



DENVER
THE MILE HIGH CITY

Career Service Authority Board Meeting #2097

MINUTES

Thursday, May 15, 2008

9:00 A.M.

Webb Municipal Building

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

Career Service Authority

Denver's Human Resource Agency

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Luis Toro (Co-Chair)
Tom Bonner (Co-Chair)
Felicity O'Herron-Absent
Kit Williams
Nita Henry

I. Opening: Board was called to order at 9:00 a.m.

A. Approval of the Agenda for the May 15, 2008 Board Meeting

The Board unanimously agreed to Table Item 5A, "Revisions to rules regarding written reprimands", because it was not ready. The rest of the agenda for the May 15, 2008 meeting was approved unanimously.

B. Approval of the Minutes for the May 1, 2008 Board Meeting

The Board approved unanimously the minutes for the May 1, 2008 meeting.

II. Board Comments: There were no comments.

III. Director's Briefing:

A. Payroll Centralization Update – Mr. Dolan stated that Kronos is now being programmed to reflect CSA rules. He stated that he does expect some glitches and that CSA is working with the Controller's Office to streamline the process as well as educate other agencies.

B. FY 09 Budget Preparation – Mr. Dolan state that John Shick is working hard on the FY 09 Budget and the Executive Staff has identified priorities for the year.

C. New CSA Employee - Mr. Dolan introduced Blair Malloy, a new Associate Human Resources Professional in Compensation. Mr. Toro welcomed Ms. Malloy to CSA on behalf of the Board.

IV. Public Comments: There were no comments.

V. Approval to Post:

A. HEM Trainer Differential – The Department of Public Works asked Career Service Authority to create a rule that would allow a differential to be paid to Heavy Equipment Mechanics who provide training to lower level mechanics. Roberta Monaco stated that this was a new draft requested by Public Works. Ms. Monaco stated that the proposal will require extra compensation when training of new employees is taking place as well as creating a more diverse workforce.

Board member Williams asked if this differential applied to all agencies or if it could be applied to other agencies. Ms. Monaco stated that it only applied to Fleet Maintenance and that other agencies would have to draft their own differential for approval.

Board member Bonner stated that his concerns were met from the previous draft and he was glad that the process was to be done on merit so less abuse would occur.

Mr. Dolan also suggested that the rule could be modified annually and that the data could be reviewed and monitored by the Board.

The Board approved unanimously to post the HEM Trainer Differential.

VI. Public Hearing:

- A. Public Hearing No. 365** – The proposed removal of references to the “CSA Employee Relations Unit” in Career Service Rule 18-30 and replacement with “Career Service Mediation Program.” Pete Garritt stated that this dealt with terminology changes to Career Service mediation only. There were no questions or comments from the Board.

The Board approved unanimously to approve Public Hearing No. 365.

- B. Public Hearing No. 366** – The proposed changes to the CSA Personnel Director approval requirements in Rule 9 PAY ADMINISTRATION. Mr. Garritt stated that Ed Scholz, Budget Director, expressed his concerns, and it was agreed that the data will be reviewed quarterly for possible agency abuse. Mr. Garritt also stated that the agency budget process would actually police the issue.

Board member Bonner stated that he felt it was a good move to empower agencies and congratulated Mr. Dolan on allowing agencies to complete this process themselves.

The Board approved unanimously to approve Public Hearing No. 366.

VII. New Cases: None

VII. Pending Cases:

- A.** Andre Ray vs. Denver Sheriff’s Department, Appeal No. 57-06.

The Board reviewed the Andre Ray case and ruled unanimously to affirm the decision of the Hearing Officer. A written opinion detailing findings will be forthcoming.

- B.** Michelle Felix vs. Department of Human Services, Appeal No. 82-07.

Hold for review on June 5, 2008 Board Meeting.

IX. Executive Session: The Board adjourned into Executive Session at 9:25 a.m.

X. Adjournment: The Board called the meeting back to order at 10:07 a.m., and was adjourned at 10:08 a.m.