

ORDINANCE NO.

FILE OF CITY COUNCIL

BILL NO. 50 - 2026

JUNE 17, 2026

AN ORDINANCE

Amending the 2026 General Fund budget to accommodate the upgrade of the Opioid Prevention Manager and the Health Director in the Bureau of Health within the Department of Community & Economic Development. The Opioid Prevention Manager, currently an s09, would be upgraded to a proposed pay grade of s11 to align with the similar levels of responsibility, autonomy and workload as five (5) other s11's in the Bureau. The permanent wages of this position are fully grant funded. The Health Director, currently an s18, would be upgraded to a proposed pay grade of s21 to acknowledge the addition of three (3) new program areas since the position was last graded in 2017 and the cabinet level responsibilities of this position while remaining in the supervisory pay scale. This position is partially grant funded.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION ONE: That the following position reclassifications be made to pages 188, 191, and 223 of the 2026 General Fund budget.

Upgrading the position of Opioid Prevention Manager (s09) with a total salary budgeted in the amount of Seventy Thousand Seventy Dollars (\$70,070) to an (s11) with a total salary budgeted in the amount of Seventy-Four Thousand Six Hundred Ninety-Five Dollars (\$74,695).

Upgrading the position of Health Director (s18) with an 80% budgeted salary of Eighty-Eight Thousand Three Hundred Forty-One Dollars (\$88,341) to an (s21) with an 80% budgeted salary of Ninety-Three Thousand Eight Hundred Fourteen Dollars (\$93,814).

Upgrading the position of Health Director (s18) with a 20% budgeted salary of Twenty-Two Thousand Eighty-Five Dollars (\$22,085) to an (s21) with a 20% budgeted salary of Twenty-Three Thousand Four Hundred Fifty-Three Dollars (\$23,453).

SECTION TWO: That City Council allows for a transfer of Six Thousand Three Hundred Nine Dollars and Eight Cents (\$6,309.08) for the prorated eleven (11) remaining pay periods in 2026 in the following manner:

FROM

Injury Prevention		
000-09-0908-0046-50050-	Other Services & Charges	\$6,309.08

TO

Injury Prevention		
000-09-0908-0046-50002-	Permanent Wages	\$1,956.73
000-09-0908-0046-50012-	FICA	\$149.69
Public Health Emergency Preparedness		
000-09-0908-0057-50002-	Permanent Wages	\$780.80
000-09-0908-0057-50012-	FICA	\$59.73
Administration		
000-09-0908-0013-50002-	Permanent Wages	\$3,123.20
000-09-0908-0013-50012-	FICA	\$238.92

SECTION THREE: That this Ordinance will take effect ten (10) days after final passage.

SECTION FOUR: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

Legislative Template

- What department or bureau is this bill originating from?

Bureau of Health, Department of Community & Economic Development

- Summary and facts of the bill:

The bill allows for the Opioid Prevention manager to be compensated according to their level of responsibility and standing within the Health Bureau among similar positions. This corrects a discrepancy made when the position was turned full time several years ago. It will move the Opioid Prevention Manager from an s-9 to an s-11. It allows the Health Director to be compensated according to their expanded roles within the city as well as comparatively to other City Health Directors of smaller municipalities. It moves the Health Director from an s-18 to an s-21.

Enclosed is a memo reviewed by Human Resources and Finance providing additional justification for the requests.

- Funding Sources:

The Opioid Prevention Managers salary is entirely grant reimbursable through opioid settlement awards given to the city. These grant reimbursements are drawn down on a quarterly basis and appear on page 2 of the Monthly Financial Reports under revenue account 45216 Opioid Settlement. There is sufficient revenue budgeted in 2026 to cover the increase.

The Health Director's salary is 25% funded by other General Fund Health grants and Act 315 funds.

The prorated portion of the 2026 expenditure increases can be offset by savings in the Other Services account intended for the Opioid Media Campaign which is also fully grant supported.

