

December 18, 2003

AGENDA
ILLINOIS CIVIL SERVICE COMMISSION
December 18, 2003

- I. OPENING OF MEETING AT 9:00 A.M. AT 160 NORTH LA SALLE STREET,
CHICAGO, ILLINOIS

- II. PRESENT

- III. APPROVAL OF MINUTES OF REGULAR MEETING HELD NOVEMBER 20, 2003

**WILL THE COMMISSION APPROVE THE MINUTES OF THE REGULAR
MEETING HELD NOVEMBER 20, 2003?**

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

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

A. Report on Exempt Positions

<u>Agency</u>	<u>Total Employees</u>	<u>Number of Exempt Positions</u>
Aging	109.....	5
Agriculture	528.....	14
Arts Council	20.....	1
Banks and Real Estate	262.....	2
Central Management Services.....	1,231.....	40
Children and Family Services	3,463.....	36
Commerce & Econ. Opportunity.....	484.....	56
Corrections	14,167.....	107
Criminal Justice Authority	72.....	3
Deaf and Hard of Hearing Comm.	6.....	1
Developmental Disabilities Council..	13.....	1
Elections Board	51.....	1
Emergency Management Agency ...	108.....	1
Employment Security	1,962.....	19
Environmental Protect. Agency ...	1,130.....	7
Financial Institutions	81.....	6
Guardianship and Advocacy	114.....	6
Historic Preservation Agency.....	198.....	3
Human Rights Commission.....	10.....	2
Human Rights Department	143.....	6
Human Services.....	15,637.....	55
Industrial Commission	149.....	8
Insurance	337.....	6
Investment Board	4.....	1
Labor	84.....	7
Labor Relations Board Educational ...	16.....	2
Labor Relations Board State.....	19.....	2
Law Enforce. Trng. & Standard Bd. ..	25.....	1
Military Affairs	140.....	3
Natural Resources	1,707.....	26
Pollution Control Board	28.....	3
Professional Regulation.....	245.....	13
Property Tax Appeal Board.....	23.....	2
Public Aid.....	2,326.....	17
Public Health.....	1,112.....	27
Revenue	2,224.....	41
State Fire Marshal	123.....	5
State Police	1,504.....	4
State Police Merit Board	5.....	1
State Retirement System	79.....	1
Transportation	3,026.....	1
Veterans Affairs	1,143.....	2
TOTALS.....	54,108.....	545

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

B. Governing Rule - Jurisdiction B Exemptions

- a) Before a position shall qualify for exemption from Jurisdiction B under Section 4d(3) of the Personnel Code, the position shall be directly responsible to:
 1. The Governor, or
 2. A departmental director or assistant director appointed by the Governor, or
 3. A board or commission appointed by the Governor, or
 4. The head of an agency created by Executive Order, or the director or assistant director of an agency carrying out statutory powers, whose offices are created by the Governor subject to legislative veto under Article V, Section 11, of the Constitution of 1970, which agency head, director, or assistant director may themselves be subject to exemption under Section 4d(3), or
 5. In an agency having a statutory assistant director, a deputy director exercising full line authority under the director for all operating entities of the agency, provided the statutory role of assistant director is vacant or is assigned clearly distinct and separate duties from the deputy director and as a colleague to him, or
 6. A line position organizationally located between the director and/or assistant director and a subordinate statutorily exempt position(s), provided the position proposed for exemption has line authority over the statutory exempt position(s), or
 7. The elected head of an independent agency in the executive, legislative, or judicial branch of government.
- b) If a position meets the above criterion, it must, in addition, be responsible for one or more of the following before it shall be approved as exempt:
 1. Directs programs defined by statute and/or departmental, board, or commission policy or possess significant authority when acting in the capacity of a director of programs to bind the agency.
 2. Makes decisions in exercising principal responsibility for the determination or execution of policy which fix objectives or state the principles to control action toward operating objectives of one or more divisions, such decisions being subject to review or reversal only by the director, assistant director, board or commission.
 3. Participates in the planning and programming of departmental, board, or commission activities, integrating the plans and projections of related divisions, and the scheduling of projected work programs of those agencies.

* * *

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

C. Department of Central Management Services - Proposed Exemption

The following recommendation and supporting materials were received from the Director of Central Management Services.

