MEMORANDUM

DATE: March 13, 2025

TO: Annapolis City Council

FROM: Mayor Gavin Buckley
City Manager Michael Mallinoff

RE: Confirmation of Exempt Level Appointment

Pursuant to City of Annapolis Code, Section 3.08.030, we are seeking confirmation by the City Council of my appointment to the following Exempt Service position:

Matthew Flinner –Director of Central Services - A20/step 12, $174,536

A copy of Mr. Flinner's resume is attached for your review and consideration.

Mr. Flinner is currently the Chief of Staff for the Department of General Services for Pennsylvania and in that role he supervises both capital and real estate projects, fleet vehicle and parking operations, procurement, facilities maintenance, workplace safety and security, and visitor services. This state agency has over 1,000 employees and a $200 million budget and he has been in this role since July of 2022.

Prior to this position, Mr. Flinner served the Director of Transformation for the Pennsylvania Department of Labor and Industry with a focus on implementing continuous improvement strategic objectives in the areas of customer service, technological innovation and modernization, and data management initiatives that contributed to more than $31 million in savings to agency in his two and half years there. He was in that role at the height of the COVID-19 epidemic and led the quick turnaround on hiring over 3,000 contractors to support the pandemic response of the agency. Mr. Flinner was also successful in eliminating a backlog of 600,000 fraud claims after leading the transformation of the internal audit process and streamlining its investigation process.

Mr. Flinner has a bachelor's degree in Business Management from the University of Missouri.

Accordingly, we trust that you will find the education, training and experience of Mr. Flinner to exceed the minimum qualifications required for the position. Mr. Flinner will be present for confirmation at the City Council meeting scheduled for Monday, March 24, 2025.