




Howard County

Internal Memorandum

SUBJECT: Council Testimony and Fiscal Impact Statement
Classified Service Eligibility Lists – Federal Employees and Contractors –
Emergency Legislation

TO: Brandee Ganz
Chief Administrative Officer

FROM: Anju A. Bennett 
Administrator, Office of Human Resources

DATE: February 19, 2025

The Administration supports and urges the passage of Council Bill No. ___-2025 which amends the County Code provisions related to eligibility lists of qualified candidates for position vacancies. The eligibility lists are used to consider candidates to fill vacancies in the Classified service. The legislation will allow an additional five (5) names of applicants for consideration by the hiring department, as long as the applicant is a federal employee who meets the definition of a surplus or displaced employee and has received an official notice that their job is no longer needed or that they will lose their job as part of the 2025 Federal reduction in force. Federal contractors whose contracts have been terminated or suspended due to the 2025 reduction in force, will also be considered as part of these amendments. Any applicants placed on eligibility lists must meet the minimum qualifications for the vacancy and be the next most highly qualified applicants for the vacancy.

Once placed on an eligibility list, the Office of Human Resources will proceed with the regular process for hiring within the Classified service as set forth in Section 1.112 of the County Code.

This legislation is being submitted as emergency legislation pertaining to a public emergency affecting health, safety or welfare. Mass unemployment from the Federal reduction in force will significantly impact County revenues and taxes and will place a strain on County services.

The code changes proposed by this legislation shall sunset on June 30, 2026.

Fiscal Impact

This legislation only authorizes candidates to be placed on the eligibly list of qualified individuals who can be considered to fill a vacancy in the Classified service. There is no fiscal impact from this amendment, and the process set forth in the County Code for filling vacancies in the Classified service would continue to be followed.