



DENVER
THE MILE HIGH CITY

Career Service Authority

Denver's Human Resource Agency

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Career Service Authority Board Meeting #2103

Minutes

Thursday, August 21, 2008

9:00 A.M.

Webb Municipal Building

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

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

I. Opening: The Board meeting opened at 9:02 a.m.

A. Approval of the Agenda for the August 21, 2008 Board Meeting

Bruce Backer requested that the Classification Notices be moved to the beginning of the Public Hearing due to the length of speakers for the Public Hearing Notices. The Board agreed and approved unanimously the revised Agenda for the August 21, 2008 meeting.

B. Approval of the Minutes for the August 7, 2008 Board Meeting

The Board approved unanimously the minutes for the August 7, 2008 meeting.

II. Board Comments: None

III. Director's Briefing:

A. *Mr. Dolan introduced Nicole Lucero-Holub and Lisa Herrera-Hodges from CSA to brief the Board on the Denver Employee Survey. They briefed the Board on what the survey was and emphasized their focus on easy employee access to the survey.*

B. *Mr. Dolan introduced Rika Mead from CSA to give a briefing about the Performance Management Timeline. Ms. Mead gave a briefing on the project including the steps involved to streamline the process. She stated that Focus Groups would begin after the DNC. Board Member Henry asked if survey responses were any different between management and non-management. Ms. Mead stated that she would check the data and let the Board know.*

IV. Public Comments: None

V. Approval to Post: None

VI. Public Hearing:

- A. Classification Notice No. 1270** – The proposed change amends the Classification and Pay Plan by adding Engineer/Architect Specialist.

Pat Anderson presented the information to the Board for approval. She stated that she did a study and talked to managers & supervisors and came to the decision that 2 career paths were needed instead of only a supervisory path.

The Board approved unanimously Classification 1270.

- B. Classification Notice No. 1271** – The proposed change amends the Classification and Pay Plan by adding Security Specialist.

Bruce Backer presented the information to the Board for approval. Mr. Backer stated that this would create a new class to bring people in at an entry level.

The Board approved unanimously Classification 1271.

- C. Public Hearing Notice No. 370** – Proposed Revision of CSR 19-55, Decision of Hearing Officer

Peter Garritt presented the information to the Board for approval. Mr. Garritt stated that this removed the 45 day rule and the time period would now be addressed in the Hearing Officer's Performance Evaluation. After much discussion and comments from speakers, Board Member Toro suggested keeping the 45 day rule and adding in the verbiage "or as soon thereafter".

The Board approved unanimously Public Hearing Notice No. 370 as amended.

- D. Public Hearing Notice No. 371** – Proposed Revision to CSR 9-61, Shift Differential

Peter Garritt presented the information to the Board for approval. Mr. Garritt stated that this version came about after talking to the agencies affected. Many speakers voiced their pleasure with the changes.

The Board approved unanimously the reposting of Public Hearing Notice No. 371.

VII. New Cases: None

VIII. Pending Cases:

- A. Jack Burghardt v. Clerk and Recorder's Office, Appeal No. 81-07**

The Board unanimously reversed the Hearing Officer decision and reinstated the Personnel Action of the Clerk & Recorder's Office.

IX. Executive Session:

The Board went into Executive Session at 10:11 a.m. to discuss new cases and personnel matters.

The Board re-opened the Board Meeting at 10:54 a.m.

X. Adjournment:

The Board adjourned meeting at 10:55 a.m.