

April 18, 2019

REGULAR MEETING MINUTES
ILLINOIS CIVIL SERVICE COMMISSION
April 18, 2019

I. CALL TO ORDER THE REGULAR OPEN MEETING AT 11:03 A.M. AT 160 N. LASALLE STREET, SUITE S-901, CHICAGO, IL AND 607 E. ADAMS STREET, SUITE 801, SPRINGFIELD, IL BY INTERACTIVE VIDEO CONFERENCE

II. PRESENT

Chairman Timothy D. Sickmeyer; G.A. Finch, David Luechtefeld, and Casey Urlacher, Commissioners; Daniel Stralka, Executive Director, Andrew Barris, Assistant Executive Director, and Sabrina Johnson, Exemption Monitor; Teresa Smith, Mark Mahoney, John Logsdon, and Chris Nickols, Illinois Department of Central Management Services; Pam Smith, Illinois Environmental Protection Agency; Betsey Madden, Illinois Department of Human Rights, Tara Washington and Craig Holloway, Illinois Department of Innovation and Technology; Anthony Raffety and John Keigher, Illinois Law Enforcement Training and Standards Board; Jane Ryan and Monica Brackman, Illinois Department of Natural Resources, Julie Moscardelli and Lance Kaidell, Illinois Department of Revenue; Jodi Schrage, Office of the State Fire Marshal, and Mitch Witkov, Office of the Executive Inspector General.

III. APPROVAL OF MINUTES OF REGULAR OPEN MEETING HELD MARCH 22, 2019

IT WAS MOVED BY COMMISSIONER FINCH, SECONDED BY COMMISSIONER URLACHER, AND THE MOTION ADOPTED 4-0, TO APPROVE THE MINUTES OF THE REGULAR OPEN MEETING HELD MARCH 22, 2019.

IV. PUBLIC COMMENT IN ACCORDANCE WITH THE OPEN MEETINGS ACT

In accordance with the Open Meetings Act and the Rules of the Civil Service Commission, Executive Director Daniel Stralka offered an opportunity for any person to address members of the Commission. Hearing no response, the meeting proceeded to the next agenda item.

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V. EXEMPTIONS UNDER SECTION 4d(3) OF THE PERSONNEL CODE

A. Report on Exempt Positions from Department of Central Management Services

<u>Agency</u>	<u>Total Employees</u>	<u>Number of Exempt Positions</u>
Abraham Lincoln Presidential Library & Museum	72	12
Aging.....	132	19
Agriculture	330	18
Arts Council	14	2
Capitol Development Board.....	34	0
Central Management Services	884	56
Children and Family Services.....	2,679	53
Civil Service Commission	3	0
Commerce & Economic Opportunity	221	65
Commerce Commission	52	0
Corrections	12,879	110
Criminal Justice Authority.....	53	7
Deaf and Hard of Hearing Comm.....	4	1
Developmental Disabilities Council	5	1
Emergency Management Agency.....	71	10
Employment Security	1,096	29
Environmental Protection Agency.....	604	16
Financial & Professional Regulation.....	393	48
Gaming Board	150	9
Guardianship and Advocacy	96	8
Healthcare and Family Services	1,555	27
Human Rights Commission.....	15	2
Human Rights Department	118	10
Human Services.....	12,748	80
Illinois Torture Inquiry Relief Commission	3	1
Independent Tax Tribunal	1	0
Innovation and Technology	1,231	60
Insurance	208	17
Investment Board	3	2
Juvenile Justice.....	912	29
Labor	72	11
Labor Relations Board Educational.....	11	3
Labor Relations Board State.....	14	2
Law Enforcement Training & Standards Bd.	20	3
Lottery	147	8
Military Affairs.....	135	3
Natural Resources.....	1,200	29
Pollution Control Board	16	2
Prisoner Review Board.....	22	1
Property Tax Appeal Board.....	37	2
Public Health	1,130	42
Racing Board.....	3	1
Revenue.....	1,492	47
State Fire Marshal	130	12
State Police.....	956	8
State Police Merit Board	6	2
State Retirement Systems	100	3
Transportation	3,792	0
Veterans' Affairs	1,228	9
Workers' Compensation Commission.....	108	12
TOTALS.....	47,185	892

