

Career Service Authority Board Meeting #2088
Minutes
Thursday, January 3, 2003
12:30 P.M.
Webb Municipal Building
201 W. Colfax, Fourth Floor, Room 4.F.6 and 4.G.2

Board Members: Ashley Kilroy
Nita Henry
Co-Chair Tom Bonner
Co-Chair Luis Toro (*Absent*)
Kit Williams

I. Opening: The Board opened at 12:38 p.m.

- A. Approval of the Agenda for the January 3, 2008 Board Meeting**
The Board approved unanimously the agenda for the January 3, 2008 Board meeting. Board member Toro was absent.
- B. Approval of the Minutes for the December 20, 2007 Board Meeting**
Board member Williams asked to have the decision on the Felix Appeal No. 46-07 to be shown. Board member Bonner made the motion to amend minutes to show decision on Felix Appeal No. 46-07 and the minutes were approved unanimously for the December 20, 2007 Board meeting.

II. Board Comments: None

III. Director's Briefing: None

IV. Public Comments: None

The Board moved into executive session at 12:40 p.m. and reopened meeting at 1:05p.m.

V. Items for Public Hearing:

A. Public Hearing Notice 359 – Revised Rule 13-63 merit-based salary increase. Board member Bonner announced that the Board will be reviewing Public Hearing Notice 359 and Class Notice 1257 as a whole due to the similarities between the two. **Mr. Bruce Backer**, Compensation/Classification Supervisor, presented that there are two items for public hearing, the Rule Revision 13-63 and approval of new Pay Table. Mr. Backer addressed the Board explaining that this revision is to provide each individual pay grade with a 1% increase. Mr. Backer wanted to clarify an issue that Board member Henry presented at the December 20, 2007 Board Meeting concerning Step "99" and Step "98". Mr. Backer explained the purpose of step 99 was that there would be a way to pay employees that have reached the end of the range in the pay table. Step "99" will ensure that all employees will be given a merit increase when it's due. CSA established Step "98" for employees would not qualify for the merit increase.

Board member Bonner clarified that this was a mandated merit increase by Council, and Mr. Backer responded by reading the ordinance pointing out that only those who have received a successful or exceptional PEPR rating will qualify for this increase.

Peter Garritt, Supervisor of Employee Relations, clarified that Council still needs to approve the Pay Tables and that these tables will not be published until then.

Board member Bonner also clarified that employees will receive retro pay back to January 1, 2008. Peter Garritt replied yes.

Mr. Garritt replied that once this ordinance is passed the employees will see a retro payment on their pay checks and along with the pay tables a letter will explain the merit increase.

Ron Latreille, Public Works, presented at the prior meeting on this issue and wanted to thank the Board for their decision.

Board member Kilroy stated that the Board reviewed this matter and agrees with Mr. Latreille, and decided it was also the best decision for the employees.

Dave Conway, OED, is concerned about the needs improvement section of the rule revision. He personally will not receive the merit increase because of his PEPR rating and also the date that it falls on. He is concerned that his most recent PEPR would make him eligible for the increase, yet his previous PEPR rating would disqualify him. Mr. Conway feels that disqualifying employees because of PEPR ratings will not promote employee moral or fit with the Mayors goal. He suggests tailoring the rule to the due date of the PEPR.

Board member Kilroy asked Mr. Backer about this issue and how it would affect the employee. Mr. Backer stated that they chose 2007, but the reason for it was due to what Council established. Mr. Backer stated that it is hard to draw a line or cut off date when establishing the merit increase. Board member Henry wanted clarification about these dates.

CSA Director Jeff Dolan stated that the evaluations are reflected back to the employee's performances in 2006 but they did get them until 2007. Because of this the evaluation will be lagged by a year.

Board member Bonner stated that the time period given by Mr. Backer is right on track with what Council has established as a reasonable time period. Board member Bonner does not think that CSA has any room for discretion as to moving time periods. Mr. Conway suggested that we tailor the merit increase and the PEPR date closer together. Jan Meese was not present to comment on the issue.

Karen Brennan, Public Works, wanted to state that the needs improvement rule is not fair because of the needs improvement employees in this situation were not able to receive merit, bonus or this 1%.

After hearing all speakers the Board approved unanimously Public Hearing Notice No. 359.

B. Classification Notice 1257 –There were no other speakers and no further discussions on this classification notice.

The Board approved unanimously Classification Notice 1257.

VI. New Cases:

A. Anthony Sullivan vs. Department of Safety, Denver Sheriff Dept., and the City and County of Denver, Appeal # 60-07

VII. Pending Cases: NONE

VIII. Executive Session: *the Board went into executive session at 1:20 p.m. and reopened the Board meeting 2:25 p.m.*

IX. Board Adjourned at 2:30 p.m.