



Legislation Text

File #: 20-0369, Version: 1

OHR/CSA Request Template

Date Submitted: 4-17-20

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 by changing the Environmental Public Health Investigator (EPHI) classifications pay grade and range, changing the Fair Labor Standards Act (FLSA) status of the EPHI II & III and abolishes the Animal Control Investigator series. The Committee approved filing this item by consent on 4-28-20.

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.

The proposed change amends the Classification and Pay Plan by changing the Environmental Public Health Investigator classifications pay grade and range as well as changing the FLSA status of the EPHI II & III. The Animal Control Investigator series will also be abolished.

The Department of Labor's (DOL) Fair Labor Standards Act (FLSA) governs position classifications as exempt or non-exempt from minimum wage and overtime, and this law applies to all positions at the City and County of Denver. Positions that are exempt from overtime must meet very specific criteria, such as paying a minimum salary amount,

paying on a salary basis, and passing a specific job duties test. Classification and Compensation and the City Attorney's Office (CAO) have reviewed the Environmental Public Health Investigator classifications with these criteria in mind and have determined a need to assign the Environmental Public Health Investigator II (EPHI II) and the Environmental Public Health Investigator III (EPHI III) from the FLSA status of exempt to non-exempt. We are requesting the effective date of June 7, 2020 for these classification changes, which is the beginning of the pay period.

Due to organizational changes within Denver Animal Protection (DAP), it is proposed to abolish the Animal Control Investigator classifications.

CLASSIFICATION PAY GRADE CHANGE(S)

<u>Job Code</u>	<u>Current Class Title</u>	<u>Pay Grade & Range</u>	<u>Proposed Pay Grade & Range</u>
CE2264	Env Public Health Investigator I	E-620 (\$23.59-\$34.44)	E-623 (\$26.95-\$39.35)
CE2265	Env Public Health Investigator II	E-811 (\$59,886-\$95,818)	E-626 (\$30.80-\$44.97)
CE2848	Env Public Health Investigator III	E-812 (\$64,018-\$102,429)	E-628 (\$33.67-\$49.16)

CLASSIFICATION ABOLISHMENT(S)

<u>Job Code</u>	<u>Current Class Title</u>	<u>Pay Grade & Range</u>
CN2803	Animal Control Investigator I	N-615 (\$19.32-\$28.21)
CN1809	Animal Control Investigator II	N-617 (\$21.12-\$30.84)
CN1808	Animal Control Investigator Supv	N-622 (\$26.38-\$38.51)

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. However, we are requesting the effective date of June 7, 2020 for these classification changes, which is the beginning of the pay period.

Public Hearing: Yes No 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?