

POSTING IS REQUIRED

Classification Notice No. 1518

To: Agency Heads and Employees
From: Karen Niparko, Executive Director of Human Resources
Date: April 19, 2016
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by deleting Recreation Facility Assistant and Recreation Aide.

These are classes to be abolished because they are currently vacant, and no longer needed by the Department of Parks and Recreation. OHR conducted a Recreation Study in 2015 and a creation of Golf specific classes in February of 2016 to replace these classes. The departments or agencies that used these classes were notified, and they approved the abolishment of these classes.

ABOLISHMENTS

<u>Classification Title</u>	<u>Pay Grade</u>
Recreation Aide	212-Y
Recreation Facility Assistant	219-Y

Per Career Service Rule 7-37 A – “If it is determined, as a result of an audit or maintenance study, that changes to the classification and pay plan are necessary, the effective date of any resulting changes to the classification and pay plan shall be the beginning of the first work week following approval by the Mayor or by the City Council over the Mayor’s veto.”

The Career Service Executive Personnel Director shall provide those appointing authorities who are affected with a draft of proposed changes in the plan, and notice shall be posted on appropriate bulletin boards at least thirteen calendar days from the date of this notice.

Public Notice of Changes:

The scheduled time for the public hearing is **Thursday May 5, 2016 at 5:00 p.m.** in the OHR Board Room, Room 4.G.2, Webb Municipal Building, 201 West Colfax Avenue.

Note: Please submit any questions or comments on this proposal in writing to Nicole de Gio-Keane Nicole.deGioia-Keane@denvergov.org Office of Human Resources, in care of Alena Duran alena.duran@denvergov.org by 8:00 a.m. on **Tuesday, May 3, 2016**. Please include a contact name and phone number so that we may respond directly.

If anyone wishes to be heard by the Board on this item, please call Alisha Gronniger alisha.gronniger@denvergov.org at (720) 913-5650 no later than noon on **Tuesday May 3 2016**.