COPY

Dear Chairman Richards:

The Department of Central Management Services is requesting 4d(3) policy exemption of the following position:

Position Title:	Senior Public Service Administrator
Position Number:	40070-37-41-900-01-01
Division:	Assistant Director's Office
Incumbent:	Vacant
Supervisor:	Assistant Director
Location:	Cook County

This position reports to the Assistant Director of the Bureau of Strategic Sourcing and Procurement, serves authoritatively as policy formulating administrator in the planning, directing, implementing and administering, through subordinate managers, the development and on-going administration of the Division of Operations which consists of all operational support entities for the Bureau of Strategic Sourcing and Procurement, including, but not limited to, the Fiscal/Budget, Contract Administration, Small Purchase, Outreach Services and Sourcing Improvement Units and Human Resources and Systems Administration Managers to effect and bring to fruition a wide variety of procurement initiatives and enhancements based on best business practices for all State Agencies, Boards and Commissions called for by the Governor's Budget Briefing Address and in part by Executive Orders Number 2 and 10, including: serves as an expert authority in collaboration with the Assistant Director and Director in planning and development of all aspects of policy development for the Division of Operations and in a consultative capacity for policy development for the other Divisions of the Bureau which are supported by the Chief Operating Officer and subordinate staff; develops new legislative initiatives and researches issues to substantial revisions to existing legislation to enhance procurement management; serves as Chief Operating Officer overseeing daily operational aspects in concert with the Assistant Director for all Division Managers in the Bureau and acts on his/her behalf in his/her absence, serves as primary point of consultation and problem resolution for all Bureau staff; develops and implements strategic planning and evaluation efforts for the Division of Operations; develops the Division's annual budget encompassing all state procurement functions for the Assistant Director and Director; serves as official agency spokesperson on behalf of the Assistant

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

Director and Director to all internal and external entities, including the Governor's Office, the legislature, the Office of Management and Budget, vendors, contractors, public, private and federal officials on Division of Operations issues, possessing full authority to negotiate Division of Operations' contracts and agreements and possesses independent authority to commit resources and reallocate resources to enhance efficiency and services provided on behalf of the department.

As a point of clarification, while the Manager of the Division of Operations is being submitted at this time, the remaining equivalent managers in this Bureau which are referenced in this position description will be submitted to the Civil Service Commission for consideration prior to the deadline for the December meeting.

Considering similarities of this requested position with those of other 4d(3) exempted positions in Central Management Services, I recommend 4d(3) exemption.

To facilitate your review, I have enclosed copies of the position description and organization charts. If additional information is required, please contact Tricia Pineda, Internal Personnel Office, at 782-7638.

END OF COPY

COPY

WILL THE COMMISSION GRANT THE REQUEST FOR EXEMPTION FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE FOLLOWING POSITION?

Position Title:	Senior Public Service Administrator
Position Number:	40070-37-41-900-01-01
Division:	Assistant Director's Office
Incumbent:	Vacant
Supervisor:	Assistant Director
Location:	Cook County

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

D. Office of Banks and Real Estate - Proposed Exemptions

The following recommendation and supporting materials were received from the Director of Central Management Services.

COPY

Dear Chairman Richards:

Commissioner Padron of the Office of Banks and Real Estate has requested 4d(3) exemption of the following positions:

Position Title: Senior Public Service Administrator
Position Number: 40070-50-92-100-00-01
Division: Bureau of Real Estate Professions
Incumbent: Vacant
Supervisor: Commissioner
Location: Cook

Position Title: Senior Public Service Administrator
Position Number: 40070-50-92-200-00-01
Division: Bureau of Administration
Incumbent: Robert Thompson
Supervisor: Commissioner
Location: Sangamon

Position Title: Senior Public Service Administrator
Position Number: 40070-50-92-300-00-01
Division: Bureau of Banks and Trust Companies
Incumbent: Scott Clarke
Supervisor: Commissioner
Location: Sangamon

Position Title: Senior Public Service Administrator
Position Number: 40070-50-92-400-00-01
Division: Bureau of Residential Finance
Incumbent: Vacant
Supervisor: Commissioner
Location: Cook

I am recommending consideration of 4d(3) exemption for these positions from Jurisdiction B of the Personnel Code.

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

To facilitate your staff's review, I have enclosed copies of the subject position together with the agency's letter of request and the organizational charts. If additional information is required, please contact Marianne Armento, Division Manager, Technical Services, at 782-5601.

