

Career Service Rule Section 2-20 B. - Adoption, Amendment or Repeal of Career Service Rules. When the Board or the Personnel Director considers that a change in the Rules is necessary or desirable, the procedure shall be as follows: ... 2) The proposed rule change shall be posted on bulletin boards and made available to appointing authorities, employees, and the general public for comments and suggestions. A short summary of the proposed rule changes shall be posted with the proposed rule change. 4) A public hearing on the proposed rule change shall be held by the Board."

**PLEASE POST ON ALL BULLETIN BOARDS AS SOON  
AS POSSIBLE**

Public Hearing Notice - No. 463

A Career Service Board Public Hearing has been scheduled regarding the proposed revision of Career Service Rule 9-57 Swim Instruction Differential.

The scheduled time for the public hearing is **THURSDAY, FEBRUARY 21, 2013, at 9:00 A.M.**, in **Room, 4.G.2.**, Webb Municipal Building, 201 West Colfax Avenue.

If anyone wishes to submit written comments or talk to CSA staff regarding this notice, please contact:

Pete Garritt  
HR Supervisor  
Career Service Authority  
201 West Colfax, 4<sup>th</sup> Floor  
Department 412  
Denver, Colorado 80202

(720) 913-5671

[Peter.Garritt@denvergov.org](mailto:Peter.Garritt@denvergov.org)

Comments regarding this notice should be submitted no later than the close of business on **FRIDAY, FEBRUARY 15, 2013**.

If anyone wishes to address the Board regarding this notice please contact Fran Trujillo at (720) 913-5168 or at [Frances.Trujillo@denvergov.org](mailto:Frances.Trujillo@denvergov.org) no later than **12:00 noon on TUESDAY, FEBRUARY 19, 2013** to get on the agenda.

**PLEASE POST ON ALL BULLETIN BOARDS**

**AS SOON AS POSSIBLE**

**RULE PROPOSAL 429B**

**TO: Appointing Authorities, Managers, and Employees**

**FROM: Nita Mosby Henry, CSA Executive Director**

**DATE: February 8, 2013**

**SUBJECT: Proposed revision of the Career Service Rule 9-57 Swim Instruction Differential**

**THIS PROPOSED REVISION TO THE CAREER SERVICE RULES IS BEING POSTED FOR PUBLIC COMMENT AND HEARING TO BE HELD ON**

**THURSDAY, February 21, 2013, at 9:00 A.M.  
Webb Building Room 4.G.2**

**Here is a summary of this rule change proposal:**

**OHR's Classification and Compensation Unit has been working with the Department of Parks and Recreation to align the pay structure for lifeguarding and swim instruction with community practice. This rule change proposal is part of that initiative. If this plan is implemented, all Lifeguards will be in the same classification and pay grade. Those lifeguards who teach swim lessons (which is what currently distinguishes the Advanced Lifeguard classification from the Lifeguard classification) will be eligible to receive this differential.**

**If you would like to schedule a meeting with a member of Career Service Authority to discuss this proposal prior to the Public Hearing, please contact Pete Garritt at (720) 913-5671.**

**9-57 Swim Instruction Differential**

**A. The Manager of Parks and Recreation will allow eligible employees to receive a Swim Instruction Differential for group or private swim lessons conducted at City-owned recreation facilities. The Department of Parks and Recreation retains the right to revoke eligibility for the differential for any business-related reason, at any time.**

**B. In order to be eligible to receive the Swim Instruction Differential, an employee must:**

**1. Be classified as a Lifeguard;**

**2. Have current certifications for Water Safety Instructor (WSI), First Aid (adult/infant/child) and Cardiopulmonary Resuscitation for the Professional Rescuer (CPR/PR); and**

**3. Be assigned to conduct the swim lesson(s) by management.**

**C. Amount of Differential:**

**1. Employees will receive their current hourly rate of pay for time spent conducting swim lessons.**

**2. In addition, employees will receive the following swim lesson differential:**

**a. Fifteen percent (15%) of the employee's current hourly rate of pay for time spent teaching a group swim lesson.**

**b. Fifty percent (50%) of the employee's current hourly rate of pay for time spent teaching a private swim lesson.**