



POSTING IS REQUIRED

Classification Notice No. 1830

To: Agency Heads and Employees
From: Kathy Nesbitt, Executive Director of the Office of Human Resources
Date: August 30, 2024
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by creating a new classification of Public Safety Compliance Administrator.

The Department of Safety has requested that the Office of Human Resources Classification and Compensation Division create a new classification, Public Safety Compliance Administrator. This classification will provide reviews, guidance, and recommendations for disciplinary investigations for the Discipline Action Division of the Department of Public Safety. This classification’s responsibilities are similar to the EX-14 Strategic Advisor and will primarily provide analysis and consultation to the highest levels of Public Safety executive leadership, therefore it is proposed to assign EX-14 pay grade to this new classification.

NEW CLASSIFICATION

<u>Job Code</u>	<u>Classification Title</u>	<u>Proposed Pay Grade & Range</u>
CN3504	Public Safety Compliance Administrator	EX-14 (\$96,275-\$127,565-\$158,854)

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 by 8:00 AM on **Thursday, September 12, 2024**. Please include a contact name and phone number so that we may respond directly.