



NEW CASTLE COUNTY COUNCIL PERSONNEL SUBCOMMITTEE MEETING

Chair: Valerie George, Fifth District

September 16, 2025
3:00 PM

VIRTUAL ZOOM WEBINAR MEETING** &
LOUIS L. REDDING CITY/COUNTY BUILDING
1ST FLOOR COUNCIL CHAMBERS
800 N. FRENCH STREET, WILMINGTON, DE 19801

MINUTES

A. Meeting Call to Order

The Personnel Subcommittee meeting was called to order at 03:25 PM by Councilwoman Valerie George.
Members present: Kevin Caneco, David Carter, John Cartier, Dee Durham, Valerie George, Penrose Hollins, Janet Kilpatrick, Timothy Sheldon, George Smiley, Jea Street, David Tackett, Brandon Toole, Monique Williams-Johns
Members absent: None

B. Approval of Minutes

Motion by Councilman Smiley, second by Councilman Caneco, to approve the minutes from the August 26, 2025, Personnel Subcommittee Meeting. The minutes were approved by voice vote.

C. Discussion

Discussion on Chapter 4 — Hours and wages

A discussion was had on Chapter 4 of the New Castle County Council Employee Handbook.

4.1 Hours of Work

Councilwoman George took questions from Ms. Williams - Johns, Ms. Kilpatrick, Mr. Street, Mr. Hollins.
Counsel to Council Mike Migliore, answered questions.

4.2 Telecommuting

Questions and comments from Mr. Street, Ms. Kilpatrick, Mr. Smiley, Mr. Carter, Ms. Williams - Johns, Mr. Toole, Mr. Hollins, Mr. Caneco, Mr. Tackett

Counsel to Council, Mike Migliore, answered questions.

Deputy Clerk of Council, Tara Finnigan, placed on the record that new employees have been advised that the telecommuting policy exists. However, they must fill out the agreement, it must be approved by their councilmember, and approved by County Council.

4.3 Time Records

Counsel to Council, Mike Migliore, will update the antiquated language used in this section.

4.4 Compensatory Time

4.5 Authorized Overtime

Question from Mr. Smiley, Mr. Migliore responded.

4.6 Pay Period and Pay Day

4.7 Lunch Break

4.8 Emergency Conditions

D. Other

Councilmember Street thanked Director Setting for sending New Castle County Police to the City of Wilmington to assist in the after celebrations of National Hispanic Week.

E. Public Comment

None

F. Adjournment

Motion by Councilmember Smiley, second by Councilmember Caneco, to adjourn the Personnel Subcommittee Meeting. The motion was approved, and the meeting was adjourned at 04:10 PM.