B. Governing Rule – Section 1.142 Jurisdiction B Exemptions

- a) The Civil Service Commission shall exercise its judgment when determining whether a position qualifies for exemption from Jurisdiction B under Section 4d(3) of the Personnel Code. The Commission will consider any or all of the following factors inherent in the position and any other factors deemed relevant to the request for exemption:
 - 1) The amount and scope of principal policy making authority;
 - 2) The amount and scope of principal policy administering authority;
 - 3) The amount of independent authority to represent the agency, board or commission to individuals, legislators, organizations or other agencies relative to programmatic responsibilities;
 - 4) The capability to bind the agency, board or commission to a course of action;
 - 5) The nature of the program for which the position has principal policy responsibility;
 - 6) The placement of the position on the organizational chart of the agency, board or commission;
 - 7) The mission, size and geographical scope of the organizational entity or program within the agency, board or commission to which the position is allocated or detailed.
- b) The Commission may, upon its own action after 30 days' notice to the Director of Central Management Services or upon the recommendation of the Director of the Department of Central Management Services, rescind the exemption of any position that no longer meets the requirements for exemption set forth in subsection (a). However, rescission of an exemption shall be approved after the Commission has determined that an adequate level of managerial control exists in exempt status that will insure responsive and accountable administrative control of the programs of the agency, board or commission.
- c) For all positions currently exempt by action of the Commission, the Director of Central Management Services shall inform the Commission promptly in writing of all changes in essential functions, reporting structure, working title, work location, position title, position number or specialized knowledge, skills, abilities, licensure or certification.
- d) Prior to granting an exemption from Jurisdiction B under Section 4d(3) of the Personnel Code, the Commission will notify the incumbent of the position, if any, of its proposed action. The incumbent may appear at the Commission meeting at which action is to be taken and present objections to the exemption request.

(Source: Amended at 34 Ill. Reg. 3485, effective March 3, 2010)

* * *

C. Requests for 4d(3) Exemption

Exemption Monitor Sabrina Johnson indicated that Staff had concerns with Items C, E and G and the agencies agreed to continue their exemption requests to the May 16, 2019 Commission meeting. Civil Service Commission Staff along with the agencies involved acknowledged clarifications of position descriptions with similar duties and/or additional information were needed for these positions.

- As to Item D, this request is for a Deputy Administrator of Medical Programs at the Department of Healthcare and Family Services, a position that reports to the Division Administrator, who reports to the Director. This position plans and directs complex, sensitive and technical operations relating to the development and administration of assigned program areas within this Division. The Division has over \$22,000,000,000 regarding Medical Programs. One out of four citizens deal with Medical Programs. This position develops, recommends and implements program policies and new procedures. Staff recommended approval of this exemption request.

There was no agency representative present at the meeting so Executive Director Stralka related that the assumption was made that the agency concurs with the Staff presentation.

- As to Item F, this request is for a Deputy Director at the Department of Revenue, a position that reports to the Director. This position assists the Director with management, coordinates operations, formulates, interprets and implements appropriate policies and operations impacting program areas, and leads and interacts senior staff to develop and monitor projects that fall in line with the Director's goals and vision for the Department. Staff recommended approval of this exemption request.

Julie Moscardelli, Human Resources Manager, Illinois Department of Revenue, concurred with this presentation.

- As to Item H, this request is for a Deputy Director, Field Operations at the Illinois Law Enforcement Training and Standards Board, a position that reports to the Executive Director. This position was originally approved for Section 4d(3) exemption on April 20, 2017 for 24 months and now the Board is seeking permanent exemption. This position is the Administrator of Basic Law Enforcement Curriculum/Policy Academy, develops long-range plans relative to the training curriculum, evaluates existing law enforcement training programs and assesses the need for revisions. This position serves as a principal policy making official and administers policy for Field Operations statewide. Staff recommended approval of this exemption request.

Chairman Sickmeyer indicated he remembered this position from before and commented that the agency must have determined that the exemption needs to be retained for this position. Anthony Raffety, Personnel Manager, with the Illinois Law Enforcement Training and Standards Board concurred with this presentation.

