

Career Service Board Meeting #2394

Minutes

Thursday, March 18, 2021, 9:00am

Microsoft Teams

Karen DuWaldt (Co-Chair)
Neil Peck (Co-Chair)
Patricia Barela Rivera
David Hayes
LaNee Reynolds

- I. **Opening:** *Meeting was called to order at 9:03am. Karen DuWaldt, Board Co-Chair, asked for a roll call of those present for the record.*

All members of the Career Service Board were present, with the exception of Mr. Peck who joined the meeting afterward, in addition to Bob Wolf, Sr. Asst. City Attorney to the Board, and Karen Niparko, Executive Director, Office of Human Resources ("OHR").

1. **Approval of the Agenda for the March 18, 2021 Board Meeting.**

Board Member Patricia Barela Rivera made a motion, seconded by Board Member David Hayes, to approve the agenda for the March 18, 2021 meeting, which was approved unanimously by the Board.

2. **Approval of the Minutes for the February 18, 2021 Board Meeting.**

Board Member LaNee Reynolds made a motion, seconded by Board Member Patricia Barela Rivera, to approve the minutes for the February 18, 2021 meeting, which was approved unanimously by the Board.

II. **Board Comments:** *None.*

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

IV. **Public Hearing:**

1. Public Hearing Notice No. 640 – Prevailing Wage: DIA Oil & Gas Positions

Conor Wildt, Sr. Classification & Compensation Analyst, presented Public Hearing Notice No. 640 to adopt a change in the pay and/or fringe benefits of the wage classification series of "Derrick Hand/Roustabout, Electrician, Mechanic, Pipefitter, Rig/Drill Operator and Truck Driver" in accordance with section 20-76(c)(3) of the Denver Revised Municipal Code.

The following pay and fringe benefits revision was proposed:

	Current			Proposed		
	Base Wage	Fringes	Total	Base Wage	Fringes	Total
Derrick Hand/Roustabout	\$14.49	\$6.21	\$20.70	\$15.94	\$6.38	\$22.32
Electrician	\$26.44	\$7.59	\$34.03	\$26.44	\$7.59	\$34.03
Heavy Equipment Mechanic	\$25.44	\$7.48	\$32.92	\$26.55	\$7.60	\$34.15
Pipefitter	\$26.70	\$7.62	\$34.32	\$27.10	\$7.67	\$34.77
Rig/Drill Operator	\$23.02	\$7.20	\$30.22	\$23.80	\$7.29	\$31.09
Truck Driver	\$23.62	\$7.27	\$30.89	\$24.32	\$7.35	\$31.67

The Service Contract Act was used to determine the appropriate wage and fringe for this classification.

Board Member David Hayes made a motion, which was seconded by Board Member LaNee Reynolds, to approve Public Hearing Notice No. 640, which was unanimously approved by the Board.

2. Public Hearing Notice No. 641 – Prevailing Wage: Quality Control Assurance Technician

Conor Wildt, Sr. Classification & Compensation Analyst, presented Public Hearing Notice No. 641 to adopt a change in the pay and/or fringe benefits of the wage classification series of “Quality Control & Assurance Technician” in accordance with section 20-76(c)(3) of the Denver Revised Municipal Code.

The following pay and fringe benefits revision was proposed:

	Current			Proposed		
	Base Wage	Fringes	Total	Base Wage	Fringes	Total
Quality Control & Assurance Technician	\$25.81	\$7.52	\$33.33	\$25.35	\$7.47	\$32.82

The Colorado Compensation Benchmark survey was used to determine the base wage. The Service Contract Act was used to determine the fringe benefits for this classification.

Board Co-Chair Karen DuWaldt clarified the wage and benefit change only affects future contracts with the city, to which Mr. Wildt affirmed was correct.

Board Member Patricia Barela Rivera made a motion, which was seconded by Board Member David Hayes, to approve Public Hearing Notice No. 640, which was unanimously approved by the Board.

V. Director’s Briefing:

1. Return to Work Update – Karen Niparko

Karen Niparko, Executive Director, Office of Human Resources, presented an update regarding the city’s Return to Work and Future Workplace plans. Ms. Niparko noted the Mayor is working closely with the Governor to coordinate the return of city and state employees in order to support revitalizing downtown businesses.

The proposed plan will also include provision for continuing remote work for some employees since the pandemic demonstrated many agencies performed and provided services at a high level while doing so. Ms. Niparko stated she would share the results of the employee survey with the Board at the next meeting, but initial results indicated 70% of participants plan to be vaccinated.

Board Co-Chair Karen DuWaldt asked if the Mayor is also consulting with other major cities and counties to gather information on what their plans are. Ms. Niparko responded in the affirmative, and noted she also hosts an IPMA-HR videoconference meeting every two weeks with other municipalities’ HR directors to share information.

2. New Classification & Pay Plan Update – Nicole de Gioia-Keane

Nicole de Gioia-Keane, Director of Classification & Compensation, presented an update regarding the ordinance approval process for the proposed new Classification & Pay Plan. It is anticipated the full City Council will approve the required ordinance changes next week.

The Board is scheduled to meet on April 1, 2021 to hold a public hearing on the related changes to the Career Service Rules to complete the implementation as planned. These changes will be highlighted in a public hearing notice issued on March 19.

VI. Executive Session:

The Board went into executive session at 9:20am and discussed several OHR issues with Karen Niparko. Hearing Officers Bruce Plotkin and Federico Alvarez subsequently joined the executive session to discuss assuming responsibility for additional hearings in the city with the Board.

The Board approved and authorized the Career Service Hearing Office to conduct hearings on administrative appeals for the Office of the City Forester and the Division of Small Business Opportunity, under the Denver Economic Development and Opportunity.

Bob Wolf, Sr. Asst. City Attorney to the Board, will ensure any necessary inter-agency agreements are executed as required.

VII. Adjournment: *Adjournment was at 10:12am.*