



Career Service Board Meeting #2284
Minutes
Thursday, March 17, 2016, 9:00 a.m.
Webb Municipal Building
201 W. Colfax Ave, Fourth Floor, Room 4.G.2

Colleen M. Rea (Chair)
Patti Klinge
Neil Peck
Derrick Fuller

I. Opening: *Meeting called to order at 9:02 a.m.*

- 1. Approval of the Agenda for the March 17, 2016 Board Meeting.**
The Board unanimously approved the agenda for the March 17, 2016 meeting.
- 2. Approval of the Minutes for the March 3, 2016 Board Meeting.**
The Board unanimously approved the minutes for the March 3, 2016 meeting.

II. Board Comments: *None.*

III. Public Comments: *None.*

IV. Public Hearing:

1. Public Hearing Notice No. 518 – Prevailing Wage – Oil and Gas Positions: Mechanic, Electrician, Pipefitter, Rig/Drill Operator, Derrick Hand/Roustabout, Truck Driver

Alena Duran, Classification and Compensation Analyst from the Office of Human Resources, presented Public Hearing Notice No. 518 to the Board.

Ms. Duran proposed the following hourly wage increases:

<u>Classification</u>	<u>Current</u>	<u>Proposed</u>
Mechanic	\$28.61	\$30.74
Electrician	\$31.79	\$32.04
Pipefitter	\$31.45	\$31.76
Rig/Drill Operator	\$27.31	\$28.66
Derrick Hand/Roustabout	\$19.49	\$19.74
Truck Driver	\$26.74	\$28.40

The Board unanimously approved Public Hearing Notice No. 518.

2. Classification Notice No. 1513 – Short Range, Community Rate, Training and Intern Pay Schedules

Nicole de Gioia-Keane, Classification and Compensation Manager from the Office of Human Resources, presented Classification Notice No. 1513.

Ms. de Gioia-Keane explained that the State of Colorado approved an increase in the state's hourly minimum wage for 2016 from \$8.23 to \$8.31. A review of the classification and pay plan revealed that six classifications were below the new minimum wage as of January 1, 2016. These classifications and the proposed adjustments to the hourly pay rates are as follows:

<i>Classification</i>	<i>Current</i>	<i>Proposed</i>
<i>Recreation Aide</i>	<i>\$8.23-9.22</i>	<i>\$8.31-9.31</i>
<i>Golf Starter/Ranger</i>	<i>\$8.23-10.50</i>	<i>\$8.31-10.60</i>
<i>Recreation Assistant</i>	<i>\$8.23-11.28</i>	<i>\$8.31-11.38</i>
<i>Usher</i>	<i>\$8.23-14.65</i>	<i>\$8.31-14.79</i>
<i>Mayor's Youth Worker</i>	<i>\$8.23</i>	<i>\$8.31</i>
<i>Recreation Trainee</i>	<i>\$8.23</i>	<i>\$8.31</i>

The new pay ranges will affect 405 employees and will cause a budget impact of \$23,816.

The Board unanimously approved Classification Notice No. 1513.

3. Classification Notice No. 1514 – Police Video Operator, Lead Police Video Operator

Blair Malloy, Sr. Classification and Compensation Analyst from the Office of Human Resources, presented Classification Notice No. 1514 to the Board.

Ms. Malloy proposed that two new classifications be created for the Denver Police Department. These classifications and the proposed pay grades and ranges are as follows:

<u><i>Classification</i></u>	<u><i>Pay Grade/Range</i></u>
<i>Police Video Operator</i>	<i>613-N (\$35,680-52,093)</i>
<i>Lead Police Video Operator</i>	<i>614-N (\$37,303-54,462)</i>

Seven incumbents currently classified as Security Officers will be reallocated to the Police Video Operator which will result in a budget impact of \$15,784.20.

The Board unanimously approved Classification Notice No. 1514.

4. Classification Notice No. 1515 – Airport Communications Center Supervisor

Blair Malloy presented Classification Notice No. 1515 to the Board.

Ms. Malloy proposed to change the pay grade and range for the Airport Communications Center Supervisor classification as follows:

<u><i>Current</i></u>	<u><i>Proposed</i></u>
<i>807-A (\$48,244-77,190)</i>	<i>808-A (\$51,573-82,517)</i>

This new pay grade will affect five employees at the Denver International Airport with a budget impact of \$5,116.

The Board unanimously approved Classification Notice No. 1515

V. Director's Briefing:

- 1. Valerie McNaughton, Hearing Officer from the Career Service Hearings Office, presented the 2015 year-end report to the Board which outlined their appeal and mediation program activity as well as administrative projects.*
- 2. Karen Niparko, Executive Director of the Office of Human Resources, updated the Board on employee engagement. Ms. Niparko said that employee engagement survey results had indicated that employees did not feel well communicated with. As a result, a plan is in place to install electronic billboards that will stream content related to the city. She said meetings with vendors are in process.*

VI. New Cases: None.

VII. Pending Cases:

1. Franklin Gale v. Department of Safety, Denver Sheriff's Department, Appeal No. 02-15A.
The Career Service Board granted an unopposed motion for extension to file response brief, written order to follow.

VIII. Executive Session:

The Board went into executive session at 9:27 a.m. to discuss cases and staffing matters.

The Board re-convened the meeting at 11:14 a.m.

IX. Adjournment: *Adjournment was at 11.14 a.m.*