



Legislation Text

File #: 22-1361, Version: 1

OHR/CSA Request Template

Submitted By: Alex Marvin

Date Submitted: 10-31-2022

**Requesting Agency: Office of Human Resources
Division:**

**Subject Matter Expert Name: Blair Malloy
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Phone Number:**

Item Title & Description:

(Do not delete the following instructions)

*These appear on the Council meeting agenda. Initially, the requesting agency will enter a 2-3 sentence description. Upon bill filling, the City Attorney's Office should enter the title above the description (the title should be in **bold** font).*

*Both the title and description must be entered between the red "title" and "body" below. Do **not** at any time delete the red "title" or "body" markers from this template.*

A bill for an ordinance amending the classification and pay plan for employees in the Career Service and for certain employees not in the Career Service.

Amends the classification and pay plan by creating four new classifications called Environmental Public Health Technician (I, II, III, and Supervisor), as well as changing the pay grade of Veterinary Technicians (Apprentice, Non-Certified, and Certified), and abolishing the Animal Care (Attendant and Supervisor) and Animal Shelter (Assistant and Administrative Support Supervisor) classifications. The Committee approved filing this item at its meeting on 11-1-2022.

Affected Council District(s) or citywide? Citywide

Executive Summary with Rationale and Impact:

Detailed description of the item and why we are doing it. This can be a separate attachment.

POSTING IS REQUIRED

Classification Notice No. 1745

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 creating four new classifications called Environmental Public Health Technician (I, II, III, and Supervisor) as well as changing the pay grade of Veterinary Technicians (Apprentice, Non-Certified, and Certified) and abolishing the Animal Care (Attendant and Supervisor) and Animal Shelter (Assistant and Administrative Support Supervisor) classifications.

The Denver Department of Public Health & Environment has requested a new class series to perform technical and administrative environmental and public health work within the department. This new series will allow a simpler career path, eliminate standalone classifications, provide management with flexibility in assigning work, and is aligned to market data. It is also recommended to adjust the pay grades of the Veterinary Technician series which have higher level duties and minimum qualifications than the proposed new classifications. Finally, it is recommended to abolish certain classifications used in the Denver Animal Protection division as they will be replaced with the new series.

NEW CLASSIFICATIONS

<u>Proposed Classification Title</u>	<u>Proposed Pay Grade/Range</u>
Environmental Public Health Technician I	NE-09 (\$19.31-24.14-28.97)
Environmental Public Health Technician II	NE-11 (\$21.70-27.13-32.55)
Environmental Public Health Technician III	NE-13 (\$24.38-30.48-36.57)
Environmental Public Health Technician Supervisor	EX-08 (\$57,860-76,664-95,469)

PAY GRADE CHANGES

<u>Current Classification Title</u>	<u>Current Pay Grade/Range</u>	<u>Proposed Pay Grade/Range</u>
Veterinary Technician Apprentice	NE-05 (\$15.87-19.84-23.81)	NE-06 (\$16.22-20.28-24.33)
Veterinary Technician Non-Certified	NE-08 (\$18.22-22.78-27.33)	NE-13 (\$24.38-30.48-36.57)
Veterinary Technician Certified	NE-10 (\$20.47-25.59-30.71)	NE-15 (\$26.86-34.25-41.63)

ABOLISHMENTS

<u>Current Classification Title</u>	<u>Current Pay Grade/Range</u>
Animal Care Attendant	NE-06 (\$16.22-20.28-24.33)
Animal Care Supervisor	NE-10 (\$20.47-25.59-30.71)
Animal Shelter Assistant	NE-10 (\$20.47-25.59-30.71)
Animal Shelter Administrative Support Supervisor	EX-05 (\$45,931-60,858-75,786)

Type (choose one: Classification; Pay; Benefits; Rule Change; Other):
Classification and pay
Fiscal Impact:

Contract Amount (if applicable):

Draft Bill Attached?