END OF COPY

COPY

Dear Director Rumman:

Attached are revised job descriptions for four Senior Public Service Administrators within OBRE (400700-50-92-100-00-01, 40070-50-92-200-00-01, 40070-50-92-300-00-01, and 4000-50-92-400-00-01). These four serve as Assistant Commissioners with each being in charge of one of the four bureaus of the agency. Each sits as a member of my executive cabinet, and as you will see in the attached job descriptions, these positions involve principal administrative responsibility for the determination of policy. As such, these positions meet the criteria for partial exemption under Section 4d(3) of the Personnel Code. Therefore, I am requesting that CMS review the attached job descriptions and make a favorable recommendation to the Civil Service Commission that these positions be placed on the agenda for consideration of 4d(3) exemption at the Commission's regularly scheduled meeting, to be held on December 18, 2003.

Should you have any questions regarding this request, please feel free to contact our Personnel Manager, Marcy Trowbridge, at 217/782-9993.

Thank you for your consideration.

END OF COPY

WILL THE COMMISSION GRANT THE REQUESTS FOR EXEMPTION FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE FOLLOWING POSITIONS?

Position Title:	Senior Public Service Administrator
Position Number:	40070-50-92-100-00-01
Division:	Bureau of Real Estate Professions
Incumbent:	Vacant
Supervisor:	Commissioner
Location:	Cook

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

Position Title: Senior Public Service Administrator
Position Number: 40070-50-92-200-00-01
Division: Bureau of Administration
Incumbent: Robert Thompson
Supervisor: Commissioner
Location: Sangamon

Position Title: Senior Public Service Administrator
Position Number: 40070-50-92-300-00-01
Division: Bureau of Banks and Trust Companies
Incumbent: Scott Clarke
Supervisor: Commissioner
Location: Sangamon

Position Title: Senior Public Service Administrator
Position Number: 40070-50-92-400-00-01
Division: Bureau of Residential Finance
Incumbent: Vacant
Supervisor: Commissioner
Location: Cook

E. Department of Employment Security - Proposed Exemptions

The following recommendation and supporting materials were received from the Director of Central Management Services.

COPY

Dear Chairman Richards:

Director Russell of the Department of Employment Security has requested 4d(3) exemption of the following positions:

Position Title: Senior Public Service Administrator
Position Number: 40070-44-51-000-00-01
Division: Field Operations
Incumbent: Waverly Robinson
Supervisor: SPSA (40070-44-50-000-00-01)
Location: Cook

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

Position Title: Senior Public Service Administrator
Position Number: 40070-44-53-000-00-01
Division: Field Operations
Incumbent: Vacant
Supervisor: SPSA (40070-44-50-00-00-01)
Location: Cook

Position Title: Senior Public Service Administrator
Position Number: 40070-44-54-000-00-01
Division: Field Operations
Incumbent: Peter Andrews
Supervisor: SPSA (40070-44-50-000-00-01)
Location: Kane

Position Title: Senior Public Service Administrator
Position Number: 40070-44-55-000-00-01
Division: Bureau of Residential Finance
Incumbent: Suzanne Faulkner
Supervisor: SPSA (40070-44-50-000-00-01)
Location: Peoria

Position Title: Senior Public Service Administrator
Position Number: 40070-44-56-000-00-01
Division: Field Operations
Incumbent: Raymond Bailey
Supervisor: SPSA (40070-44-50-000-00-01)
Location: Sangamon

Position Title: Senior Public Service Administrator
Position Number: 40070-44-57-000-00-01
Division: Field Operations
Incumbent: Vacant
Supervisor: SPSA (40070-44-50-000-00-01)
Location: Jefferson

I am recommending consideration of 4d(3) exemption for these positions from Jurisdiction B of the Personnel Code.

To facilitate your staff's review, I have enclosed copies of the subject position, together with the agency's letter of request and the organizational chart. If additional information is required, please contact Marianne Armento, Division Manager, Technical Services, at 782-5601.

END OF COPY

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

COPY

Dear Director Rumman:

As provided in Section 4d(3) of the Personnel Code, I am proposing exemption of the following positions:

SPSA	40070-44-51-000-00-01	Chicago Metropolitan Region
SPSA	40070-44-53-000-00-01	Metro South Region
SPSA	40070-44-54-000-00-01	Northern Region
SPSA	40070-44-55-000-00-01	Northwest Region
SPSA	40070-44-56-000-00-01	Central Region
SPSA	40070-44-57-000-00-01	Southern Region

These positions act as a policy formulating manager, plans, develops, organizes, controls and evaluates the activities of the respective Region; through subordinate managerial staff sets policy and procedure for the Region; establishes program objectives, develops long-range plans and monitors progress toward accomplishing goals; directs research studies of organizational and administrative procedures requiring flexibility and knowledge of multi-divisional operational programs and functions; serves as agency spokesperson on respective Regional matters.

