

POSTING IS REQUIRED

Classification Notice No. 1522

To: Agency Heads and Employees
From: Karen Niparko, Executive Director of Human Resources
Date: May 6, 2016
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by changing the pay grade of Hearings Officer from 821-L to 816-L.

The Career Service Board requested at the conclusion of the April 7, 2016 meeting “additional information” in order for it to conclude on Classification and Compensation’s recommendation for assigning a proper pay grade change to the Hearings Officer classification. Specifically, additional market data was requested. To accomplish this task, an expanded market survey was conducted, this time by adding the national market to locate and collect data matches.

PAY GRADE CHANGE

Job Code: **Classification Title:**
CL0364 Hearings Officer

<u>Current Pay Grade:</u>	<u>Proposed Pay Grade</u>
821-L	816-L
Minimum: \$119,847	Minimum: \$85,850
Midpoint: \$155,801	Midpoint: \$111,605
Maximum: \$191,755	Maximum: \$137,360

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 19, 2016 at 9:00 a.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 **Thursday, May 19, 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 17 2016**.