- As to Item I, this request is for a Chief of Staff at Illinois Environmental Protection Agency (EPA), a position that reports to the Director. This position oversees the Division of Administration, Chief Financial Officer/Fiscal Services, Equal Employment Office, Office of Legislative Affairs and Intergovernmental Affairs. It serves as principal policy-formulating administrator for programs and services, evaluates existing policies and procedures and provides administrative guidance and support of programs throughout the state. This position has authority to represent the Director to discuss and develop plans for new and revised policies, procedures, programs and services. Staff recommended approval of this exemption request.

Pam Smith, Manager of Human Resources, Illinois Environmental Protection Agency, concurred with this request. Chairman Sickmeyer asked if this was a new position and Smith indicated it was. Chairman Sickmeyer then asked if EPA had a Chief of Staff. Smith indicated EPA had a Chief of Staff that was not exempt and the position description did not accurately represent its duties. That incumbent separated and at that time the position was abolished and this position created.

- As to Item J, this request is for a Legislative Liaison at the Department of Healthcare and Family Services (HFS), a position that reports to the Director. This position serves as Legislative Liaison with the federal government and special interest groups in Washington D.C., along with performing highly responsible and sensitive policymaking functions regarding Medicaid and Child Support Services programs. This position represents the Director regarding program policies with Congress, other state and federal agencies, the Governor's Office and members of the Illinois General Assembly. It also represents HFS interests with federal government officials, special interest groups and other state officials on behalf of the Director. Staff recommended approval of this exemption request.

There was no agency representative present at the meeting.

IT WAS MOVED BY COMMISSIONER LUECHTEFELD, SECONDED BY COMMISSIONER URLACHER, AND THE MOTION ADOPTED 4-0 TO CONTINUE THE FOLLOWING ITEMS TO THE MAY 2019 MEETING:

- C: Exemption Request for Senior Labor Relations Counsel (CMS)**
- E: Exemption Request for Chief Litigation Attorney-Fair Housing (DHR)**
- G: Proposed Rescission of Exemption for Assistant Deputy Director-Functional Processes (DOC)**

IT WAS MOVED BY COMMISSIONER FINCH, SECONDED BY COMMISSIONER URLACHER, AND THE MOTION ADOPTED 4-0 TO GRANT THE 4d(3) EXEMPTION REQUEST FOR THE FOLLOWING POSITIONS:

- D: Deputy Administration of Operations (HFS)**
- F: Deputy Director (DOR)**

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H: Deputy Director, Field Operations (LETSB)

I: Chief of Staff (EPA)

J: Legislative Liaison (HFS)

The following positions were continued to the May 2019 meeting:

C. Illinois Department of Central Management Services

Position Number	40070-37-70-110-00-01
Functional Title	Senior Labor Relations Counsel
Incumbent	Vacant
Supervisor	Deputy General Counsel, Labor Relations who reports to the General Counsel who reports to the Director
Location	Sangamon County

E. Illinois Department of Human Rights

Position Number	40070-49-50-100-10-02
Functional Title	Chief Litigation Attorney-Fair Housing
Incumbent	Vacant
Supervisor	Chief Legal Counsel who reports to the Director
Location	Cook County

Item	Agency / Position #		Functional Title	Incumbent
G	DOC	40070-29-40-210-00-01	Asst. Deputy Director-Functional Processes	Vacant

The following positions were granted 4d(3) exemption on April 18, 2019:

D. Illinois Department of Healthcare & Family Services

Position Number	40070-33-20-010-00-61
Functional Title	Deputy Administrator of Operations
Incumbent	Vacant
Supervisor	Division Administrator who reports to the Director
Location	Sangamon County

F. Illinois Department of Revenue

Position Number	40070-25-00-000-01-01
Functional Title	Deputy Director
Incumbent	Vacant
Supervisor	Director
Location	Sangamon County

H. Illinois Law Enforcement Training and Standards Board

Position Number	40070-50-88-000-01-03 ¹
Functional Title	Deputy Director, Field Operations
Incumbent	Patrick J. Connolly
Supervisor	Executive Director
Location	Sangamon County

