

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor’s Legislative Team

at MileHighOrdinance@DenverGov.org by **11:00am on Monday**. Contact the Mayor’s Legislative team with questions

Date of Request: **October 20, 2022**

Please mark one: **Bill Request** or **Resolution Request**

1. Type of Request:

- Contract/Grant Agreement** **Intergovernmental Agreement (IGA)** **Rezoning/Text Amendment**
- Dedication/Vacation** **Appropriation/Supplemental** **DRMC Change**
- Other: Classification & Pay Plan Update**

2. Title: Approves Classification Notices #1743

3. Requesting Agency: Office of Human Resources

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Susan O’Neill	Name: Susan O’Neill
Email: Susan.Oneill@denvergov.org	Email: Susan.Oneill@denvergov.org

5. General description or background of proposed request. Attach executive summary if more space needed:

The proposed change amends the Classification and Pay Plan by changing the pay grade and ranges for the 911 Emergency Communication Technicians, 911 Dispatch Support Specialist, 911 Police Dispatchers, and the 911 Emergency Communication Supervisor.

6. City Attorney assigned to this request (if applicable):

7. City Council District:

8. **For all contracts, fill out and submit accompanying Key Contract Terms worksheet**

To be completed by Mayor’s Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

Key Contract Terms

Type of Contract: (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property):

Vendor/Contractor Name:

Contract control number:

Location:

Is this a new contract? Yes No Is this an Amendment? Yes No If yes, how many? _____

Contract Term/Duration (for amended contracts, include existing term dates and amended dates):

Contract Amount (indicate existing amount, amended amount and new contract total):

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>

Scope of work:

Was this contractor selected by competitive process?

If not, why not?

Has this contractor provided these services to the City before? Yes No

Source of funds:

Is this contract subject to: W/MBE DBE SBE XO101 ACDBE N/A

WBE/MBE/DBE commitments (construction, design, Airport concession contracts):

Who are the subcontractors to this contract?

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

POSTING IS REQUIRED

Classification Notice No. 1743

To: Agency Heads and Employees
From: Kathy Nesbitt, Executive Director of the Office of Human Resources
Date: October 7, 2022
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by changing the pay grade and ranges for the 911 Emergency Communication Technicians, 911 Dispatch Support Specialist, 911 Police Dispatchers, and the 911 Emergency Communication Supervisor.

The Department of Safety 911 Communication Center requested an urgent market review of its 911 series of Emergency Communication Technicians, Dispatch Support Specialist, Police Dispatchers, and Emergency Communication Supervisors. This classification series has sustained significant market pressures due to the competitiveness of recruiting as well as the complexity and stress of the duties. The turnover rate for these classifications in 2022 year-to-date is 25.15%, and the 911 Communication Center is struggling to operate with a 21.6% vacancy rate.

PAY GRADE CHANGES

<u>Current Classification Title</u>	<u>Current Pay Grade/Range</u>	<u>Proposed Pay Grade/Range</u>
911 Emergency Communication Technician	NE-10 (\$20.47-\$25.59-\$30.71)	NE-13 (\$24.38-\$30.48-\$36.57)
911 Emergency Communication Technician Lead	NE-11 (\$21.70-\$27.13-\$32.55)	NE-14 (\$25.34-\$32.31-\$39.28)
911 Dispatch Support Specialist	NE-12 (\$23.00-\$28.75-\$34.50)	NE-15 (\$26.86-\$34.25-\$41.63)
911 Police Dispatcher	NE-13 (\$24.38-\$30.48-\$36.57)	NE-16 (\$28.47-\$36.30-\$44.13)
911 Police Dispatcher Lead	NE-14 (\$25.34-\$32.31-\$39.28)	NE-17 (\$30.18-\$38.48-\$46.78)
911 Emergency Communication Supervisor	EX-09 (\$62,488-\$89,421-\$103,105)	EX-11 (\$72,887-\$96,575-\$120,264)

Public Notice of Changes

The scheduled time for the public hearing is **Thursday, October 20, 2022, at 9:00 AM** in the Webb Municipal Building, Career Service Hearings Office on the 1st floor, located at 201 West Colfax Avenue, Denver, CO 80202.

Please submit any questions or comments on this proposal in writing to compensation@denvergov.org by 8:00 AM on **Thursday, October 20, 2022**. Please include a contact name and phone number so that we may respond directly.

If anyone wishes to be heard by the Board on this item, please call Frances Trujillo frances.trujillo@denvergov.org at (720) 913-5168 no later than noon on **Tuesday, October 18, 2022**.

Career Service Rule 7-37 Effective Dates, Section A: If it is determined that changes to the classification and pay plan are necessary, the effective date of any resulting changes to the classification and pay plan shall be the beginning of the first work week following approval by the Mayor or by the City Council over the Mayor’s veto. Provisional classifications resulting from changes to the classification and pay plan may be used upon approval by the OHR Executive Director or Board but use for longer than six months is contingent upon City Council approval.

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Date Entered: _____