




M E M O R A N D U M

TO: Linda Gorton, Mayor
Sally Hamilton, Chief Administrative Officer
Council Members

FROM: 
Glenda Humphrey George, Director
Division of Human Resources

DATE: April 11, 2025

SUBJECT: Create Positions – Division of Fire and Emergency Services

Request:

The attached is requesting authorization to create two (2) classified positions of Overdose Prevention Project Coordinator (Grade 519N), in the Division of Fire and Emergency Services, effective upon passage of Council.

Why are you requesting?

The Division of Fire and Emergency Services requests to make these positions classified civil service positions. Currently, there are four unclassified Overdose Prevention Project Coordinator positions. Once any vacancies arise in these unclassified positions, they will be abolished.

What is the cost in this budget year and future budget year?

This has a 12-month fiscal impact of \$159,501.58.

Position Title	Annual Salary Before	Annual Salary After	Annual Increase/Decrease
Overdose Prevention Project Coordinator	\$0	\$58,000.80	\$58,000.80



Overdose Prevention Project Coordinator	\$0	\$58,000.80	\$58,000.80
Total Annual Impact/ Salary and Benefits \$159,501.58			

File Number: **0371-25**

Director/Commission: Glenda Humphrey George/Sally Hamilton

If you have any questions or need additional information, please contact Alana Morton 859-258-3037.

