

Career Service Rule Section 2-20 B. - Adoption, Amendment or Repeal of Career Service Rules (“Rules”). When the Board or the OHR Executive Director determines 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 the same bulletin boards as the local, state, and federal-mandated posters, as well as the Career Service Board’s internet page, and made available to appointing authorities, employees, and the general public for comments and suggestions. A short summary of the proposed rule change and the reason(s) for the proposed change 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. 631

A Career Service Board Public Hearing has been scheduled regarding the proposed adoption of the revisions to **Career Service Rule 2-32B Special Additional Notice Requirements**.

A Career Service Board Meeting regarding Public Hearing Notice 631 is scheduled for **Thursday, December 17, 2020**. The public hearing starts at **9:00 AM** and will be conducted through a provided conference call number and available digital link through public notice of the agenda, released no later than two days prior to the scheduled meeting.

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

Office of Human Resources
Employee Relations Team
(720) 913-5710
ERSTeam@denvergov.org

Comments regarding this notice should be submitted no later than **12:00 P.M. on Monday, December 14, 2020**.

If anyone wishes to address the Board regarding this notice please contact George Branchaud at (720) 913-5650 or at george.branchaud@denvergov.org no later than **12:00 P.M. on Monday, December 14, 2020** to get on the agenda. You are encouraged to submit written comments regarding the subject matter of your testimony at this time so that the Board has time to adequately consider your input.

PLEASE POST ON ALL BULLETIN BOARDS
AS SOON AS POSSIBLE

RULE PROPOSAL 60D

TO: Appointing Authorities, Managers, and Employees
FROM: Karen Niparko, OHR Executive Director
DATE: December 04, 2020
SUBJECT: Proposed adoption of the revisions to Career Service Rule 2-32B Special Additional Notice Requirements

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

December 17, 2020, at 9:00 A.M.

CURRENT RULE	REVISED RULE	RULE NUMBER	REVISION INTENTION & IMPACT
<p>B. Special Additional Notice Requirements: When the subject of a hearing is a proposed pay plan adjustment or a proposed rule change, the OHR shall provide electronic copies of the notice of public hearing to appointing authorities who shall post such notices in conspicuous locations in the workplaces.</p>	<p>B. Special Additional Notice Requirements: When the subject of a hearing is a proposed classification notice or a proposed rule change, the OHR shall provide electronic copies of the notice of public hearing to appointing authorities. who shall post such notices in conspicuous locations in the workplaces.</p>	<p>2-32 A2 B</p>	<p>This rule is being revised to modernize the requirement of the physical postings of public hearing notices, especially during a worldwide pandemic.</p> <p>Classifications and Public Hearing notices are communicated via MailChimp to a listserv of emails, posted on the Denver Employee Bulletin, posted on Denvergov.org with a link on Denver Hub, posted on the Career Service Board’s internet page, and physically posted on 1st floor of Webb Building, 4th floor of Webb Building and 1st floor of the City and County Building.</p>

DELETIONS ARE INDICATED BY strike through AND ADDITIONS ARE INDICATED BY *bold, italics, and underline.*

2-32 Notice and Conduct

A. Notice of Hearings:

1. Notice of public hearings by the Board shall be given at least thirteen (13) calendar days in advance of the hearing, and shall state the time, date, place, and subject of the hearing, who may be heard, and the process to be heard.

2. Such notice shall be posted in the public area of the OHR on a bulletin board provided for such notices, on the first floor of the City and County Building, and on the Board's internet page.

B. Special Additional Notice Requirements:

When the subject of a hearing is a proposed pay plan adjustment or a proposed rule change, the OHR shall provide electronic copies of the notice of public hearing to appointing authorities. ~~who shall post such notices in conspicuous locations in the workplaces.~~

(Revised November 25, 2019; Rule Revision Memo 57D)

C. Conduct of Hearings by the Board:

1. Persons wishing to speak at a hearing shall have their names placed on the agenda in advance of the hearing. The Board, in its discretion, may, at any time, admit more speakers preceding or during the hearing. The Board may, in its discretion, place reasonable limitations on the hearing.

2. Proceedings of a mandatory hearing shall be recorded, but need not be transcribed unless required in litigation. If a transcript is required, the party requesting the transcript shall pay the costs.

3. At the discretion of the Board, hearings may be continued for good cause.