



Career Service Board Meeting #2275
Minutes
Thursday, November 5, 2015, 5:00 p.m.
Webb Municipal Building
201 W. Colfax Ave, Fourth Floor, Room 4.G.2

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

I. Opening: *Meeting called to order at 5:05 p.m.*

- 1. Approval of the Agenda for the November 5, 2015 Board Meeting.**
The Board unanimously approved the agenda for the November 5, 2015 meeting.
- 2. Approval of the Minutes for the October 22, 2015 Board Meeting.**
The Board unanimously approved the minutes for the October 22, 2015 meeting.

II. Board Comments: *None.*

III. Public Comments: *None.*

IV. Public Hearings:

- Public Hearing Notice No. 511 – Proposed Revision of Career Service Rule 5 – Appointments and Status and Related Rules

Pete Garritt, HR Supervisor from the Office of Human Resources, presented Public Hearing Notice No. 511 to the Board. Dani Brown, HR Manager, and Kristen Merrick, Assistant City Attorney, assisted with the presentation.

Mr. Garritt explained that the most prominent changes proposed for rule 5 are the elimination of promotional probation and transfer transitions, the extension of probation to nine months for certain classifications, and the removal of the requirement for the Executive Director of the Office of Human Resources to approve all probation extensions. Mr. Garritt proposed that rule 6 be eliminated. The portions of rule 6 that pertain to training would be moved to rule 5. He also pointed out that the term “non-career status” is being changed to “on-call.”

Mr. Garritt went on to explain each change to rule 5 in further detail. Board members discussed the changes and requested some modifications.

The Board unanimously approved the proposed changes to rule 5 with the modifications they requested.

V. Director’s Briefing:

- Karen Niparko, Executive Director of the Office of Human Resources had Rory McLuster, Deputy Director of the Office of Human Resources introduce Steve Duarte, the new HR Manager for Public Works.*
- Ms. Niparko stated that the first meeting with the employee engagement action planning team would be November 6. The meeting will focus on team members’ roles and responsibilities and identification of some of the key actions called for from the survey.*

3. *Ms. Niparko also provided an update of the 2016 benefits enrollment. She said that by the close of the October open enrollment period 98% of employees had made a benefits election. Confirmation of benefits elections will soon be sent out to each employee to provide them the opportunity to make any corrections by November 20.*
4. *Ms. Niparko stated that the Denver Sheriff's Department reform project is going well. The new sheriff, Patrick Firman, will attend the November 16 reform meeting to introduce himself. At that time, he will be provided with a briefing from each subgroup involved in the reform project.*
5. *Ms. Niparko explained that the WorkDay implementation project is well under way. Training sessions have begun and the new system is expected to go live in OHR in January 2017.*

VI. New Cases:

1. Suzanne Culin v. Department of Aviation, Revenue Management, Den Real Estate Division, Appeal No. 43-15A.
The Career Service Board signed an order permitting the opportunity to respond to the substance of the interlocutory appeal and providing a time frame in which to do so.

VII. Pending Cases:

1. Thomas Ford v. Department of Safety, Denver Sheriff's Department, Appeal No. 48-14A
The Career Service Board ordered reinstatement and modified the penalty to a suspension, written order to follow.

VIII. Executive Session:

The Board went into executive session at 6:41 p.m. to discuss cases and staffing matters.

The Board re-convened the meeting at 7:14 p.m.

IX. Adjournment: *Adjournment was at 7:14 p.m.*