OHR/CSA Request Template

Submitted By: Blair Malloy

Date Submitted: 8-1-2022

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 changing the pay grade of Workday Analyst Specialist from EX-12 to EX-13. The Committee approved filing this item at its meeting on 8-2-2022.

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. 1730

To:	Agency Heads and Employees
From:	Kathy Nesbitt, Executive Director of the Office of Human Resources
Date:	July 8, 2022
Subject:	Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by changing the pay grade of Workday Analyst Specialist from EX-12 to EX-13.

As part of an ongoing review of technology classifications citywide, OHR is proposing to increase the pay grade of the Workday Analyst Specialist by one grade to ensure the classification series is aligned to current market data.

PAY GRADE CHANGE

Job Code	Classification Title	Current Pay Grade & Range	Proposed Pay Grade & Range
CA3212	Workday Analyst Specialist	EX-12 ($78,718-104,301-129,885)	EX-13 (85,015-112,645-140,275)

Public Notice of Changes

The scheduled time for the public hearing is **Thursday, July 21, 2022 at 9:00 AM** in the Webb Municipal Building, Career Service Hearings Office on the 1st floor, located at 201 West Colfax Avenue, Denver, CO 80202.

Please submit any questions or comments on this proposal in writing to compensation@denvergov.org <mailto:compensation@denvergov.org> by 8:00 AM on **Thursday, July 21, 2022.** Please include a contact name and phone number so that we may respond directly.

If anyone wishes to be heard by the Board on this item, please call George Branchaud george.branchaud@denvergov.org <mailto:george.branchaud@denvergov.org> at (720) 913-5650 no later than noon on **Tuesday, July 19, 2022.**

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.

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

Fiscal Impact:

Contract Amount (if applicable):

Draft Bill Attached?