I. Illinois Environmental Protection Agency

Position Number	40070-46-00-000-03-01
Functional Title	Chief of Staff
Incumbent	Vacant
Supervisor	Director
Location	Sangamon County

J. Illinois Department of Healthcare and Family Services

Position Number	40070-33-00-000-20-61
Functional Title	Legislative Liaison
Incumbent	Vacant
Supervisor	Director
Location	Sangamon County

Proposed Rescissions in accordance with Section 1.142(b) of the Rules of the Civil Service Commission

On March 28, 2019 the Director of Central Management Services sent notice that she was recommending rescission of 23 Section 4d(3) exempt positions which may no longer meet the requirements for exemption. Each affected agency was provided notice of this recommended action. The determination of rescission of Section 4d(3) exemptions rests with Civil Service Commission. Section 1.142(b) of the Commission Rules provides that rescission of an exemption shall be approved after the Commission has determined that an adequate level of managerial control exists in exempt status that will ensure responsive and accountable administrative control of the programs of the agency.

For all items except Item O2, Exemption Monitor Johnson indicated that Staff recommended rescission of their exemptions. As several incumbents were present at the meeting, Executive Director Stralka gave them the opportunity at this time to address the Commission. The incumbents for items L1 and L2 wanted it noted they were present at the Commission’s meeting. All the positions, except for Item O2, have an adequate level of managerial control in exempt status positions. Staff recommended rescission of all except Item O2.

¹ This position was granted 4d(3) exemption on April 20, 2017 for a period of two years.

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Item	Agency / Position #		Functional Title	Incumbent
K1	CEO	37015-42-00-020-00-01	Executive Assistant	Vacant
K2	CEO	37015-42-00-050-11-01	Asst. Dep. Director-Film Office	Louis Ferrara
K3	CEO	40070-42-00-071-00-02	Program Policy Development Manager	Vacant
K4	CEO	40070-42-00-600-00-01	Deputy Director of Management Operations	Bonnie Van Tholen
K5	CEO	40070-42-10-050-00-01	Regional Economic Development Manager-Northeast	Robert Anderson, Jr.
K6	CEO	40070-42-40-100-00-01	Assistant Deputy Director-Employment & Training	Jody Hunt
K7	CEO	40070-42-50-000-05-01	Assistant Deputy Director Office of Community Development	Wendy Bell
L1	DoIT	40070-28-05-010-10-01	IT Strategic Sourcing Manager-Chief Administrative Officer Div	Tara Washington
L2	DoIT	40070-28-05-010-20-01	IT/Telecom Procurement Manager-Chief Admin, Officer	Craig Holloway
L3	DoIT	40070-28-43-200-00-01	Chief Information Security Officer-DOR	Vacant
M	INS	37015-14-24-100-00-01	Agency Procurement Officer	Michael Underwood
N	LOT	40070-45-02-200-00-01	Deputy General Counsel	Vacant
O1	DNR	37015-12-00-001-10-01	EEO Officer	Vacant
O2	DNR	40070-12-04-000-00-01	Executive Director-World Shooting & Rec. Complex	Monica Brackman
P1	DOR	40070-25-00-000-20-01	Chief Disclosure Officer	M. Jameson
P2	DOR	40070-25-10-200-00-01	Agency Procurement Officer	Tracy Rutter
P3	DOR	40070-25-48-500-00-01	Field Compliance Division Mgr.	Gina Risley
Q1	SFM	37015-50-50-100-00-84	Fire Safety Compliance Manager	R. Wetzel
Q2	SFM	40070-50-50-100-00-84	Fire Prevention Manager	D. Simpson
Q3	SFM	40070-50-50-200-00-84	Boiler & Pressure Vessel Safety Manager	M. Vogel, JR.
Q4	SFM	40070-50-50-400-00-16	Elevator Safety Director	R. Capuani
Q5	SFM	40070-50-50-500-00-84	Petroleum & Chemical Safety Manager	Fred Schneller
Q6	SFM	40070-50-50-800-00-84	Arson Investigation Manager	Terry Ooms