The attached position descriptions and organizational charts will depict the duties, responsibilities and placement of the positions in the organizational structure. I am requesting an effective date of December 1, 2003.

If you have any questions, please contact Mr. Timothy Walker, Human Resource Manager, at 312-793-9695.

Thank you for your assistance in this matter.

END OF COPY

WILL THE COMMISSION GRANT THE REQUESTS FOR EXEMPTION FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE FOLLOWING POSITIONS?

Position Title:	Senior Public Service Administrator
Position Number:	40070-44-51-000-00-01
Division:	Field Operations
Incumbent:	Waverly Robinson
Supervisor:	SPSA (40070-44-50-000-00-01)
Location:	Cook

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

Position Title: Senior Public Service Administrator
Position Number: 40070-44-53-000-00-01
Division: Field Operations
Incumbent: Vacant
Supervisor: SPSA (40070-44-50-000-00-01)
Location: Cook

Position Title: Senior Public Service Administrator
Position Number: 40070-44-54-000-00-01
Division: Field Operations
Incumbent: Peter Andrews
Supervisor: SPSA (40070-44-50-000-00-01)
Location: Kane

Position Title: Senior Public Service Administrator
Position Number: 40070-44-55-000-00-01
Division: Bureau of Residential Finance
Incumbent: Suzanne Faulkner
Supervisor: SPSA (40070-44-50-000-00-01)
Location: Peoria

Position Title: Senior Public Service Administrator
Position Number: 40070-44-56-000-00-01
Division: Field Operations
Incumbent: Raymond Bailey
Supervisor: SPSA (40070-44-50-000-00-01)
Location: Sangamon

Position Title: Senior Public Service Administrator
Position Number: 40070-44-57-000-00-01
Division: Field Operations
Incumbent: Vacant
Supervisor: SPSA (40070-44-50-000-00-01)
Location: Jefferson

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

F. Department of Central Management Services - Proposed Exemption

The following recommendation and supporting materials were received from the Director of Central Management Services.

COPY

Dear Chairman Richards:

The Department of Central Management Services is requesting 4d(3) policy exemption of the following position:

Position Title:	Senior Public Service Administrator
Position Number:	40070-37-41-000-01-02
Division:	Assistant Director's Office
Incumbent:	Vacant
Supervisor:	Assistant Director
Location:	Sangamon

This position reports to the Assistant Director of the Bureau of Strategic Sourcing and Procurement, serves as Chief of Staff for planning, directing and managing the Bureau of Strategic Sourcing and Procurement in order to effect and bring to fruition a wide variety of procurement initiatives and enhancements based on strategic sourcing methodologies and best business practices for all State Agencies, Boards and Commissions, the State University System and other governmental entities called for by the Governor's Budget Briefing Address and in part by Executive Orders Number 2 and 10, including: serves as the primary Bureau policy advisor to the Assistant Director and Director on all aspects of policy development and in a consultative capacity for policy development for the other related internal and external entities; serves as Chief of Staff overseeing ongoing operational performance of the Bureau in concert with the Assistant Director and acts on his/her behalf in his/her absence on issues regarding policy and problem resolution having overarching impact on one or more Bureau Divisions, assists the Bureau Chief Operating Officer and Assistant Director in developing the Bureau's annual budget encompassing all state procurement functions; works in conjunction with external consulting firm assisting in all aspects of strategic sourcing initiatives to transition to performing that consultative responsibility independently upon firm's contract conclusion; serves as official agency spokesperson on behalf of the Assistant Director and Director to all internal and external entities including the Governor's Office, the legislature, the Office of Management and Budget, vendors, contractors, public, private and federal officials on Bureau-wide policy and strategic sourcing issues.

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

Considering similarities of this requested position with those of other 4d(3) exempted positions in Central Management Services, I recommend 4d(3) exemption.

To facilitate your review, I have enclosed copies of the position description and organization charts. If additional information is required, please contact Tricia Pineda, Internal Personnel Office, at 782-7638.

