



Resolution 25-06

**A RESOLUTION AMENDING SECTION 4-6 OF THE PERSONNEL
POLICY TO INCLUDE THE IMPLEMENTATION OF THE DELWARE
PAID FAMILY MEDICAL LEAVE ACT.**

Sponsored By: Mayor and Council

Proposed: December 11, 2025

Results: **Passed** 7 In Favor, 0 Opposed

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A RESOLUTION AMENDING SECTION 4-6 OF THE PERSONNEL POLICY TO INCLUDE THE IMPLEMENTATION OF THE DELWARE PAID FAMILY MEDICAL LEAVE ACT.

WHEREAS, the “Healthy Delaware Families Act,” enacted in May 2022, established the Delaware Paid Family and Medical Leave Insurance Program (PFML) to provide paid leave for eligible employees under certain qualifying events (serious personal illness or injury; caring for a family member with a serious health condition; bonding with a new child by birth, adoption, or foster placement; or family member’s qualifying military exigency); and

WHEREAS, the Town of Elsmere recognizes that it is subject to the requirements of Delaware PFML, and must integrate the obligations into its personnel policy to ensure clarity, compliance, and proper administration;

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF ELSMERE AS FOLLOWS:

That Section 4-6 of the Town of Elsmere Personnel Policy be amended to read as follows:

"SECTION 4-6 DISABILITY AND LEAVE COMPENSATION:

The Town of Elsmere provides a disability income replacement insurance plan, as well as a Town-administered private Paid Family and Medical Leave (PFML) insurance plan approved by the State of Delaware, for all permanent full-time employees. All benefits are subject to the terms and conditions of their respective insurance policies and the continued ability of the Town to fund the plans. It is the responsibility of the employee to initiate claims and to comply with all requirements of the applicable insurance carrier.

In any case where an employee is approved for disability insurance benefits or PFML benefits, the employee may use accumulated sick or vacation leave to supplement wages not covered by the insurance plans. In no circumstance shall the combination of Town-provided leave and insurance benefits result in an employee receiving more than their normal daily pay.”

RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF ELSMERE ON THIS 11th DAY OF DECEMBER 2025.


Joann I. Personti
Mayor


Jane McDaniel
Secretary

Synopsis

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This Resolution incorporates the Delaware Paid Family and Medical Leave Insurance Program (PFML) for eligible employees under certain qualifying events (such as serious personal illness or injury; caring for a family member with a serious health condition; bonding with a new child by birth, adoption, or foster placement; or family member's qualifying military exigency) into the existing Town of Elsmere Personnel Policy.

Fiscal Impact

While there is no fiscal impact to amend the Town's Personnel Policy, the yearly cost to provide this coverage is estimated to be \$15,700.00, which was anticipated and approved during the Fiscal 2025 – 2026 budget hearing.