

Primary Sponsor(s): Ms. William-Johns  
Requested by: Administration/HR  
Date of Introduction: September 9, 2025

**ORDINANCE NO. 25-114**

**TO AMEND THE PAY PLAN AND RATES OF PAY FOR CLASSIFIED SERVICE PROFESSIONAL EMPLOYEES REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 3109, TO CHANGE THE POSITION TITLE OF EMERGENCY PREPAREDNESS PLANNER TO EMERGENCY MANAGEMENT PLANNER AND ADOPT THE REVISED CLASS SPECIFICATION**

1       **WHEREAS**, the Department of Public Safety, Division of Office of Emergency  
2 Management has determined it necessary that the class specification for the Emergency  
3 Preparedness Planner needed to be revised to reflect the work currently being performed to  
4 include changing the job class title to Emergency Management Planner to better describe the  
5 classification; and

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7       **WHEREAS**, the Office of Human Resources determined that this change does not require  
8 review by the Human Resources Advisory Board since it is below a Pay Grade 28; and

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10       **WHEREAS**, the Chief Human Resources Officer, reviewed and recommended the  
11 changes to the class specification for Emergency Preparedness Planner in 2022 including  
12 changing the title to Emergency Management Planner but the Pay Plan and Rates of Pay for  
13 Classified Service Employees Council 81, AFSCME, AFL-CIO, Affiliate Local 3109 was never  
14 updated; and

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16       **WHEREAS**, the Chief Human Resources Officer, reviewed and recommended to change  
17 the title of the Emergency Preparedness Planner to Emergency Management Planner on the  
18 Pay Plan and Rates of Pay for Classified Service Employees Council 81, AFSCME, AFL-CIO,  
19 Affiliate Local 3109.

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21       **NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:**

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23       Section 1. The revised Class Specification for Emergency Management Planner is  
24 adopted as set forth in Exhibit "A."

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26       Section 2. The Pay Plan and Rates of Pay for Classified Service Professional Employees  
27 Represented by the Delaware Public Employees Council 81, AFSCME, ALF-CIO, Affiliate Local  
28 3109, for the period July 1, 2025 through June 30, 2026 as set forth in Exhibit "B", is hereby  
29 amended by adding the material that is underscored and deleting the material that is stricken.

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31       Section 3. The Pay Plan and Rates of Pay for Classified Service Professional Employees  
32 Represented by the Delaware Public Employees Council 81, AFSCME, ALF-CIO, Affiliate Local  
33 3109, effective July 1, 2026 as set forth in Exhibit "C", is hereby amended by adding the material  
34 that is underscored and deleting the material that is stricken.

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36       Section 4. This Ordinance shall become effective immediately upon its adoption by  
37 County Council and approval by the County Executive, or as otherwise provided in 9 *Del. C.* §  
38 1156.

Adopted by Council of  
New Castle County on:

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Monique Williams-Johns  
President of Council  
of New Castle County

Approved on:

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Marcus Henry  
County Executive  
New Castle County

**SYNOPSIS:** This Ordinance, if approved, updates the position title of Emergency Preparedness Planner to Emergency Management Planner on the Pay Plan and Rates of Pay for Classified Service Professional Employees Represented by the Delaware Public Employees Council 81, AFSCME, ALF-CIO, Affiliate Local 3109, and adopts the revised class specification as reviewed and recommended by the Chief Human Resources Officer.

**FISCAL NOTE:** This Ordinance, if approved, updates the position title of Emergency Preparedness Planner to Emergency Management Planner on the Pay Plan and Rates of Pay for Classified Service Professional Employees Represented by the Delaware Public Employees Council 81, AFSCME, ALF-CIO, Affiliate Local 3109, and adopts the revised class specification as reviewed and recommended by the Chief Human Resources Officer.

There is no discernible fiscal impact as this is a change to job class title only with no change to the Pay Grade.

Acknowledged by the Chief Financial Officer August 26, 2025.