END OF COPY

WILL THE COMMISSION GRANT THE REQUEST FOR EXEMPTION FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE FOLLOWING POSITION?

Position Title:	Senior Public Service Administrator
Position Number:	40070-37-41-000-01-02
Division:	Assistant Director's Office
Incumbent:	Vacant
Supervisor:	Assistant Director
Location:	Sangamon

G. Department of Professional Regulation - Proposed Exemption

The following recommendation and supporting materials were received from the Director of Central Management Services.

COPY

Dear Chairman Richards:

Director Grillo has requested 4d(3) exemption of the following position:

Position Title:	Senior Public Service Administrator
Position Number:	40070-24-11-000-00-01
Division:	Web Management Services
Incumbent:	Vacant
Supervisor:	Director
Location:	Cook

I am recommending consideration of 4d(3) exemption from Jurisdiction B of the Personnel Code for this position.

To facilitate your staff's review, I have enclosed copies of the subject position, together with the agency's letter of request and the organizational chart. If

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

additional information is required, please contact Marianne Armento, Division Manager, Technical Services, at 782-5601.

END OF COPY

COPY

Dear Director Rumman:

I am requesting the attached CMS-104 job description for Senior Public Service Administrator (40070-24-11-000-00-01) be exempted from Jurisdiction B of the Illinois Personnel Code under provisions of Paragraph 4d(3).

It appears this position qualifies for such exemption as listed below:

1. The position will report to the Director of the Department;
2. Will have principal administrative responsibility for the planning, development and implementation of state-wide policies and procedures for the Web Management Services Division for the Department; and
3. Will serve as Web Master for the Department. Serves as spokesperson, representing the Director at various internal and external meetings, often of a sensitive and confidential nature, on all Web Management program related matters. Represents the Department with other State agencies concerning program issues that affect other state agencies, Governor's Office of Technology, DCMS Technology Services, licensees, professional associations, etc.

If you require any additional information, please contact Jeanine K. Hamm, Human Resources Director, at 217/785-0816.

END OF COPY

WILL THE COMMISSION GRANT THE REQUEST FOR EXEMPTION FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE FOLLOWING POSITION?

Position Title:	Senior Public Service Administrator
Position Number:	40070-24-11-000-00-01
Division:	Web Management Services
Incumbent:	Vacant
Supervisor:	Director
Location:	Cook

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

H. Department of Central Management Services - Proposed Exemption

The following recommendation and supporting materials were received from the Director of Central Management Services.

COPY

Dear Chairman Richards:

The Department of Central Management Services is requesting 4d(3) policy exemption of the following position:

Position Title:	Senior Public Service Administrator
Position Number:	40070-37-41-400-01-01
Division:	Bureau of Strategic Sourcing and Procurement
Incumbent:	Vacant
Supervisor:	Assistant Director
Location:	Cook County

This position reports to the Assistant Director of the Bureau of Strategic Sourcing and Procurement, serving as policy formulating administrator in planning, directing, implementing and administering the Division of Equipment and Commodities, through subordinate Division Strategic Sourcing Managers, which is responsible for all procurement of equipment and commodities (equipment and commodities defined as all tangible goods other than those procured under the purchasing parameters established for the Bureau Divisions of Medical and Healthcare Services, Information Technology/Telecommunications, General Services and Facilities Procurement) for all State Agencies, Boards and Commissions in order to effect and bring to fruition a variety of procurement initiatives and enhancements based on best business practices called for by the Governor's Budget Briefing Address and in part by Executive Order Number 10; serves as an expert authority in collaboration with the Assistant Director and Director in the planning and development of all aspects of policy development for the Division of Equipment and Commodities; develops new policies and initiatives to enhance these procurements; serves as an expert authority leading and advising other Agencies, Boards and Commissions on substantial and/or logistically complex procurements conducted for other agencies; develops and implements strategic sourcing planning and evaluation criteria for the Division of Equipment and Commodities; develops the Division's annual budget, encompassing all state equipment and commodities procurement functions for the Assistant Director and Director; serves as official agency spokesperson on behalf of the Assistant Director and Director to all internal and external entities, including the Governor's Office, the legislature, the Office of Management and Budget, vendors, contractors, public, private and federal officials on Division of

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

Equipment and Commodities issues, possessing full authority to negotiate equipment and commodities contracts and agreements and possesses independent authority to commit and reallocate Division of Equipment and Commodities resources to enhance quality of equipment and commodities and efficiency of delivery timeframes provided on behalf of the department.

