



Career Service Authority Board Meeting #2150

MINUTES

Thursday, August 19, 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)
Nita Henry
Patti Klinge

I. Opening: The Board meeting opened at 9:02 a.m.

1. Approval of the Agenda for the August 19, 2010 Board Meeting

The Board unanimously approved the agenda for the August 19, 2010.

2. Approval of the Minutes for the July 15, 2010 Board Meeting

The Board unanimously decided to defer the approval of the July 15, 2010 Minutes until a future meeting.

II. Board Comments: None

III. Director's Briefing:

1. Ed Scholz, City Budget Director, Overall City Budget Perspectives – Ed Scholz gave a briefing on the City budget. Board Member Bonner thanked Mr. Scholz for his service to the City and stated that he enjoys working with him. Board Member Henry asked what areas would be used to close the budget gap. Mr. Scholz stated that cuts would be needed to be made all over and many choices will have to be made.
2. CSA Budgets for 2010 and 2011 (See attachment) – CSA's John Shick gave a briefing on the CSA budget. Board Member O'Herron asked if the CSA supported HR agencies help fund CSA's budget. Mr. Shick stated that CSA is either reimbursed by direct billing or through the General Fund. Board Member Klinge asked what amount had been saved through HR Shared Services. Mr. Shick stated that is about 3.5 million dollars or about 40 positions. Board Member Klinge said she would like to see this highlighted as it is substantial savings. Mr. Shick stated that he would add it to his budget briefing documents.

3. Training and Organizational Development Strategy (see attachment) – CSA’s Dani Brown gave a briefing on CSA’s Training and Organizational Development Strategy. Board Member Bonner asked if more training was going to be needed for managers on Total Compensation and if CSA currently has the staff? Ms. Brown stated that it is being looked at and that additional trainers will probably be needed.

Board Member Klinge stated that she thought the term “Managing Up/Out” sounded a little negative and Director Dolan and Ms. Brown stated that the name was in flux.

Board Member Klinge asked if “Management Philosophy” includes all the management body of literature that’s available out there, not just internal. Ms. Brown stated that it did.

Board Member Henry asked if career development and the assistance to employees comes under her area. Ms. Brown stated that it did and is run by CSA’s Marion Lujan.

Board Member Henry also asked where diversity training was. Ms. Brown stated that it was integrated into all aspects of all training programs.

4. ePerformance (see attachment) – CSA’s Steve Adkison gave a briefing on the ePerformance project. Board Member Henry thanked Steve and his team for working on this and was looking forward to the final product.

IV. Public Comments: None

V. Approval to Post:

1. Revision of Career Service Rule 16-61 - Contemplating or Imposing Discipline on an Employee Convicted of or Charged with a Crime

Peter Garritt from CSA presented the information to the Board for approval.

City Attorney Linda Davison asked that the first word “Upon” in the first change be changed to “After” for the sake of clarity. Mr. Garritt & Board agreed to make the change.

The Board unanimously approved to post as amended.

VI. Public Hearing:

1. **Public Hearing Notice No. 415** – 2011 Plan Medical Carrier/Plan Design Changes

Heather Britton from CSA presented the information to the Board for approval.

Board Member Bonner asked about the Kaiser rebates and Ms. Britton stated that was a nationwide Kaiser issue and was not related to the Loss Ratios.

Board Member O’Herron asked if we had data on UHC and Ms. Britton stated that they only had data for 5 months and would have a better picture next year.

Board Member Bonner stated that he felt we were “fiddling with the market” in the process and Ms. Britton stated that without adjusting premiums or co-pays, the plan would just be too expensive.

Board Member Bonner stated that he does not like the process or the results. Ms. Britton, Bruce Backer & Director Dolan all stated that this was the process decided upon from several options by the Committee and that CSA is a non-voting member. Board Member Henry also stated that she’d like to see the Board have a larger role in the process but realizes that the mayor and/or city council would have to make the change otherwise they are simply “rubber stamping” the process.

The Board approved Public Hearing Notice No. 415 on a 3-0 vote with Board Member Bonner abstaining.

2. **Classification Notice No. 1327** – The proposed change amends the Classification and Pay Plan by changing the title of Staff Architect to Staff Architectural Associate.

Pat Anderson from CSA presented the information to the Board for approval.

The Board unanimously approved Classification Notice No. 1327.

3. **Classification Notice No. 1328** – The proposed change amends the Classification and Pay Plan by changing the title of Agency Support Technician to Operations Assistant.

Pat Anderson from CSA presented the information to the Board for approval.

The Board unanimously approved Classification Notice No. 1328.

VII. New Cases:

1. Misty Jones vs. Department of Aviation, Appeal No. 88-09A

The Board will decide this case at a future meeting.

2. Clara Owens-Manis & Angelica Pettway vs. Dept. of Finance, Appeal Nos. 73-09A, 75-09A

The Board will decide this case at a future meeting.

VIII. Pending Cases:

1. Danelle Chavez vs. Dept. of Safety, Denver Sheriff Dept., Appeal No. 129-08

The Board split on this case 2-2 so the Hearing Officer's decision stands.

IX. Executive Session:

The Board went into Executive Session at 10:53 a.m. to discuss personnel matters and cases.

The Board re-opened the Board Meeting at 11:00 a.m.

X. Adjournment:

The Board adjourned the Board Meeting at 11:01 a.m.