IT WAS MOVED BY COMMISSIONER URLACHER, SECONDED BY COMMISSIONER FINCH, AND THE MOTION ADOPTED 4-0 TO RESCIND THE 4d(3) EXEMPTIONS FOR THE FOLLOWING POSITIONS:

- K1: Executive Assistant (CEO)**
- K2: Assistant Deputy Director-Film Office (CEO)**
- K3: Program Policy Development Manager (CEO)**

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- K4: Deputy Director of Management Operations (CEO)**
- K5 : Regional Economic Development Manager-Northeast (CEO)**
- K6: Assistant Deputy Director-Employment & Training (CEO)**
- K7: Assistant Deputy Director Office of Community Development CEO**
- L1: IT Strategic Sourcing Manager (DoIT)**
- L2: IT/Telecom Procurement Manager (DoIT)**
- L3: Chief Information Security Officer-DOR (DoIT)**
- M: Agency Procurement Officer (INS)**
- N: Deputy General Counsel (LOT)**
- O1: EEO Officer (DNR)**
- P1: Chief Disclosure Officer (DOR)**
- P2: Agency Procurement Officer (DOR)**
- P3: Field Compliance Division Manager (DOR)**
- Q1: Fire Safety Compliance Manager (SFM)**
- Q2: Fire Prevention Manager (SFM)**
- Q3: Boiler & Pressure Vessel Safety Manager (SFM)**
- Q4: Elevator Safety Director (SFM)**
- Q5: Petroleum & Chemical Safety Manager (SFM)**
- Q6: Arson Investigation Manager (SFM)**

Exemption Monitor Sabrina Johnson then addressed the Commission.

- As to Item O2, this position is the Executive Director of the World Shooting and Recreational Complex at the Illinois Department of Natural Resources (DNR). This position establishes policies and procedures for the Complex, administers all aspects of the facility and events along with operations of all programs for the Complex. It develops a strategic international marketing plan for the vendors, events participants, and contributors to enhance and fund Complex activities. DNR indicated they objected to this request for rescission. Staff recommended denial of this request for rescission.

Jane Ryan, Human Resources Director, Illinois Department of Natural Resources, indicated this position was presented to the Civil Service Commission as “agreed/not exempt.” Her review of DNR records indicated the agency never agreed with that assessment.

DNR continued to believe the position is appropriately designated as exempt because the Executive Director is accountable to the DNR Director and Chief of Staff, and is solely responsible for all operations, budgets, policies, procedures, marketing, publicity, and

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communications for the Sparta Complex. Any legislation impacting the Complex is reviewed and channeled through the Executive Director working with other legislative liaisons, local officials, interest groups, legislative staff, and legislators upon approval of the Director.

Ryan indicated the agency relied upon the Executive Director to organize, plan, execute and control the operation of the Complex. All policies and procedures are developed, directed, implemented, and administered by the Executive Director. All meetings, marketing, and publicity are initiated and implemented by the Executive Director. All inquiries, press releases, and communications with the Governor's Office, the legislature, Office of Fiscal Management, vendors, contractors, federal and international officials are the responsibility of the Executive Director.

Jane Ryan said the economic impact and activities that take place at the Sparta Complex are similar to a state fair. The Executive Director position is not comparable to other positions within the agency as the Complex is simply more "complex" than other facilities under the jurisdiction of DNR. There are a wide variety of events that take place including local, state, regional, and world championship shooting competitions, concerts, law enforcement training programs (local, county, state and national guard), corporate training programs, hunting dog competitions, auctions, home shows, fishing competitions, RV regional and national convention gatherings, youth hunting programs, gun safety training, and regional and local cross-country competitions. Since the position deals with over a hundred vendors for some events and must relate to such a wide variety of activities, it requires someone with more authority than just a facility manager. The person, in turn, must be accountable to DNR's Director.

Ryan indicated that her experience with individuals faced with answering questions from the powers that be, is that they often just go along. It is intimidating to disagree with the assessment of others in higher positions, so they do not. Classification is an animal of its own with a language all its own so anyone not familiar with that will use language downplaying their role in many functions. Classification decisions often are determined by which verb is used in explaining tasks. Ryan said that very few people are aware that the verb they use to describe a task can make a huge difference in the assessment. She stated that few people run around saying, "I'm in charge of that whole operation." partly because if something goes wrong, they do not want the blame but also because most people are not wired that way.