Considering similarities of this requested position with those of other 4d(3) exemptions positions in Central Management Services, I recommend 4d(3) exemption.

To facilitate your review, I have enclosed copies of the position description and organization charts. If additional information is required, please contact Tricia Pineda, Internal Personnel Office, at 782-7638.

END OF COPY

WILL THE COMMISSION GRANT THE REQUEST FOR EXEMPTION FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE FOLLOWING POSITION?

Position Title:	Senior Public Service Administrator
Position Number:	40070-37-41-400-01-01
Division:	Bureau of Strategic Sourcing and Procurement
Incumbent:	Vacant
Supervisor:	Assistant Director
Location:	Cook County

I. Department of Central Management Services - Proposed Exemption

The following recommendation and supporting materials were received from the Director of Central Management Services.

COPY

Dear Chairman Richards:

The Department of Central Management Services is requesting 4d(3) policy exemption of the following position:

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

Position Title:	Senior Public Service Administrator
Position Number:	40070-37-41-700-01-01
Division:	Bureau of Strategic Sourcing and Procurement
Incumbent:	Vacant
Supervisor:	Assistant Director
Location:	Cook County

This position reports to the Assistant Director of the Bureau of Strategic Sourcing and Procurement, serves authoritatively as policy formulating administrator in planning, directing, implementing and administering the Division of Medical and Healthcare Services, through subordinate Division Strategic Sourcing managers, which is responsible for leading all employee benefits contract procurements which provide medical and healthcare services benefits for all State Agencies, Boards and Commissions under the jurisdiction of the Governor, the State University System, various other governmental entities in order to effect and bring to fruition a variety of procurement initiatives and enhancements based on best business practices called for by the Governor's Budget Briefing Address and in part by Executive Order 10; serves as an expert authority in collaboration with the Assistant Director and Director in the planning and development of all aspects of policy development for the Division of Medical and Healthcare Services; develops new policies and initiatives to enhance employee benefits, medical services and products (including pharmaceuticals and medical devices) and healthcare services procurements; serves as an expert authority leading and advising other Agencies, Boards and Commissions, universities, and various other governmental entities on substantial and/or logistically complex medical services and products and healthcare services contracts for one or more state agencies, universities, etc. under the jurisdiction of these governmental organizations; develops and implements strategic planning and evaluation efforts for the Division of Medical and Healthcare Services; develops the Division's annual budget encompassing all state employee benefits, medical services and products procurement functions for the Assistant Director and Director; serves as official agency spokesperson on behalf of the Assistant Director and Director to all internal and external entities including the Governor's Office, the legislature, the Office of Management and Budget, vendors, contractors, public, private and federal officials on Division of Medical and Healthcare Services issues, possessing full authority to negotiate employee benefits, medical services and products and healthcare services contracts and agreements and possesses independent authority to commit and reallocate Division of Medical and Healthcare Services resources to enhance efficiency and services provided on behalf of the department.

Considering similarities of this requested position with those of other 4d(3) exempted positions in Central Management Services, I recommend 4d(3) exemption.

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

To facilitate your review, I have enclosed copies of the position description and organization charts. If additional information is required, please contact Tricia Pineda, Internal Personnel Office, at 782-7638.

END OF COPY

WILL THE COMMISSION GRANT THE REQUEST FOR EXEMPTION FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE FOLLOWING POSITION?

Position Title: Senior Public Service Administrator
Position Number: 40070-37-41-700-01-01
Division: Bureau of Strategic Sourcing and Procurement
Incumbent: Vacant
Supervisor: Assistant Director
Location: Cook County

J. Department of Central Management Services - Proposed Exemption

The following recommendation and supporting materials were received from the Director of Central Management Services.

COPY

Dear Chairman Richards:

The Department of Central Management Services is requesting 4d(3) policy exemption of the following position:

Position Title: Senior Public Service Administrator
Position Number: 40070-37-41-950-01-01
Division: Bureau of Strategic Sourcing and Procurement
Incumbent: Vacant
Supervisor: Assistant Director
Location: Cook County

This position reports to the Assistant Director of the Bureau of Strategic Sourcing and Procurement serving as policy formulating administrator in planning, directing, implementing and administering the Division of Knowledge Management, through subordinate managers, which is responsible for developing and institutionalizing consistent, shared, accurate and innovative knowledge management and development processes for the Bureau of Strategic Sourcing and Procurement to effect and bring to fruition a wide variety of procurement initiatives and enhancements based on best business practices for all State

