




## MEMORANDUM

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

**FROM:**   
 Glenda Humphrey George, Director  
 Division of Human Resources

**DATE:** January 2, 2026

**SUBJECT:** Abolish – Division of Emergency Management

**Request:**

This request is for authorization to abolish one (1) unclassified position of CSEPP Manager (Grade 521N), in the Division of Emergency Management, effective upon passage of Council.

**Why are you requesting:**

The position of CSEPP Manager, which is grant-funded and unclassified, will no longer be needed within the Division of Emergency Management.

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

This position was grant-funded, and the grant has ended. This has a 12-month cost savings of \$87,827.69.

Position Title	Annual Salary Before	Annual Salary After	Annual Increase/Decrease
CSEPP Manager	\$64,906.40	\$0	(\$64,906.40)
<b>Total Annual Impact/            Salary and Benefits</b> (\$87,827.69)			

**File Number:** 0023-26

**Director/Commissioner:** Glenda Humphrey George/Sally Hamilton

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

