



Career Service Board Meeting #2298
Minutes
Thursday, October 20, 2016, 9:00 a.m.
Webb Municipal Building
201 W. Colfax Ave, Fourth Floor, Room 4.G.2

Gina Casias (Chair)
Patti Klinge (Co-Chair)
Neil Peck
Derrick Fuller

- I. Opening: Meeting called to order at 9:05 a.m.
1. Approval of the Agenda for the October 20, 2016 Board Meeting.
The Board unanimously approved the agenda for the October 20, 2016 meeting.
2. Approval of the Minutes for the October 6, 2016 Board Meeting.
The Board unanimously approved the minutes for the October 6, 2016 meeting.

II. Board Comments: None.

III. Public Comments: None.

IV. Public Hearing:

- 1. Public Hearing Notice No. 530 – Landside Parking Electronics Technician

Alena Duran, Classification and Compensation Analyst from the Office of Human Resources, presented Public Hearing Notice No. 530 to the Board.

Ms. Duran proposed the following pay changes for the Landside Parking Electronics Technician classification:

Table with 6 columns: Base, Fringe, Total (Current) and Base, Fringe, Total (Proposed). Values include \$22.14, \$6.82, \$28.96, \$24.35, \$4.27, and \$31.43.

The Board unanimously approved Public Hearing Notice No. 530.

- 2. Public Hearing Notice No. 531 – Fuel Handler Series

Alena Duran presented Public Hearing Notice No. 531 to the Board.

Ms. Duran proposed the following changes to the classifications in the Fuel Handler Series:

Classification	Current			Proposed		
	Base	Fringe	Total	Base	Fringe	Total
Fuel Distribution System Operator	\$18.97	\$6.46	\$25.43	\$20.87	\$6.68	<b>\$27.55</b>
Lead Fuel Distribution System Operator	\$19.83	\$6.56	\$26.39	\$21.82	\$6.79	<b>\$28.61</b>
Fuel Distribution System Mechanic	\$23.46	\$6.98	\$30.44	\$25.81	\$7.25	<b>\$33.06</b>
Lead Fuel Distribution System Mechanic	\$24.53	\$7.10	\$31.63	\$26.98	\$7.38	<b>\$34.36</b>

The Board unanimously approved Public Hearing Notice No. 531.

3. Classification Notice No. 1529 – Deputy Public Defender I & II

Susan O'Neill, Senior Classification and Compensation Analyst from the Office of Human Resources, presented Classification Notice No. 1529 to the Board.

Ms. O'Neill proposed the following changes to the Deputy Public Defender I and II pay grades. She said the change is due, in part, to high turnover in these positions.

<u>Classification</u>	<u>Current Pay Grade/Range</u>	<u>Proposed Pay Grade/Range</u>
Deputy Public Defender I	807-L (\$48,108 - \$76,973)	810-L (\$58,768 - \$94,029)
Deputy Public Defender II	809-L (\$54,975 - \$87,960)	812-L (\$67,158 - \$107,453)

Board Chair Gina Casias asked Ms. O'Neill how the high turnover in these positions was attributed to salary.

Alice Norman, Chief Public Defender from the Public Defender's Office, responded to Ms. Casias' question. Ms. Norman said the results of exit interviews revealed that the high turnover was attributed to salary. She also said she is still in touch with many of these former employees and they have verbally indicated that the salary was too low.

The Board unanimously approved Classification Notice No. 1529.

4. Classification Notice No. 1530 – Crime Scene Investigator Series

Susan O'Neill presented Classification Notice No. 1530 to the Board.

Ms. O'Neill proposed the following changes to the Crime Scene Investigator Series and indicated that the change is due, in part, to high turnover in these positions.:

<u>Classification</u>	<u>Current Pay Grade/Range</u>	<u>Proposed Pay Grade/Range</u>
Crime Scene Investigator I	618-E (\$44,081-\$64,358)	621-E (\$50,376-\$73,549)
Crime Scene Investigator II	621-E (\$50,376-\$73,549)	624-E (\$57,569-\$84,051)
Crime Scene Supervisor	627-E (\$65,790-\$96,053)	628-E (\$68,783-\$100,423)

Board member Derrick Fuller asked if the high turnover they are seeing in these positions is due to low pay or the difficult work that is involved.

Greg LaBerge, Director of the Forensics and Evidence Division of the Denver Police Department, responded by saying the reason for such high turnover is the low level of pay coupled with the heavy workload for these positions.

*Board member Neil Peck asked Mr. LaBerge if he believes the proposed pay grade changes will be adequate.*

*Mr. LaBerge responded that the proposed pay increases should be sufficient for the time being, but he cannot guarantee they will not be seeking more pay increases in a couple of years.*

*Board Co-Chair Patti Klinge asked what part of the current pay ranges employees are hired in.*

*Mr. LaBerge answered that they hire well above the midpoint.*

*Ms. Klinge asked Mr. LaBerge what section of the proposed pay ranges he would be hiring new employees in.*

*Mr. LaBerge responded that he would likely hire within the second quartile of the proposed ranges.*

*The Board unanimously approved Classification Notice No. 1530.*

**V. Director's Briefing:**

1. *Heather Britton, Benefits and Wellness Manager from the Office of Human Resources, provided an update on the 2017 benefits open enrollment. She outlined the communication surrounding open enrollment which includes standard mail, e-mail, and live presentations. Ms. Britton also discussed the consumerism campaign that has been launched.*

*Ms. Britton also said that in 2017 the city will be taking bids for 2018 medical plans as the executive order requires this process to take place every three to five years.*

*Ms. Britton also told the Board that the city's insurance carriers will be paying for a wellness portal. The current plan is to have employees complete a wellness program in 2017 which will result in either a contribution to their HSA in 2018 or a premium reduction for those employee who do not utilize a high deductible health plan.*

**VI. New Cases:**

1. *Danial Steckman v. Department of Safety, Denver Sheriff's Department, Appeal No. 30-15  
The Career Service Board affirmed the Hearing Officer's decision, written order to follow.*
2. *Krishna Colquitt v. Department of Human Services, Appeal No. 34-15A  
The Career Service Board postponed their decision on this case.*

**VII. Pending Cases:**

1. *Marion Stewart v. Denver Sheriff's Department, Appeal Nos. 38-15A and 60-15A  
The Career Service Board affirmed the Hearing Officer's decision, written order to follow.*

**VIII. Executive Session:**

*The Board went into executive session at 9:32 a.m. to discuss cases and staffing matters.*

*The Board re-convened the meeting at 10:34 a.m.*

**IX. Adjournment:** *Adjournment was at 10:35 a.m.*