

POSTING IS REQUIRED

Classification Notice No. 1562

To: Agency Heads and Employees
From: Karen Niparko, Executive Director of the Office of Human Resources
Date: March 23, 2018
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by creating a new classification called Veterinarian Fellow at pay grade A-406.

Denver is in a great position to promote the field of shelter medicine, allowing veterinarians to experience this unique and critical aspect of veterinary medicine while benefiting Denver Animal Protection. It is proposed to create a new Veterinary Fellow classification which allows the Denver Animal Shelter to continue to grow the field of shelter medicine in the community. This new classification will provide an opportunity to gain experience in an expert shelter veterinary clinic at Denver Animal Shelter.

The Veterinary Fellow will provide veterinary care including surgery, vaccination, medical care, diagnostics, euthanasia, and treatments to animals at the Denver Animal Shelter under the guidance of the Lead Shelter Veterinarian. The Veterinarian Fellow will follow all internal medical and procedural protocols as expected for all staff at Denver Animal Protection (DAP).

The Denver Animal Shelter currently has one Shelter Veterinarian on staff and coverage is 5 days a week. This causes the Denver Animal Shelter to rely heavily on emergency veterinary hospital partners to cover when our Lead Shelter Veterinarian is on personal time off (PTO) or out of the office for the weekends. The proposed classification of Veterinary Fellow will allow our customers to work with a licensed veterinarian 7 days a week. This will save Denver Animal Shelter expenses related to this relief work and will increase customer service to our community. DAP may be able to reduce their budget by \$20,000 as a result of relief costs associated with medical care.

NEW CLASS

Proposed Title

Veterinarian Fellow

Proposed Pay Grade

A-406(\$15.88-\$15.88-\$15.88)

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, April 5, 2018 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 **Thursday, April 5, 2018**. 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, April 3, 2018**.