



Chapter 59 of Title 29 of the Delaware Code, Merit System of Personnel Administration, Section 5915, Classification; uniformity; appeal of classification, establishes the process for considering the appeal of a maintenance classification determination issued by the Department of Human Resources (“DHR”), Division of Classification and Compensation.

This appeal was assigned to the Independent Reviewer (“IR”) hired by the Board for evaluation.<sup>2</sup> Upon receiving the appeal, the Independent Reviewer (who is trained and experienced in job analysis) reviewed the appeal (including documentation provided therewith), documents provided by the Division of Classification and Compensation on which it relied to reach its determination, the relevant classification specifications, and also interviewed the Appellant.

The IR issued his Recommendation denying the appeal finding, “The preponderance of the information presented reflects certain duties exceed the current classification of Administrative Specialist but do not substantially meet the essential functions of the Senior Administrative Specialist classification.”

The IR’s Recommendation was forwarded to the parties on May 5, 2026. By email dated June 2, 2026, the Secretary of the Department of Human Resources accepted the IR’s Recommendation. By email dated June 4, 2026, the Appellant also accepted the Independent Reviewer’s Recommendation.

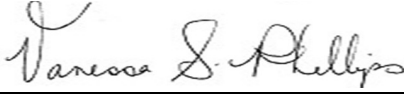
Section 5915(f) states, “ If the findings of the independent reviewer are accepted by the employee and the Secretary, the Board shall also accept the findings.”

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<sup>2</sup> The Board acknowledges there was a delay between the submission of the appeal and issuance of the Independent Reviewer’s decision which was due to the large volume of pending Classification Maintenance Review Appeals.

**WHEREFORE**, the Recommendation of the Independent Reviewer to deny the appeal is hereby accepted.

**SO ORDERED, THIS 18<sup>TH</sup> DAY OF JUNE, 2026.**

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**VANESSA S. PHILLIPS, CHAIR**