Jane Ryan said that DNR is absolutely on board with ensuring that the exemption process is not abused. She indicated the department has had some very difficult years but wants to ensure that, in rebuilding, the right people are in place with the necessary responsibilities for getting things done. The Sparta Complex has made a large impact on the surrounding area. Ryan indicated the agency fully intends to increase that impact but it takes time, money, and the proper personnel. The agency believes this position is properly exempted and should remain so. Ryan stated that if a clarification to the position description would make this clearer, DNR was happy to do it.

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Incumbent Monica Brackman, Executive Director at the World Shooting and Recreational Complex (WSRC) indicated at the time the Shakman exemption questionnaire was due, she submitted answers that she thought would best protect the agency at that time. The WSRC had transferred its staff to other state parks with exception of the Executive Director position. Brackman indicated the WSRC still had pending union grievances at the time the questionnaire was due and her responses attempted to protect the agency. She said she now has a full understanding of the repercussions and requested to revise her questionnaire responses, if possible. Brackman stated the WSRC is unique within DNR and the State and the Executive Director position has great responsibilities to showcase Southern Illinois as a whole. The site holds the world's largest trap shooting event that brings in over 10,000 visitors over the course of ten days. The Executive Director speaks for the agency and has many responsibilities dealing with the shooting industry as a whole. Brackman provides the industry the opportunity to come to the WSRC to showcase their competitions. The Executive Director needs to be flexible with working with vendors and make decisions that are best for the site as well as DNR. Monica Brackman indicated this position reports to the Chief of Staff and Director and serves at the will of the Director. Brackman concluded by requesting that the position retain its exemption.

Chairman Sickmeyer asked if this position was the same level of an Office Director level position such as at Lands or Law Enforcement. Ryan indicated that was her understanding since they are independent of others in the agency's operation. Chairman Sickmeyer confirmed with Ryan that they all report to the Director. Chairman Sickmeyer noted the WSRC is an island of its own and not connected to any other DNR site. He then asked whether the maintenance and other staff have been returned. Brackman indicated she is the only staff on site. When Chairman Sickmeyer inquired about Brackman potentially revising her answers to the questionnaire, Ryan noted that was between Brackman and CMS and added that the status of the pending grievances should have no impact on her response to the questionnaire. It has been several years since the staff transfer occurred.

Commissioner David Luechtefeld indicated that unless someone has been there, it is difficult to grasp the size and possibility of the facility. He concurred with Brackman's description of the variety of events that take place at the WSRC and how it is the largest shooting complex in the world. Commissioner Luechtefeld said the facility has the potential to greatly benefit the surrounding area and needs to be used more than it presently is. He went on to describe how the WSRC encompasses 1,500 acres to accommodate 700 shooters with a shooting line two miles long and reiterated the need for promotion.

Ryan added that the WSRC is not a state park which is operated differently and that is what makes it unique. Commissioner Luechtefeld compared the staging of the Grand American to a professional golf tournament with 5,000 to 10,000 visitors from across the country.

Teresa Smith, Deputy Director of Personnel with CMS, explained how the collaborative process started with the Shakman Court Monitor, the Hiring and Employment Monitor of the Office of the Executive Inspector General, the Governor's Office and the agencies to establish which positions should be exempt and non-exempt and then the process of submitting to the Civil Service Commission for approval. Smith indicated that obtaining

the incumbent's input was a key factor in this process and she recited some of the questions that were asked of this incumbent in the Shakman exempt questionnaire and the answers. These responses were the basis for CMS recommending that this position's exemption be rescinded. Smith also noted how the position description was not the only piece of information CMS relied on even though the questionnaire had a statement on it that the responses provided by the incumbent were based on accurate information. Smith requested that this rescission request be continued to allow additional discussion with the agency so there can be further review, based on what had been presented. Chairman Sickmeyer commented that was a reasonable request which all the Commissioners concurred with.

