

Public Hearing Notice – No. 700
PLEASE POST ON ALL OFFICIAL PUBLIC INFORMATION
PLATFORMS AS SOON AS POSSIBLE.



Career Service Rule Section 2-20 B. - Adoption, Amendment or Repeal of Career Service 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.

A Career Service Board Public Hearing has been scheduled regarding the proposed revisions to Career Service Rule 5.

The hearing will take place on **Thursday, November 20, 2025, at 9:00 a.m.** in the Career Service Hearings Office, located on the First Floor of the Wellington E. Webb Municipal Office Building, 201 W. Colfax Ave., Denver, Colorado.

If you would like to submit written comments or speak with Office of Human Resources (OHR) staff regarding this notice, please contact:

Career Service Board, City and County of Denver
c/o Sheilla Thomas
Phone: (720) 337-6181
Email: Sheilla.Thomas@denvergov.org

Employees are strongly encouraged to submit written comments on the proposed rule changes. This allows the Board to review feedback in advance of the hearing. Comments must be submitted by **12:00 p.m., Friday, November 14, 2025.**

To speak at the hearing, please email the Career Service Board at CareerServiceBoard@denvergov.org no later than **12:00 p.m., Friday, November 14, 2025** to be added to the agenda. Individuals who plan to speak are also encouraged to submit written comments in advance to ensure the Board has sufficient time to consider their input.

Rule Revision Proposal 98D
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TO: Appointing Authorities, Managers, and Employees
FROM: Kathy Nesbitt, OHR Executive Director
DATE: Friday, November 7, 2025
SUBJECT: Proposed Revisions to Career Service Rule 5

THE FOLLOWING PROPOSED REVISIONS TO THE CAREER SERVICE RULES ARE BEING POSTED FOR PUBLIC COMMENT AND HEARING TO BE HELD ON

Thursday, November 20, 2025, 9:00 a.m.
Wellington E. Webb Municipal Office Building, Career Service Hearings Office

SUMMARY AND IMPACT OF PROPOSED RULE REVISIONS

Rule 5-34 A-1 and A-2 are proposed for revision to ensure the list of classifications with a 12-month (5-34 A-1) or a 9-month (5-34 A-2) probationary period are accurately reflected within the Career Service Rules.

PROPOSED RULE REVISIONS

Deletions are indicated by ~~strike through~~. Additions are indicated in ***red bold, italics and underline.***

5-34 Employment Probationary Status

Every person when first appointed or re-employed to a full time or part time, limited or unlimited Career Service position, that is not a trainee or intern position, shall hold employment probationary status for the probationary period established by this Rule 5.

An employment probationary period shall be regarded as an integral part of the examination process. It shall be utilized for closely observing the employee's work, assisting the employee to adjust to the duties and responsibilities of the position, and to separate or demote an employee as provided in this rule.

A. Duration of employment probation:

Except as provided below, the minimum period of employment probation shall be six (6) months.

1. The minimum period of employment probation for employees in Deputy Sheriff, County Court Marshal, ***County Court Marshal Chief, County Court Marshal Supervisor, Social Case Worker, Social Case Worker Bilingual, Social Case Worker Senior, Social Case Worker Senior Bilingual, Social Case Worker Lead, and Social Case Worker Lead Bilingual*** classifications shall be twelve (12) months. (~~Revised July 15, 2021; Rule Revision Memo 67D~~)
2. The minimum period of employment probation for employees in the Airport Emergency Dispatcher, ***Airport Operations Representative, 911*** Emergency Communications Technician, ***911*** Police Dispatcher, ~~Staff Probation Officer~~ ***I, Probation Officer II, Probation Officer III,*** Child Support Technician I, and Eligibility Technician I classifications shall be nine (9) months. (~~Revised July 15, 2021; Rule Revision Memo 67D~~)