



POSTING IS REQUIRED

Classification Notice No. 1773 Amended (Revised)

To: Agency Heads and Employees
From: Kathy Nesbitt, Executive Director of the Office of Human Resources
Date: June 2, 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 Security Specialist and Security Specialist Supervisor.

The Denver Sheriff’s Department has had significant challenges recruiting and retaining employees to perform the Security Specialist roles. Due to sustained high turnover and challenging vacancy rates as well as recent market data, it is recommended to increase the pay grade for both the Security Specialist and Security Specialist Supervisor by three pay grades.

PAY GRADE AND RANGE CHANGES

<u>Current Classification Title</u>	<u>Current Pay Grade & Range</u>	<u>Proposed Pay Grade & Range</u>
Security Specialist	NE-08 (\$18.61-\$23.27-\$27.92)	NE-11 (\$22.16-\$27.70-\$33.24)
Security Specialist Supervisor	NE-11 (\$22.16-\$27.70-\$33.24)	NE-14 (\$25.87-\$32.99-\$40.10)

Public Notice of Changes

The rescheduled time for the public hearing is Wednesday, June 21, 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, June 12, 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, June 12, 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 (12:00 p.m.) on Wednesday, June 14, 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.