

POSTING IS REQUIRED

Classification Notice No. 1554

To: Agency Heads and Employees
From: Karen Niparko, Executive Director of the Office of Human Resources
Date: November 22, 2017
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by changing the pay grade of the Executive Director – Civil Service Commission from A-814 to A-816.

The pay grade of the Executive Director - Civil Service Commission classification has not changed with the other equivalent Director classifications. It is necessary to change the pay grade of the Executive Director - Civil Service Commission to correct this. This is the head of the Denver Civil Service Commission, an independent agency that is responsible for administering the testing process for entry-level and promotional positions within the Denver Police and Fire Departments, policy administration, and hearing disciplinary appeals of classified members.

PAY GRADE CHANGE ONLY

Classification Title

Executive Director – Civil Service Commission

Current Pay Grade

A-814 (\$79,828–\$103,777–\$127,725)

Proposed Pay Grade

A-816 (\$91,224–\$118,591–\$145,958)

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 Executive Director of the Office of Human Resources 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, December 7, 2017 at 4:30 PM** in the OHR Board Room, Room 4.G.2, Webb Municipal Building, 201 West Colfax Avenue.

Please submit any questions or comments on this proposal in writing to compensation@denvergov.org by 8:00 AM on **Tuesday, December 5, 2017**. 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 George Branchaud george.branchaud@denvergov.org at (720) 913-5650 no later than noon on **Tuesday, December 5, 2017**.