



Legislation Text

File #: 20-0499, Version: 1

OHR/CSA Request Template

Date Submitted: 5-21-20

Requesting Agency: Office of Human Resources
Division:

Subject Matter Expert Name:

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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 to make pay range adjustments, pay grade abolishments, and changes to employee pay rates to be effective on July 1, 2020 in response to the contractor/city employee minimum wage ordinance. The Committee approved filing this bill by consent on 6-2-20.

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.

From: Karen Niparko, Executive Director of the Office of Human Resources
Date: May 08, 2020
Subject: Proposed Changes to the Classification and Pay Plan

The proposed changes amend the Classification and Pay Plan. Based upon an analysis it is recommended that changes be made to the Classification and Pay Plan which includes pay range adjustments, pay grade abolishments, and changes to employee pay rates to be effective on July 1, 2020.

In 2019, the Mayor's Office and City Council established minimum wage policies affecting all employers and employees

in the City and County of Denver. The Office of Human Resources (OHR) supports the Mayor’s Office in the application of changes to the classification and pay plan. The minimum hourly wage rates were approved under the following schedule: the current rate of \$13.00 implemented on July 1, 2019, and the future rates of \$14.00 on July 1, 2020, \$14.77 on January 1, 2021, \$15.00 on July 1, 2021 and \$15.87 on January 1, 2022. Based upon an analysis it is recommended that changes be made to the classification and pay plan which includes pay range adjustments, abolishment of certain ranges, and pay grade changes and changes to employee pay rates to be no less than \$14.00, effective on July 1, 2020.

CLASSIFICATION PAY GRADE CHANGES

Job Code	Class Title	Current Grade	Current Range	Proposed Grade	Proposed Range
AC1520	Administrative Support Assistant I	C-606	(\$13.91-17.11-20.31)	C-606	(\$14.00-17.22-20.44)
BC1518	Administrative Support Assistant I	C-606	(\$13.91-17.11-20.31)	C-606	(\$14.00-17.22-20.44)
CC1480	Administrative Support Assistant I	C-606	(\$13.91-17.11-20.31)	C-606	(\$14.00-17.22-20.44)
LC1482	Administrative Support Assistant I	C-606	(\$13.91-17.11-20.31)	C-606	(\$14.00-17.22-20.44)
MC2429	Administrative Support Assistant I	C-606	(\$13.91-17.11-20.31)	C-606	(\$14.00-17.22-20.44)
VC1521	Administrative Support Assistant I	C-606	(\$13.91-17.11-20.31)	C-606	(\$14.00-17.22-20.44)
YC1478	Administrative Support Assistant I	C-606	(\$13.91-17.11-20.31)	C-606	(\$14.00-17.22-20.44)
CJ1877	Custodian	J-606	(\$13.00-15.99-18.98)	J-607	(\$14.00-17.22-20.44)
LJ1878	Custodian	J-606	(\$13.00-15.99-18.98)	J-607	(\$14.00-17.22-20.44)
CJ2977	Custodian Lead	J-607	(\$13.56-16.68-19.80)	J-608	(\$14.18-17.44-20.70)
LJ1946	Custodian Lead	J-607	(\$13.56-16.68-19.80)	J-608	(\$14.18-17.44-20.70)
CJ2525	Food Service Worker	J-606	(\$13.00-15.99-18.98)	J-607	(\$14.00-17.22-20.44)
CG2943	Golf Cart Attendant	Z-116	(\$13.00-15.41-17.81)	Z-117	(\$14.00-16.59-19.18)
CG2378	Golf Starter and Ranger	Z-116	(\$13.00-15.41-17.81)	Z-117	(\$14.00-16.59-19.18)
CJ2545	Laundry Supervisor	J-608	(\$14.18-17.44-20.70)	J-609	(\$14.83-18.24-21.65)
CJ2546	Laundry Worker	J-606	(\$13.00-15.99-18.98)	J-607	(\$14.00-17.22-20.44)
RG3067	Lead Usher	Z-120	(\$16.41-19.45-22.48)	Z-121	(\$17.60-20.86-24.11)
LG2888	Library Aide	Z-116	(\$13.00-15.41-17.81)	Z-117	(\$14.00-16.59-19.18)
RG2401	Lifeguard	Z-116	(\$13.00-15.41-17.81)	Z-117	(\$14.00-16.59-19.18)
CG2113	Park Seasonal Laborer	Z-116	(\$13.00-15.41-17.81)	Z-117	(\$14.00-16.59-19.18)
TB0017	Public Safety Cadet	B-403	(\$13.00)	B-403	(\$14.00)
RG2909	Recreation Assistant	Z-116	(\$13.00-15.41-17.81)	Z-117	(\$14.00-16.59-19.18)
RG3066	Senior Usher	Z-118	(\$14.27-16.91-19.55)	Z-119	(\$15.30-18.13-20.96)
RG2347	Usher	Z-116	(\$13.00-15.41-17.81)	Z-117	(\$14.00-16.59-19.18)
TA1585	Youth Assistant	A-403	(\$13.00)	A-403	(\$14.00)
CA3142	Youth Operative Associate	A-604	(\$13.00-15.99-18.98)	A-605	(\$14.00-17.22-20.44)

CURRENT PAY GRADES AND RANGES

Compensation Grade	Pay Range Minimum	Q2 Minimum	Q3 Minimum/ Range Midpoint	Q4 Minimum	Pay Range Maximum
A-403	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
A-605	\$13.49	\$15.04	\$16.60	\$18.15	\$19.70
B-403	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
C-606	\$13.91	\$15.51	\$17.11	\$18.71	\$20.31
J-607	\$13.56	\$15.12	\$16.68	\$18.24	\$19.80
Z-117	\$13.31	\$14.54	\$15.77	\$17.00	\$18.23

PROPOSED PAY GRADES AND RANGES

Compensation Grade	Pay Range Minimum	Q2 Minimum	Q3 Minimum/ Range Midpoint	Q4 Minimum	Pay Range Maximum
A-403	\$14.00	\$14.00	\$14.00	\$14.00	\$14.00
A-605	\$14.00	\$15.61	\$17.22	\$18.83	\$20.44
B-403	\$14.00	\$14.00	\$14.00	\$14.00	\$14.00
C-606	\$14.00	\$15.61	\$17.22	\$18.83	\$20.44
J-607	\$14.00	\$15.61	\$17.22	\$18.83	\$20.44
Z-117	\$14.00	\$15.30	\$16.59	\$17.89	\$19.18

ABOLISHED PAY GRADES AND RANGES

Compensation Grade	Pay Range Minimum	Pay Range Maximum
A-405	\$15.19	\$15.19
A-604	\$13.00	\$18.98
C-605	\$13.30	\$19.42
E-607	\$13.22	\$19.30
E-608	\$13.82	\$20.18
I-605	\$13.14	\$19.18
I-606	\$13.74	\$20.06
J-410	\$16.91	\$16.91
J-606	\$13.00	\$18.98
L-605	\$13.47	\$19.67
N-607	\$13.54	\$19.77
O-407	\$19.81	\$19.81
O-410	\$91,769.60	\$91,769.60
O-604	\$13.63	\$19.90
V-606	\$13.53	\$19.75
Z-116	\$13.00	\$17.81

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."

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

Fiscal Impact:

Contract Amount (if applicable):

Draft Bill Attached?