



POSTING IS REQUIRED

Classification Notice No. 1789

To: Agency Heads and Employees
From: Kathy Nesbitt, Executive Director of the Office of Human Resources
Date: August 4, 2023
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by changing the pay grades of Assistant City Attorney Associate, Associate Deputy District Attorney, Deputy Public Defender Associate, Assistant City Attorney Section Supervisor, and Deputy Public Defender Supervisor.

The Office of Human Resources has recently conducted a maintenance study and reviewed the pay grades for all attorney classifications citywide. Based on this analysis, it is recommended to adjust the pay grades of certain attorney classifications to better align with market data and to better clarify and provide consistent progression as employees move through the career path in an attorney classification series. There are three parallel classification series with used City Attorney’s Office, District Attorney’s Office, and the Office of the Municipal Public Defender.

PAY GRADE CHANGES

<u>Classification Job Title</u>	<u>Current Pay Grade & Range</u>	<u>Proposed Pay Grade & Range</u>
Assistant City Attorney Associate	EX-13 (\$86,801-115,011-143,222)	EX-15 (\$99,162-131,389-163,617)
Associate Deputy District Attorney	EX-13 (\$86,801-115,011-143,222)	EX-15 (\$99,162-131,389-163,617)
Deputy Public Defender Associate	EX-13 (\$86,801-115,011-143,222)	EX-15 (\$99,162-131,389-163,617)
Assistant City Attorney Section Supervisor	EX-19 (\$135,190-182,507-229,823)	EX-20 (\$146,005-197,107-248,209)
Deputy Public Defender Supervisor	EX-19 (\$135,190-182,507-229,823)	EX-20 (\$146,005-197,107-248,209)

Public Notice of Changes

The scheduled time for the public hearing is **Thursday, August 17, 2023, 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.

If anyone wishes to submit written comments to the Board on this proposal, please submit them by no later than **noon (12:00 p.m.) on Monday, August 14, 2023:**

Cinthia Febres-Sutherlin, Executive Administrator
Office of Human Resources
(720)337-6447
Cinthia.febres-sutherlin@denvergov.org

If anyone wishes to be heard by the Board on this proposal, please submit your name and phone number by no later than **noon (12:00 p.m.) on Monday, August 14, 2023** to cinthia.febres-sutherlin@denvergov.org



If you have any questions about this proposal, please submit them in writing to compensation@denvergov.org by **noon (12 p.m.) on Wednesday, August 16, 2023**. Please include a contact name and phone number so that we may respond to your question directly.

Career Service Rule 7-37 Effective Dates, Section A: If it is determined that changes to the classification and pay plan are necessary, the effective date of any resulting changes to the classification and 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 and 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.