



**POSTING IS REQUIRED**

**Classification Notice No. 1625**

**To:** Agency Heads and Employees  
**From:** Karen Niparko, Executive Director of the Office of Human Resources  
**Date:** September 20, 2019  
**Subject:** Proposed Change to the Classification and Pay Plan

**The proposed change amends the Classification and Pay Plan by changing the title and pay grade of Emergency Management Coordinator (A-809) to Emergency Management Specialist (A-812).**

A new classification was recently created titled Airport Emergency Operations Specialist (A-812). The duties are comparable to the Emergency Management Coordinator and it is proposed to change the classification title and pay grade to Emergency Management Specialist, grade A-812 to maintain pay grade parity.

**CLASSIFICATION TITLE CHANGE**

<b><u>Current Class Title</u></b>	<b><u>Proposed Class Title</u></b>	<b><u>Current Pay Grade &amp; Range</u></b>
Emergency Management Coordinator	Emergency Management Specialist	A-809 (\$58,433-\$75,963-\$93,493)

**CLASSIFICATION PAY GRADE CHANGE**

<b><u>Current Class Title</u></b>	<b><u>Current Pay Grade &amp; Range</u></b>	<b><u>Proposed Pay Grade &amp; Range</u></b>
Emergency Management Specialist	A-809 (\$58,433-\$75,963-\$93,493)	A-812(\$71,382-\$92,797-\$114,211)

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

Please submit any questions or comments on this proposal in writing to [compensation@denvergov.org](mailto:compensation@denvergov.org) by 8:00 AM on **Thursday, October 3, 2019**. Please include a contact name and phone number so that we may respond directly.

**Office of Human Resources**  
201 W. Colfax Ave. Dept. 412 | Denver, CO 80202  
p: 720.913.5751 | f: 720.913.5720  
[www.denvergov.org/humanresources](http://www.denvergov.org/humanresources)