IT WAS MOVED BY COMMISSIONER URLACHER, SECONDED BY COMMISSIONER FINCH, AND THE MOTION ADOPTED 4-0 TO CONTINUE THE PROPOSED RESCISSION OF 4d(3) EXEMPTION FOR THE FOLLOWING POSITION:

O2: Executive Director-World Shooting & Recreational Complex (DNR)

VI. CLASS SPECIFICATIONS

A. Governing Rule – Section 1.45 Classification Plan

The Commission will review the class specifications requiring Commission approval under the Classification Plan and will approve those that meet the requirements of the Personnel Code and Personnel Rules and conform to the following accepted principles of position classification:

- a) The specifications are descriptive of the work being done or that will be done;
- b) Identifiable differentials are set forth among classes that are sufficiently significant to permit the assignment of individual positions to the appropriate class;
- c) Reasonable career promotional opportunities are provided;
- d) The specifications provide a reasonable and valid basis for selection screening by merit examinations;
- e) All requirements of the positions are consistent with classes similar in difficulty, complexity and nature of work; and
- f) The relation of the class specifications to any applicable collective bargaining agreement.

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The following class titles were submitted for revision by the Director of the Illinois Department of Central Management Services (CMS):

B. Cancer Registrar I
Cancer Registrar II
Cancer Registrar III

Assistant Executive Director Barris reported that the proposed revisions to the Cancer Register I, II, and III classes were agreed to through collective bargaining and would not result in any changes to compensation. Barris noted that the classes were created on January 1, 2012 at the same time as the Manager and Assistant Manager classes within the series. Barris inquired if CMS Technical Services anticipated any revisions to those classes and Chris Nickols indicated that he did not anticipate any other changes.

IT WAS MOVED BY COMMISSIONER URLACHER, SECONDED BY COMMISSIONER LUECHTEFELD, AND THE MOTION ADOPTED 4-0 TO APPROVE THE CREATION OF THE FOLLOWING CLASS TITLES TO BE EFFECTIVE MAY 1, 2019:

B. Cancer Registrar I
Cancer Registrar II
Cancer Registrar III

IT WAS MOVED BY COMMISSIONER URLACHER, SECONDED BY COMMISSIONER LUECHTEFELD, AND THE MOTION ADOPTED 4-0 TO DISAPPROVE ANY CLASS SPECIFICATIONS RECEIVED BY THE COMMISSION STAFF NOT CONTAINED IN THIS AGENDA TO ALLOW ADEQUATE STUDY.

VII. PERSONNEL RULES

A. Civil Service Commission Governing Rule – Section 1.310 Personnel Rules

The Commission has power to disapprove new rules or amendments to existing rules submitted by the Director of Central Management Services. Such proposed new rules or amendments of existing rules submitted to the Commission shall be accompanied by a report of proceedings attending the prior public hearing required by law with respect to them. If the Commission does not disapprove new rules or any amendment to existing rules within 30 days following the receipt from the Director of Central Management Services, the new rules or amendments have the force and effect of law after filing by the Director with the Secretary of State.

B. None submitted

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IT WAS MOVED BY COMMISSIONER URLACHER, SECONDED BY COMMISSIONER LUECHTEFELD, AND THE MOTION ADOPTED 4-0 TO DISAPPROVE ANY AMENDMENTS TO PERSONNEL RULES RECEIVED BY THE COMMISSION STAFF BUT NOT CONTAINED IN THIS AGENDA TO ALLOW ADEQUATE STUDY.

VIII. MOTION TO CLOSE A PORTION OF THE MEETING

IT WAS MOVED BY COMMISSIONER URLACHER, SECONDED BY COMMISSIONER FINCH, AND BY ROLL CALL VOTE THE MOTION ADOPTED 4-0 TO CLOSE A PORTION OF THE MEETING PURSUANT TO SUBSECTIONS 2(c)(1), 2(c)(4), AND 2(c)(11) OF THE OPEN MEETINGS ACT.

