

POSTING IS REQUIRED

Classification Notice No. 1564

To: Agency Heads and Employees
From: Karen Niparko, Executive Director of the Office of Human Resources
Date: May 3, 2018
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by creating new classifications of Fleet Technician I, Fleet Technician II, Fleet Technician III, Fleet Technician Lead, Fleet Technician Supervisor, Fleet Collision Technician, Fleet Collision Supervisor, and Fleet Maintenance Manager. This proposed change also amends the Classification and Pay Plan by abolishing certain classifications.

This study is the result of management request from the three civilian fleet divisions in the City and County of Denver (CCD). Because of changes in the skilled and semi-skilled trades market, management expressed challenges with attracting and retaining talented fleet technicians to work for the CCD. The CCD has three distinct fleet divisions under review: Denver Police Fleet, Denver Public Works Fleet, and Denver International Airport Fleet. There are 12 classification titles under review with this study. The general classification structure/career path depended on which shop an employee is in; Police use different classifications than did Pubic Works or the Airport, who operate similarly.

The purpose of this study was to (1) review the classification structure and propose changes to reflect the business operations, (2) review, revise, create, and/or abolish current or new classifications to ensure the descriptions reflect the work being performed, and (3) review market data to ensure competitive pay ranges for the new and revised classifications. OHR conducted a variety of methods to collect data, including job shadowing, one focus group of subject matter experts, and consulted directly with management to understand the work itself and structure of the three organizations.

This study resulted in the consolidation of four existing classification series/career paths utilizing 12 different titles into two new series, titled either under the Fleet Technician series with five (5) new titles, Fleet Collision series with two (2) new titles, and the Fleet Maintenance Manager, a new classification title. This new naming represents a growing practice to move away from the term "mechanics" due to the more complex, technical evolution of the work itself within the industry. Using consistent titling will allow easier identification of career paths and to identify related classes in the series.

NEW CLASSIFICATIONS

<u>Proposed Title</u>	<u>Proposed Pay Grade</u>
Fleet Technician I	J-617 (\$20.33–\$25.01–\$29.68)
Fleet Technician II	J-619 (\$22.23–\$27.35–\$32.46)
Fleet Technician III	J-621 (\$24.30–\$29.89–\$35.48)
Fleet Technician Lead	J-622 (\$25.41–\$31.26–\$37.10)
Fleet Technician Supervisor	J-811 (\$59,023–\$76,730–\$94,437)
Fleet Collision Technician	J-621 (\$24.30–\$29.89–\$35.48)
Fleet Collision Supervisor	J-811 (\$59,023–\$76,730–\$94,437)
Fleet Maintenance Manager	A-814 (\$79,828–\$103,777–\$127,725)

ABOLISHMENTS

<u>Classification Title</u>	<u>Pay Grade</u>
Fleet Maintenance Support Engineer	E-814
Automotive Service Technician	J-612
Heavy Equipment Service Technician	J-613
Police Fleet Technician	J-617
Body Repair Worker	J-618
Heavy Equipment Mechanic	J-618
Senior Police Fleet Technician	J-618
Lead Heavy Equipment Mechanic	J-619
Automotive Body Repair Supervisor	J-810
Automotive Service Center Supervisor	J-810
Heavy Equipment Mechanic Line Supervisor	J-810
Associate Heavy Equipment Mechanic	J-616
Mechanic Line Supervisor	J-810

Per Career Service Rule 7-37 A – “If it is determined that changes to the Classification & Pay Plan are necessary, the effective date of any resulting changes to the Classification & 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. Provisional classifications resulting from changes to the Classification & Pay Plan may be used upon approval by the OHR Executive Director or Board, but use for longer than six months is contingent upon City Council approval.”

Public Hearing: Yes No in accordance with Career Service Rule 7-21

Public Notice of Changes:

The scheduled time for the public hearing is **Thursday, May 17, 2018 at 9:00 AM** 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 **Wednesday, May 16, 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, May 15, 2018**.