Administrative Board
November 14, 2025

Minutes

Call to Order: The meeting was called to order at 2:03 p.m.

Attendance:

Board Members: Cherelle L. Parker, Mayor; Rob Dubow, Director of Finance;
                    Adam Thiel, Managing Director

Non-Board Members: Tiffany Thurman; Camille Duchaussée; Kate McGlinchey; Lisa
        Swiatek; Krystle Baker; Danielle Garnder-Wright; Janine LaBletta; Emily
        Kauffman; Michael Resnick; and Heather Fay

New Business

Agenda Item No. 1
Approval of Minutes of the October 10, 2025 meeting.

Agenda Item No. 2
Request for a 12-month extension of the Deferred Retirement Option Program (DROP) for
Daniel Luptak, Building Maintenance Manager at the Department of Public Property.
This request was approved. A motion to approve this request passed with three votes.

Agenda Item No. 3
Request for a 6-month waiver of residency extension pursuant to Administrative Board Rule
45, for Anthony Degner, Assistant Deputy Commissioner for Special Operations in the
Philadelphia Prisons Department.
This request approved. A motion to approve this request passed with three votes.

Agenda Item No. 4
Request for authorization to provide additional compensation to exempt employees working
snow duty in the Streets Department per Administrative Board Rule 11(C)(2)(C)(i).
This request was approved. A motion to approve this request passed with three votes.

Agenda Item No. 5
Approval of amendment to Administrative Board Rule 11.
This request was approved. A motion to approve this request passed with three votes.

Agenda Item No. 6
Classification and pay actions and Civil Service Regulations which were approved by the Civil Service Commission at its meeting on October 15, 2025 and submitted for the approval of the Administrative Board.
This request was approved. A motion to approve this request passed with three votes

Additional New/Old Business

Adjournment: The Administrative Board meeting was adjourned at 2:06 p.m.

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                                         Heather Fay-Stewart