SICKMEYER	YES	FINCH	YES
LUECHTEFELD	YES	URLACHER	YES

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IX. RECONVENE THE OPEN MEETING

Upon due and proper notice, the regular open meeting of the Illinois Civil Service Commission was reconvened at 160 N. LaSalle Street, Suite S-901, Chicago, IL and 607 E. Adams Street, Suite 801, Springfield, IL by interactive video conference at 11:55 a.m.

PRESENT

Chairman Timothy D. Sickmeyer; G.A. Finch, David Luechtefeld, and Casey Urlacher, Commissioners; and Daniel Stralka, Executive Director, Andrew Barris, Assistant Executive Director and Sabrina Johnson, Exemption Monitor.

X. PUBLICLY ANNOUNCED DECISION RESULTING FROM APPEAL

DA-16-19

Employee	Stephen McPherson	Appeal Date	1/24/19
Agency	Corrections	Decision Date	4/05/19
Appeal Type	Discharge	Proposal for Decision	90-day suspension plus duration of suspension pending discharge.
ALJ	Andrew Barris		

IT WAS MOVED BY COMMISSIONER FINCH, SECONDED BY COMMISSIONER URLACHER, AND BY ROLL CALL VOTE OF 4-0 THE MOTION ADOPTED TO AFFIRM AND ADOPT THE PROPOSAL OF THE ADMINISTRATIVE LAW JUDGE THAT THE PARTIALLY PROVEN CHARGES WARRANT A 90-DAY SUSPENSION PLUS THE DURATION OF HIS SUSPENSION PENDING DISCHARGE FOR THE REASONS SET FORTH IN THE PROPOSAL FOR DECISION DATED APRIL 5, 2019.

**SICKMEYER YES FINCH YES
LUECHTEFELD YES URLACHER YES**

Chairman Sickmeyer stated that this decision should not be construed as critical of Detective Mullins' opinion that criminal sexual assault occurred or to the Illinois Department of Corrections' decision to discharge McPherson, but only that there was insufficient evidence to support discharge.

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XI. APPEALS TERMINATED WITHOUT DECISIONS ON THE MERITS

DA-23-10

Employee	Tamara Hoffman	Appeal Date	12/02/09
Agency	Healthcare & Family Services	Decision Date	04/05/19
Appeal Type	Discharge	Proposal for Decision	Dismissed; settled.
ALJ	Andrew Barris		

DA-7-19

Employee	James Cornelius	Appeal Date	9/25/18
Agency	Abraham Lincoln Presidential Library and Museum	Decision Date	4/10/19
Appeal Type	Discharge	Proposal for Decision	Dismissed; settled.
ALJ	Andrew Barris		

DA-19-19

Employee	Heidi Adams	Appeal Date	3/11/19
Agency	Human Services	Decision Date	4/01/19
Appeal Type	Discharge	Proposal for Decision	Dismissed; withdrawn.
ALJ	Andrew Barris		

IT WAS MOVED BY COMMISSIONER URLACHER, SECONDED BY COMMISSIONER LUECHTEFELD, AND BY ROLL CALL VOTE OF 4-0 THE MOTION ADOPTED TO AFFIRM AND ADOPT THE PROPOSALS OF THE ADMINISTRATIVE LAW JUDGE TO DISMISS THE APPEALS.

**SICKMEYER YES FINCH YES
LUECHTEFELD YES URLACHER YES**

XII. STAFF REPORT

Executive Director Stralka and Chairman Sickmeyer reported that on April 3, 2019 they issued a joint letter to the members of the General Assembly explaining the Commission's role in the management of the State personnel system. Chairman Sickmeyer remarked that he already heard from one State Senator thanking him for the information.

Assistant Executive Director Barris informed the Commission that Staff was tracking pending legislation.

April 18, 2019

XIII. ANNOUNCEMENT OF NEXT MEETING

Announcement was made of the next regular open meeting to be held at 11:00 a.m. on Thursday, May 16, 2019 in the Chicago and Springfield offices of the Commission by interactive video conference.

XIV. MOTION TO ADJOURN

IT WAS MOVED BY COMMISSIONER URLACHER, SECONDED BY CHAIRMAN SICKMEYER, AND THE MOTION ADOPTED 4-0 TO ADJOURN THE MEETING AT 12:00 P.M.