To: Agency Heads and Employees  
From: Kathy Nesbitt, Executive Director of the Office of Human Resources  
Date: March 11, 2022  
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by changing the pay grade of Environmental Public Health Manager.

A study was recently conducted to ensure consistent application of certain Environmental Public Health classifications to certain positions. One of the study’s findings is to modify the pay grade of the Environmental Public Health Manager to ensure the pay grade is aligned to other similar classifications across the city.

**PAY GRADE CHANGE**

<table>
<thead>
<tr>
<th>Job Code</th>
<th>Current Classification Title</th>
<th>Current Pay Grade &amp; Range</th>
<th>Proposed Pay Grade &amp; Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>CE2271</td>
<td>Environmental Public Health Manager</td>
<td>EX-14 ($91,816-121,656-151,496)</td>
<td>EX-15 ($99,162-131,389-163,617)</td>
</tr>
</tbody>
</table>

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 by 8:00 AM on **Thursday, March 24, 2022**. Please include a contact name and phone number so that we may respond directly.