



**POSTING IS REQUIRED**

**Classification Notice No. 1803**

**To:** Agency Heads and Employees  
**From:** Kathy Nesbitt, Executive Director of the Office of Human Resources  
**Date:** November 10, 2023  
**Subject:** Proposed Changes to the Classification and Pay Plan

**The proposed change amends the Classification and Pay Plan by changing the pay grade of the Deputy Chief Probation Officer.**

Denver County Court has requested an analysis of certain pay grades and ranges to ensure appropriate pay grade progression within court classifications. The identified classification is recommended to increase by one pay grade due to a pay relationship with the Chief Probation Officer and to align its pay grade with other citywide administrative manager classifications.

**PAY GRADE CHANGE**

<u>Classification Title</u>	<u>Current Pay Grade &amp; Range</u>	<u>Proposed Pay Grade &amp; Range</u>
Deputy Chief Probation Officer	EX-13 (\$86,801-115,011-142,222)	EX-14 (\$93,744-121,211-154,678)

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](mailto:compensation@denvergov.org) by 8:00 AM on **Thursday, November 23, 2023**. Please include a contact name and phone number so that we may respond directly.

**Office of Human Resources**  
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