



Legislation Text

File #: 22-0035, Version: 1

OHR/CSA Request Template

Date Submitted: 1-3-22

Requesting Agency: Office of Human Resources
Division:

Subject Matter Expert Name:

Name: Blair Malloy
Email: Blair.Malloy@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 for multiple small impact changes, provisionally approved by the Office of Human Resources Executive Director for the period of July 2021 through December 2021. The Committee approved filing this item at its meeting on 1-11-22.

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.

Per the adopted process change for streamlining implementation of small impact classification changes to the classification and pay plan (DRMC, CSR April 20, 2018), the Office of Human Resources is required to submit a bill resolution to City Council with a report of any classification changes provisionally approved by the OHR Executive Director twice per year.

Attached please find the classification notices for the small impact changes provisionally approved by the OHR Executive Director for the period of July 2021 through December 2021.

For this timeframe, there are 18 on 12/31/21 small impact classification changes provisionally approved by the OHR Executive Director for submission to City Council for approval:

- Classification Notice 1684 - Labor Compliance series
- Classification Notice 1685 - Therapist Unlicensed Masters Level
- Classification Notice 1686 - County Court Marshal series
- Classification Notice 1687 - Wastewater Data Technician
- Classification Notice 1688 - Criminal Investigations Technician
- Classification Notice 1689 - Tax Auditor Associate
- Classification Notice 1690 - Medical Officer
- Classification Notice 1691 - Manager on Duty-House Manager
- Classification Notice 1692 - Fire Protection Manager
- Classification Notice 1693 - Data Analytics Specialist
- Classification Notice 1694 - Veterinary Technician Apprentice
- Classification Notice 1695 - Shelter Veterinarian Chief and Veterinary Technician Non-Certified
- Classification Notice 1696 - Community Health Worker Apprentice
- Classification Notice 1697 - Maintenance Administration Supervisor
- Classification Notice 1698 - Environmental Public Health Analyst series
- Classification Notice 1699 - Environmental Public Health Specialist
- Classification Notice 1700 - 2021 Abolishment of Various Classifications
- Classification Notice 1702 - Purchasing Manager

The next submission will be in July 2022 for small-impact changes provisionally approved by the OHR Executive Director for the period of January 2022 through June 2022.

POSTING IS REQUIRED

Classification Notice No. 1684

To: Agency Heads and Employees
From: Karen Niparko, Executive Director of the Office of Human Resources
Date: August 20, 2021
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by revising the job classifications of the Prevailing Wage Series.

The Auditor’s Office has requested that the Prevailing Wage classification series titles and job specifications be updated since the Technician role supports the division and the Analyst and Analyst Lead roles analyze and enforce adherence to other labor laws besides prevailing wage compliance only.

REVISED JOB CLASSIFICATION TITLES

Job Code	Current Classification Title	Proposed Classification Title
CA3220	Prevailing Wage Technician	Labor Compliance Technician
CA2966	Prevailing Wage Analyst	Labor Compliance Analyst

CA3060

Prevailing Wage Analyst Lead

Labor Compliance Analyst Lead

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 No in accordance with Career Service Rule 7-21

Please submit any questions or comments on this proposal in writing to compensation@denvergov.org by 8:00 AM on **Thursday, September 2, 2021**. Please include a contact name and phone number so that we may respond directly.

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

Fiscal Impact:

Contract Amount (if applicable):

Draft Bill Attached?