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2 **..Title**  
3 **Reclassifying the Deputy Director of Emergency Management** – For the purpose of  
4 approving the reclassification of the Deputy Director of Emergency Management to a  
5 Grade 18; and specifying an effective date.

6 **..Body**

7 **CITY COUNCIL OF THE**  
8 **City of Annapolis**

9  
10 **Resolution 28-23**

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12 **Introduced by:** Alderwoman Pindell Charles  
13 **Co-sponsored by:** Ald. Finlayson, Ald. Gay

14  
15 **A RESOLUTION** concerning

16  
17 **Reclassifying the Deputy Director of Emergency Management**

18  
19 **FOR** the purpose of approving the reclassification of the Deputy Director of  
20 Emergency Management to a Grade 18; and specifying an effective date.

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22  
23 **WHEREAS,** Section 11.48.060 C. of the City Code states that the Office of Emergency  
24 Management is responsible for: Coordinating all components of the  
25 local emergency management program; coordinating the emergency  
26 planning process; coordinating damage assessments; coordinating the  
27 provision of aid; advising and informing local officials about emergency  
28 management activities during an incident; developing and executing  
29 public awareness and education programs; conducting annual exercises;  
30 developing mutual aid and assistance agreements; involving the private  
31 sector and non-governmental organizations in planning, training, and  
32 exercises; coordinating Homeland Security grants and other grants;

33  
34 **WHEREAS,** Section 11.48.040 C. of the City Code states that “During a declared local  
35 state of emergency or public emergency, the Director of the Office  
36 of Emergency Management shall: 1. Coordinate the activities of City  
37 departments in all actions that serve to prevent or alleviate the ill effects  
38 of the imminent or actual emergency; and 2. Coordinate the receipt of  
39 aid, such as response personnel, equipment, or facilities, to City  
40 departments from local, state, or federal jurisdictions or from other  
41 sources, as needed.”  
42

**Explanation:**

~~Strikethrough~~ indicates matter stricken from existing law.  
Underlining indicates copyediting or reformatting of existing law  
Underlining & red indicate new matter added to the code.

1 **WHEREAS,** the Office of Emergency Management has substantial responsibilities in  
2 supporting the safety of City of Annapolis communities, and in producing  
3 funds to help realize the City’s vision of our future; and  
4

5 **WHEREAS,** the Deputy Director is responsible for all mission areas of the Office of  
6 Emergency Management; serves as the Director of Emergency  
7 Management in his or her absence, is on call on a 24/7 basis for  
8 emergencies, supervises Emergency Management personnel, maintains the  
9 readiness of the Emergency Operations Center and staff, pursues, secures,  
10 and administers millions in grant funding, manages the Office of  
11 Emergency Management budget, represents the City in high level regional  
12 and State meetings, builds partnerships at the local, state, federal, and  
13 international levels to advance emergency management goals and  
14 objectives; and  
15

16 **WHEREAS,** the Deputy Director manages Emergency Operations Center activations  
17 with or without notice at any hour of the day in response to a range of  
18 potential threats, and is responsible for ensuring planning and logistical  
19 support to an increasing number of major special events that bring  
20 hundreds of thousands of visitors to Annapolis annually; and  
21

22 **WHEREAS,** the Deputy Director has secured approximately \$9.7 million for the  
23 redevelopment of City Dock, with millions more pending; achieved new  
24 revenue sources for the City to include County, State, and federal  
25 programs that fund public safety, flood mitigation efforts, Substance Use  
26 Disorder, and Winter Relief; these funding efforts have produced an  
27 average of \$1.7 million in annual grants over several years; and  
28

29 **WHEREAS,** considering that the position of Deputy Director of Emergency  
30 Management carries responsibilities at a senior supervisory level, that the  
31 position’s expertise and services are requested for use by multiple City  
32 Departments; and that the position is exempt under the Fair Labor  
33 Standards Act and not eligible for overtime; and  
34

35 **WHEREAS,** the position is therefore misclassified at the current Grade 14; and the  
36 Annapolis City Council intends to increase the grade of the position in  
37 order to reflect the responsibilities of the position;  
38

39 **NOW, THEREFORE,**

40 **BE IT RESOLVED BY THE ANNAPOLIS CITY COUNCIL** that the City of  
41 Annapolis approves the reclassification of the position of Deputy Director of Emergency  
42 Management to a Grade 18.  
43

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1 **AND BE IT FURTHER RESOLVED BY THE ANNAPOLIS CITY COUNCIL** that  
2 this Resolution shall take effect on       .  
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