

Career Service Rule Section 2-20 B. - Adoption, Amendment or Repeal of Career Service Rules. When the Board or the OHR Executive 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. 499

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 19, 2015, 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 OHR staff regarding this notice, please contact:

Pete Garritt
HR Supervisor
Office of Human Resources
201 West Colfax, 4th Floor
Department 412
Denver, Colorado 80202

(720) 913-5671

Peter.Garritt@denvergov.org

Comments regarding this notice should be submitted no later than **12:00 noon on TUESDAY, FEBRUARY 17, 2015**.

If anyone wishes to address the Board regarding this notice please contact Fran Trujillo at (720) 913-5168 or at Frances.Trujillo@denvergov.org no later than **12:00 noon on TUESDAY, FEBRUARY 17, 2013** to get on the agenda.

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AS SOON AS POSSIBLE

RULE PROPOSAL 438B

TO: Appointing Authorities, Managers, and Employees

FROM: Karen Niparko, OHR Executive Director

DATE: February 6, 2015

SUBJECT: Proposed revision of 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 19, 2015, at 9:00 A.M.
Webb Building Room 4.G.2**

This proposal to increase the amount of swim instruction differential payable to eligible employees is being presented to the Board at the request of the Department of Parks and Recreation. The goal behind this proposal is to allow compensation to Lifeguards to remain competitive with community pay practices and to encourage Lifeguard participation in the private swim instruction program. OHR's Classification and Compensation Unit determined that the requested increase was within market rates for lifeguards teaching group and private swim lessons.

If you would like to schedule a meeting with a member of the OHR 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~~ **Fifty** percent (~~45~~ **50**%) of the employee's current hourly rate of pay for time spent teaching a group swim lesson.
 - b. ~~Fifty~~ **Seventy-five** percent (~~50~~ **75**%) of the employee's current hourly rate of pay for time spent teaching a private swim lesson.