



DENVER
THE MILE HIGH CITY

Career Service Authority
Denver's Human Resource Agency

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Career Service Authority Board Meeting #2156

MINUTES

Thursday, November 18, 2010

9:00 A.M.

Webb Municipal Building

201 W. Colfax, Fourth Floor, Room 4.F.6 & 4.G.2

Tom Bonner (Co-Chair)
Felicity O'Herron (Co-Chair) (Absent)
Nita Henry
Colleen Rea
Patti Klinge

I. Opening: *The Board meeting opened at 9:00 a.m.*

1. Election of new CSA Board Co-Chairs

The Board unanimously elected Board Members Klinge & Rea as the new Co-Chairs.

2. Approval of the Agenda for the November 18, 2010 Board Meeting

The Board unanimously approved the agenda for the November 18, 2010 meeting.

3. Approval of the Minutes for the November 4, 2010 Board Meeting

The Board unanimously approved the minutes for the November 4, 2010 meeting.

II. Board Comments: None

III. Director's Briefing:

1. *Director Dolan stated that fieldwork was continuing on the Denver Employee Survey and that he would continue to keep the Board briefed.*
2. *Director Dolan stated that at the December 2nd meeting a discussion will be held on future CSA planning.*
3. *Director Dolan informed the Board that he would be out of the office for the Thanksgiving holiday and that CSA Deputy Director Chris Lujan will be in charge during that time.*

IV. Public Comments: None

V. Approval to Post: None

VI. Public Hearing:

- 1. Classification Notice No. 1333** – The proposed change amends the Classification and Pay Plan by deleting Budget and Management Supervisor (812-V), Computer Operations Supervisor (619-I), Elevator Inspector (621-T), Hearings Reporter (619-L), Public Art Coordinator (805-G), Secretarial Assistant to the Mayor's Office (612-C).

Blair Malloy from CSA presented the information to the Board for approval.

The Board unanimously approved Classification Notice No. 1333.

- 2. Public Hearing Notice No. 421** – the proposed revision of Career Service Rule 13 PAY FOR PERFORMANCE and related rules.

Peter Garritt from CSA presented the information to the Board for approval and went through the changes he had made since last meeting. CSA's Roberta Monaco explained the communication strategy that would be used for the rule change.

The Board discussed the definition of "extenuating circumstances" as well as the process involved in section 13-35, B-2. They suggested that "appointing authority" be placed into the section to make more sense. Mr. Garritt will make the change before publishing.

Reza Kazemian from Public Works spoke about the changes stating that there is the potential to create budget problems because finances will dictate employee ratings. CSA's Bruce Backer stated that Reza's scenario could happen but that departments would be doing a worksheet to help with this. The Board had concerns that this could be a morale issue with employees as well. Director Dolan and Mr. Backer stated that CSA was doing and would be continuing a multi-faceted communication plan around this.

The Board unanimously approved Public Hearing Notice No. 421 as revised.

VII. New Cases: None

VIII. Pending Cases: None

IX. Executive Session:

The Board did not go into Executive Session.

X. Adjournment:

The Board adjourned the Board Meeting at 10:10 a.m.