



DENVER
THE MILE HIGH CITY

Career Service Authority

Denver's Human Resource Agency

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Career Service Authority Board Meeting #2098

MINUTES

Thursday, June 5, 2008

5:00 P.M.

Webb Municipal Building

201 W. Colfax, Fourth Floor, Room 4.F.6 and 4.G.2

Luis Toro (Co-Chair) - Absent
Tom Bonner (Co-Chair)
Felicity O'Herron
Kit Williams
Nita Henry

I. Opening: Board was called to order at 5:00 p.m.

A. Approval of the Agenda for the June 5, 2008 Board Meeting

The Board unanimously approved the agenda for the June 5, 2008 meeting.

B. Approval of the Minutes for the May 15, 2008 Board Meeting

The Board unanimously approved the minutes from the May 15, 2008 meeting.

II. Board Comments: Board member Bonner welcomed new Board member Felicity O'Herron to her first meeting.

III. Director's Briefing:

A. FY 09 Budget Preparation – Director Dolan stated that the FY 09 CSA Budget Request was submitted ahead of time due to the great work of John Shick and the CSA management team. Mr. Dolan stated that it reflected a 3% increase above base mostly relating to increased printing costs and facility rental & catering for 5281. There were no new FTE requests. A \$90,000 increase for the Education Refund Board was included in the request. Board Member Henry asked why the amount is currently so low. Mr. Dolan stated that the funding has stayed the same even though education costs have increased resulting in many employees being turned away from using the program. Mr. Dolan stated that CSA has stopped marketing the program. Board Member O'Herron asked if it was a first come, first served type of program. Mr. Dolan stated that it was and there were problems related to semesters and quarters starting at different times. Mr. Dolan stated that there are also new requests for tech services, Wellness Center equipment, CSA computers and new recruitment strategies.

IV. Public Comments: None

V. Approval to Post:



A. Proposed rule change for extraordinary events presented by CSA's Dani Brown. Ms. Brown states that the Career Service Rules currently allow overtime to be paid to certain exempt employees under emergency conditions. The Democratic National Convention cannot clearly be considered to be an emergency since it's not a catastrophe such as a flood, fire, blizzard, etc.

CSA was asked by some cabinet members to propose a change to the Career Service Rules to allow overtime or comp time to be paid to exempt employees who prepare for or provide support to an extraordinary event such as the DNC.

The proposed rules change pertains to exempt employees. It allows cash or comp time to be paid to exempt employees providing support for or preparing for an extraordinary event when the Mayor declares one. The determination of cash or comp time is made by the department head and it must be paid within a calendar year of the event.

This concept has preliminary approval by the Administration and the agencies and department HR directors. The draft will go to the Mayor-Cabinet meeting on Friday morning for further feedback and clarification. Ms. Brown also stated that when a public hearing is held the language will more than likely get changed and this is simply a request for permission to post so we may have a completed rules revision in a timely manner.

Mr. Dolan stated that the agency would have to detail a plan stating what was needed and/or required. Ms. Brown further noted that it would only apply to hours dedicated to the special event, not their normal job duties. Linda Davison with the City Attorney's Office stated that she thought the language should reflect all work prior to, during and after the event.

The Board approved unanimously to post the proposed rule.

VI. Public Hearing:

A. Public Hearing No 367 – Proposed addition of Career Service Rule 9-68, Heavy Equipment Mechanic Trainer Differential presented by CSA's Roberta Monaco. Ms. Monaco stated that this rule would permit extra compensation for employees who train lower level employees. The rule would apply to all heavy mechanics and each agency could decide if they want to use it.

The Board unanimously approved Rule 9-68.

VII. New Cases: None

VIII. Pending Cases:

A. Michelle Felix vs. Department of Human Services, Appeal No. 82-07.

The Board reviewed the Michelle Felix case and ruled unanimously to affirm the decision of the Hearing Officer. A written opinion detailing findings will be forthcoming.

IX. Executive Session: The Board adjourned into Executive Session at 5:40 p.m.

X. Adjournment: The Board called the meeting back to order at 6:35 p.m., and was adjourned at 6:36 p.m.