



**Career Service Board Meeting #2253**  
**Minutes**  
**Thursday, December 4, 2014**  
**5:00 P.M.**  
**Webb Municipal Building**  
**201 W. Colfax, Fourth Floor, Room 4.G.2**

**Colleen M. Rea (Chair)**  
**Gina Casias (Co-Chair)**  
**Patti Klinge**  
**Derrick Fuller**  
**Neil Peck**

**I. Opening:** *Meeting called to order at 5:06 pm.*

**1. Approval of the Agenda for the December 4, 2014 Board Meeting.**

*The Board unanimously approved the Agenda for the December 4, 2014 with the modification of the following under New Cases:*

*Thomas Almeida v. Denver Parks and Recreation, Appeal No. 37-14, Agency's Interlocutory Appeal to the Career Service Board.*

*The Career Service Board GRANTED the Agency's Interlocutory Appeal, REVERSED the Hearing Officer's order denying the Agency's motion to dismiss Almeida's grievance appeal, and DISMISSED, without prejudice, Almeida's appeal of his grievance. Written order to follow.*

**2. Approval of the Minutes for the November 20, 2014 Board Meeting.**

*The Board unanimously approved the November 20, 2014 meeting minutes.*

**II. Board Comments:** *The Board unanimously nominated and voted in favor of Gina Casias becoming co-chair of the board.*

**III. Public Comments:** *None.*

**IV. Public Hearings:**

**1. Classification Public Hearing Notice No. 1421 – Public Health Administrator, Environmental Administrator, Senior Environmental Administrator**

*Hameed Pousti with the Compensation and Classification Division presented the hearing to the board. In December 2013 the Office of Human Resources received a request from the Denver Department of Environmental Public Health to conduct a Classification/Compensation study. The study was originally initiated to review the Environmental Quality Division and was expanded to include the Community Health, Public Health Inspections and Animal Care and Control Divisions. The purpose of this study was to review and realign current positions with proper classifications as well as conduct a pay analysis.*

*The Public Health Administrator classification is design to enrich the current career path in the Public Health side of the organization to administer programs/projects in the Public Health areas. This classification will execute full-performance level Public Health work developing, implementing, and administering a variety of projects in the specialized area of public health, which requires a strong foundation in the principles and practices of the area in order to maintain and improve the efficiency and effectiveness of the function. This role provides supportive, interpretive, and advisory information to higher-level managers and other stakeholders.*

*The Environmental Administrator classification is designed to replace the current Environmental Public Health Program Administrator. This is a title change to better describe the environmental impacts. This classification administers environmental initiatives by developing and implementing programs in a multi-disciplinary setting, which requires independent integration of scientific principles with law, business, information technology, and engineering for environmental protection, planning, permitting, compliance, recovery, remediation, reclamation or removal purposes.*

*The Senior Environmental Administrator classification is also a title change replacing the current Senior Environment Public Health Program Administrator. The Senior Environmental Administrator administers large scale, complex environmental initiatives by developing and implementing programs in a multi-disciplinary setting, which require independent integration of scientific principles with law, business, information technology, and engineering for environmental protection, planning, permitting compliance, recovery, remediation, reclamation or removal purposes. This classification will be responsible for overseeing the administration of large scale complex environmental programs, which require the application of multi-disciplinary scientific principles and backgrounds. This classification is characterized by administering programs with all of the following: a) complex regulatory issues requiring the development of new policies, b) three (3) or more areas of scientific emphasis/expertise, c) significant budgetary management with significant exposure to long term financial or political risk, d) requirement of long-term decision making with great deal of scientific and/or regulatory uncertainty, and e) goals and performance metrics that are based upon achievement of long-term city-wide environmental outcomes.*

*The 2014 Mountain States Employers' Council-Public Employers Compensation Survey, was used to verify current pay information for the Public Health Investigator Classification series. Mountain States Employers' Council was engaged to conduct a special pay study for the Environmental and Senior Environmental Administrator positions; however, they were unable to get enough responses of comparable positions to provide results. In the absence of significant pay information for these classifications in the marketplace, the State of Colorado was used as a reference and internal pay comparisons were done to determine the pay grade for the Environmental Quality classifications.*

*Five employees will be reallocated in the Environmental Quality division into the Environmental Administrator and Senior Environmental Administrator classifications.*

*There is no budget impact. All employees being reallocated are paid a salary that is within the pay range for the new classification, therefore, they move pay-to-pay.*

*Greg Thomas, Environmental Public Health Manager, commended Hameed Pousti on his work in this matter.*

*The Board unanimously approved Public Hearing Notice No. 1421.*

**V. Approval to Post:** *None.*

**VI. Director's Briefing:** *None.*

**VII. New Cases:** *None.*

**VIII. Pending Cases:**

1. Vincent Macieyovski v. Department of General Services, Facilities Management, Appeal No. 28-14, Agency's Motion To Dismiss.  
*The Career Service Board GRANTED the Agency's Motion to Dismiss, written order to follow.*
2. Dean Altman v. Department of Safety, Denver Sheriff Department, Appeal No. 32-14, Agency's Motion for Stay  
*The Career Service Board DENIED the Agency's Motion for Stay, written order to follow.*
3. Thomas Almeida v. Denver Parks and Recreation, Appeal No. 37-14, Agency's Interlocutory Appeal to the Career Service Board.  
*The Career Service Board GRANTED the Agency's Interlocutory Appeal, REVERSED the Hearing Officer's order denying the Agency's motion to dismiss Almeida's grievance appeal, and DISMISSED, without prejudice, Almeida's appeal of his grievance. Written order to follow.*
4. Everett Vonner v. Department of Safety, Denver Sheriff's Department, Appeal No. 56-13  
*The board AFFIRMED the Hearing Officer's decision, written order to follow.*
5. Loretta Perry-Wilborne v. Denver Human Services, Appeal No. 62-13  
*The Career Service Board AFFIRMED the Hearing Officer's Decision, written order to follow.*
6. David Shelley and Christine Martinez v. Department of Safety, Denver Sheriff Department, Appeal No. 30-13 and 32-13.

*The Agency withdrew their appeal in the Christine Martinez matter, Appeal No. 32-13.*

*The Career Service Board REVERSED the Hearing Officer's Decision in the David Shelley matter, Appeal No. 30-13, written order to follow.*

**IX. Executive Session:**

*Board went into executive session at 5:19 p.m. to discuss cases and staffing matters.  
Board re-convened Board meeting at 6:37 p.m.*

**X. Adjournment:** *Adjournment was at 6:38 p.m.*