Administrative Board
August 14, 2026

Minutes

Call to Order: The meeting was called to order at 2:04 p.m.

Attendance:

Board Members: Rob Dubow, Director of Finance; Michael Carroll, Deputy Managing Director

Non-Board Members: Vanessa Garrett-Harley; Camille Duchaussee; Candi Jones; Danielle Gardner-Wright; Lisa Swiatek; Krystle Baker; Janine LaBletta; and Heather Fay

New Business

Agenda Item No. 1
Approval of Minutes of the July 10, 2026 meeting.

Agenda Item No. 2
Request for a waiver of residency through June 30, 2027 pursuant to Administrative Board Rule 45 for James D. Burns, the Operations Director for Mural Arts Philadelphia.
This request was not approved. A motion to deny this request passed with two votes.

Agenda Item No. 3
Request for approval of cash overtime for an hour-to-hour basis for employees who otherwise are ineligible in the Office of the Finance Director, the Office of Human Resources, and the Office of the Controller who are supporting the Terminal Leave Tiger Team in reducing the backlog of terminal leave payments, in accordance with Administrative Board Rule 11(C)(2)(c)(i) for the time period beginning July 6, 2026 to August 31, 2026.
This request was approved. A motion to approve this request passed with two votes.

Agenda Item No. 4
Classification and pay actions and Civil Service Regulations which were approved by the Civil Service Commission at its meeting on July 15, 2026 and submitted for the approval of the Administrative Board.
This request was approved. A motion to approve this request passed with two votes.

Additional New/Old Business

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

Heather Fay-Stewart

Heather Fay-Stewart