



POSTING IS REQUIRED

Classification Notice No. 1638

To: Agency Heads and Employees
From: Karen Niparko, Executive Director of the Office of Human Resources
Date: February 07, 2020
Subject: Proposed Changes to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by changing the job code and title of Election Judges (EJ1464) and Election Judges Stipend (EJ2424) to Election Judge (RG3245) and Election Judge Stipend (RG3246). The pay grade will also be changed from J-000 to Z-115 and the previous classifications and pay range will be abolished.

The Office of Human Resources Classification and Compensation Division has been working with the Clerk & Recorder’s Election Division (C&R) to create a pay range that reflects actual hourly pay rates that are compensating citizen election judges. Election judges perform a wide range of tasks including using computer databases, checking in voters, verifying information, and processing ballots. Citizen election judges are currently compensated between \$13.00 and \$24.00 per hour while IT specialized personnel could be compensated above \$24 per hour based on market rates. However, the current pay range for election judges is \$0.49 to \$98.62 per hour. As part of the request, the job code will be revised showing the placement of this classification from Maintenance and Operations Occupational Group (J) to the Community Rate Occupational Group (Z). The job titles have been modified to reflect the function of the assigned tasks, Election Judge. Election judges are not considered employees of the City and County of Denver pursuant to Articles 70 to 80 of Title 8, of the Colorado Revised Statutes. Compensation for election judges falls under Colorado Revised Statutes, § 1-6-115, Compensation of Judges.

JOB CODE/JOB TITLE REVISIONS

<u>Current Job Code/Title</u>	<u>Revised Job Code</u>
EJ1464 - Election Judges	RG3245 - Election Judge
EJ2424 - Election Judges Stipend	RG3246 - Election Judge Stipend

PAY GRADE AND RANGE CREATIONS

<u>Proposed Classification Title</u>	<u>Current Pay Grade & Range</u>	<u>Proposed Pay Grade & Range</u>
Election Judge	J-000 (\$1,000 - \$100,500 - \$200,000)	Z-115 (\$13.00 - \$31.50 - \$50.00)
Election Judge Stipend	J-000 (\$1,000 - \$100,500 - \$200,000)	Z-115 (\$13.00 - \$31.50 - \$50.00)

JOB CODE/TITLE and PAY GRADE ABOLISHMENTS

<u>Job Code/Title</u>	<u>Pay Grade & Range</u>
EJ1464 - Election Judges	J-000 (\$1,000 - \$100,500 - \$200,000)
EJ2424 - Election Judges Stipend	J-000 (\$1,000 - \$100,500 - \$200,000)

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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, February 20, 2020 at 9:00 AM** in the Webb Municipal Building, Career Service Hearings Office on the 1st floor, located at 201 West Colfax Avenue, Denver, CO 80202.

Please submit any questions or comments on this proposal in writing to compensation@denvergov.org by 8:00 AM on **Thursday, February 20, 2020**. 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, February 18, 2020**.