- Priority status – Are there any deadlines to be aware of?

As soon as possible to compensate these employees appropriately

A Health Upgrade proposals with HR Recommendations & Budget Comments:

1. Opioid Prevention Manager upgraded from a s-9 /D(33.69) to an s-11/C (35.91)

Justification:

The Opioid Prevention position was originally created in 2020 as a subcontracted position under a CDC grant. The position was subcontracted to a retired County employee for \$25/hour. After that person left the position was created as a permanent position within the city and was slotted into the closest pay grade at the time, an s-9.

Since that time AHB has created 5 other positions with similar levels of responsibility, autonomy and workload – Comm Disease Workflow Coordinator, Env. Health Workflow Coordinator, PH Paramedic, Unhoused Services Coordinator and the Violence Prevention Coordinator – all classified at an s-11. As with all these aforementioned s-11's, the Opioid position has responsibilities to interact with and convene task forces, create public outreach education, analyze data and create reports, create and sustain relationships with community partners and other governmental agencies. The Opioid manager position regularly represents and is the face of our substance use prevention efforts in meetings with local health systems, County agencies, the Lehigh District Attorney and Allentown Police. It is very apparent the inequity in compensation and the mistake that was made in 2022 when classing this position as an s-9.

Funding:

The salary of this position is currently funded by the opioid settlement funds the city receives. With current funds awarded from the settlements, this position at an S-11, factoring in COLA increases, will be fully funded through at least 2030. The percentage of funding will gradually decrease but will support most of the salary through the duration of the settlement fund disbursement.

Budget Comments:

The 2026 budget impact, from the budgeted position of a s09/D to a s11/C, prorated from Aug 3rd through the EOY, would be a General Fund expenditure increase of \$2,106.42 (inclusive of permanent wages and employer FICA).

The proposed 2027 budget impact, from a budgeted position of s09/E to s11/D, would be a General Fund expenditure increase of \$5,318.41 (inclusive of permanent wages and employer FICA).

2. Health Director upgraded from an s-18/F (current salary 52.71) to an s-21/C (56.37)

Justification – Internal:

- a. The Health Director now sits on the mayor’s cabinet
- b. The Health Bureau has added 3 significant program areas – Violence Prevention, Unhoused Services Coordination and Public Health Outreach including Public Health Paramedicine, greatly expanding services and programmatic goals.
- c. The Bureau has added 7 new positions including a new program manager.

Justification – External:

The Health Directors’ current salary classification is not commensurate with the Salaries offered to the Health Directors of the 3 other City Health departments across the state, all of which are in smaller cities with smaller organizations and offer less services. Currently the Allentown Health Bureau has a staff of 49 that work under two associate directors and 7 program managers running dozens of individual programs benefiting a city of over 127,000.

Bethlehem Health Bureau

Health Director Salary ~\$118,458 (56.95)
Organization Size – 25 full time/ 5 part time
City Population - ~ 79,000

Wilkes-Barre Health Department

Health Director Salary ~ \$114,732 (55.16)
Organization Size – 14
City Population - ~45,000

York City Bureau of Health

Health Director Salary ~ 91,000 (43.75)
Organization Size – 19
City Population – ~45,000

- Note: a 2024 study performed by York showed that most positions in their Health Bureau, including their director, were compensated under the 50th percentile of the priced positions in PayScale. They have not made any changes to reflect these findings.

Funding:

The Health Director’s salary and fringe is funded and reimbursable to grants currently at 25%. This does not include a portion of the salary that is offset by annual Act 315 and Act 12 funds.

Budget Comments:

The 2026 budget impact, from the EOY budgeted position of a s18/G to a s21/C, prorated from Aug 3rd through EOY, would be a General Fund expenditure increase of \$4,202.66 (Permanent Wages & FICA).

The proposed 2027 budget impact, from a budgeted position of s18/H to s21/E, would be a General Fund expenditure increase of \$8,991.01 (Permanent wages & FICA).