



Legislation Text

File #: 20-008, Version: 1

OHR/CSA Request Template

Date Submitted: 12-20-19

Requesting Agency: Office of Human Resources
Division:

Subject Matter Expert Name:

Name:	Lori Schumann
Email:	Lori.Schumann@denvergov.org

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 a new classification of Animal Shelter Administrative Support Supervisor and changing the title of Denver Animal Shelter Assistant to Animal Shelter Assistant. The Committee approved filing this bill by consent on 12-31-19.

Affected Council District(s) or citywide?

Executive Summary with Rationale and Impact:

Detailed description of the item and why we are doing it. This can be a separate attachment.
The proposed change amends the Classification and Pay Plan by creating a new classification of Animal Shelter Administrative Support Supervisor and changing the title of Denver Animal Shelter Assistant to Animal Shelter Assistant.

Due to recent organizational changes, Denver Animal Protection (DAP) identified a need to create an Animal Shelter Administrative Support Supervisor. This position will supervise the Denver Animal Shelter Assistant (C-613). The Animal Shelter Administrative Support Supervisor (C-806) is a career path for the Denver Animal Shelter Assistant (C-613).

In addition, because of this new classification, it is recommended to change the title of Denver Animal Shelter Assistant to Animal Shelter Assistant to decrease the length of the title and to match the new classification title of Animal Shelter Administrative Support Supervisor.

NEW CLASSIFICATION

Job Code Range	Proposed Class Title	Proposed Pay Grade &
CC3203 \$75,492)	Animal Shelter Administrative Support Supervisor	C-806 (\$47,182 -

CLASSIFICATION TITLE CHANGE

Current Class Title	Proposed Class Title
Denver Animal Shelter Assistant	Animal Shelter Assistant

Per Career Service Rule 7-37 A - "If it is determined that changes to the Classification & Pay Plan are necessary, the effective date of any resulting changes to the Classification & 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 & 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."

Public Hearing: Yes 1 No 0 in accordance with Career Service Rule 7-21

Type (choose one: Classification; Pay; Benefits; Rule Change; Other):

Fiscal Impact:

Contract Amount (if applicable):

Draft Bill Attached?