



Office of Human Resources

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Career Service Board Meeting #2279

Minutes

Thursday, January 7, 2016, 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

I. Opening: *Meeting called to order at 5:04 p.m.*

1. Approval of the Agenda for the January 7, 2016 Board Meeting.

The Board unanimously approved the agenda for the January 7, 2016 meeting with a request to have the Board's decisions added to pending cases.

2. Approval of the Minutes for the December 17, 2015 Board Meeting.

The Board unanimously approved the minutes for the December 17, 2015 meeting.

II. Board Comments: *None.*

III. Public Comments: *None.*

IV. Public Hearings:

1. Public Hearing Notice No. 515 – Proposed Revision of Career Service Rule 13 – Pay for Performance

Pete Garritt, HR Supervisor from the Office of Human Resources, presented Public Hearing Notice No. 515 to the Board.

Mr. Garritt explained that the revision to the merit table is made annually and that the City Council approved an average merit increase of 3.1%.

Mr. Garritt reviewed the changes and noted that the 3.0% merit increase shown in Appendix 13.A under the February 19, 2016 due date was incorrect. He said it would be changed to 3.1%.

The Board unanimously approved Public Hearing Notice No. 515 as amended.

2. Public Hearing Notice No. 516 – Proposed Revision of Career Service Rule 9-62 – Protective Service Stipend

Pete Garritt presented Public Notice No. 516 to the Board.

Mr. Garritt explained that the rule has been expanded to include both child and adult protection services.

Mr. Garritt pointed out that there were several instances in the rule that still say "Child Welfare Stipend." He said each of these will be changed to "Protective Service Stipend."

The Board unanimously approved Public Hearing Noticed No. 516 as amended.

V. Director's Briefing:

1. *Karen Niparko, Executive Director of the Office of Human Resources, provided the following information pertaining to the employee engagement survey:*
 - *A brand has been associated with all communication connected to the survey. This will allow employees to know at a glance when any information provided to them is survey-related.*
 - *Survey results revealed that employees wish to be more informed of what's happening within the city. Consequently, plans are in place to put monitors in city facilities that will stream city-related news.*
 - *The survey showed that employees are interested in more appreciation. As a result, the Spot On Award, a \$25.00 spot bonus program, will be launched city-wide during the first quarter of 2016.*
 - *The Learning and Development platform will also be launched city-wide in the first quarter of 2016. Learning and development strategies will soon be determined for each agency.*
2. *Ms. Niparko introduced Nicole de Gioia-Keane, the new HR Manager for Classification and Compensation in the Office of Human Resources. Ms. De Gioia-Keane will begin her new role on January 20.*

VI. New Cases:

1. *Franklin Gale v. Denver Department of Safety, Denver Sheriff Department, Appeal No. 02-15. The Career Service Board denied the agency's motion to strike the appellant's request for designation of record and denied the motion to dismiss the appeal. Written order to follow.*

VII. Pending Cases:

1. *Sonya Leyba v. Department of Safety, Denver Sheriff Department, Appeal No. 59-14A. The Career Service Board modified the discipline to a written reprimand. Written order to follow.*
2. *Suzanne Culin v. Department of Aviation, Revenue Management, Den Real Estate Division, Appeal No. 43-15A. The Career Service Board granted the agency's interlocutory appeal and the hearing will proceed and be limited solely to the discrimination claim raised by the employee. Written order to follow.*

VIII. Executive Session:

The Board went into executive session at 5:26 p.m. to discuss cases and staffing matters.

The Board re-convened the meeting at 5:58 p.m.

IX. Adjournment: *Adjournment was at 5:58 p.m.*