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

Agencies, Boards and Commissions called for by the Governor's Budget Briefing Address and in part by Executive Orders Number 2 and 15, including: serves as an expert authority in collaboration with the Assistant Director and Director in the planning and development of all aspects of policy development for the Division of Knowledge Management and in a consultative capacity for policy development for the other Divisions of the Bureau; develops new legislative initiatives and researches options for improving existing procurement management legislation; develops strategic planning and evaluation efforts for the Division; develops the Division's annual budget encompassing all knowledge management functions for the Assistant Director and Director; serves as official agency spokesperson on behalf of the Assistant Director and Director to all internal and external entities, including the Governor's Office, the legislature, the Office of Management and Budget, vendors, contractors, public, private and federal officials on Division of Knowledge Management issues, possessing full authority to negotiate agreements and possesses independent authority to commit and reallocate Division resources to enhance efficiency and services provided on behalf of the department.

Considering similarities of this requested position with those of other 4d(3) exempted positions in Central Management Services, I recommend 4d(3) exemption.

To facilitate your review, I have enclosed copies of the position description and organization charts. If additional information is required, please contact Tricia Pineda, Internal personnel Office, at 782-7638.

WILL THE COMMISSION GRANT THE REQUEST FOR EXEMPTION FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE FOLLOWING POSITION?

Position Title:	Senior Public Service Administrator
Position Number:	40070-37-41-950-01-01
Division:	Bureau of Strategic Sourcing and Procurement
Incumbent:	Vacant
Supervisor:	Assistant Director
Location:	Cook County

K. Department of Central Management Services - Proposed Exemption

The following recommendation and supporting materials were received from the Director of Central Management Services.

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

COPY

Dear Chairman Richards:

The Department of Central Management Services is requesting 4d(3) policy exemption of the following position:

Position Title:	Senior Public Service Administrator
Position Number:	40070-37-41-600-01-01
Division:	Bureau of Strategic Sourcing and Procurement
Incumbent:	Vacant
Supervisor:	Assistant Director
Location:	Cook County

This position reports to the Assistant Director of the Bureau of Strategic Sourcing and Procurement, serves as policy formulating administrator in the planning, directing, implementing and administering, through subordinate Division Strategic Sourcing Managers, the Division of Information Technology and Telecommunications, which is responsible for all procurement of information technology and telecommunications equipment and services for all State Agencies, Boards and Commissions in order to effect and bring to fruition a variety of procurement initiatives and enhancements based on best business practices called for by the Governor's Budget Briefing Address and in part by Executive Order Number 10; serves as an expert authority in collaboration with the Assistant Director and Director in the planning and development of all aspects of policy development for the Division of Information Technology and Telecommunications; develops new policies and initiatives to enhance these procurements; serves as an expert authority leading and advising other Agencies, Boards and Commissions on substantial and/or logistically complex procurements conducted for other agencies; and develops and implements strategic sourcing planning and evaluation criteria for the Division of Information Technology and Telecommunications; develops the Division's annual budget encompassing all state information technology and telecommunications procurement functions for the Assistant Director and Director; serves as official agency spokesperson on behalf of the Assistant Director and Director to all internal and external entities, including the Governor's Office, the legislature, the Office of Management and Budget, vendors, contractors, public, private and federal officials on Division of Information Technology and Telecommunications issues, possessing full authority to negotiate information technology and telecommunications contracts and agreements and possesses independent authority to commit and reallocate Division of Information Technology and Telecommunications resources to enhance quality of equipment and efficiency of services provided on behalf of the department.

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

Considering similarities of this requested position with those of other 4d(3) exempted positions in Central Management Services, I recommend 4d(3) exemption.

To facilitate your review, I have enclosed copies of the position description and organization charts. If additional information is required, please contact Tricia Pineda, Internal personnel Office, at 782-7638.

WILL THE COMMISSION GRANT THE REQUEST FOR EXEMPTION FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE FOLLOWING POSITION?

Position Title: Senior Public Service Administrator
Position Number: 40070-37-41-600-01-01
Division: Bureau of Strategic Sourcing and Procurement
Incumbent: Vacant
Supervisor: Assistant Director
Location: Cook County

L. Department of Central Management Services - Proposed Exemption

The following recommendation and supporting materials were received from the Director of Central Management Services.

COPY

Dear Chairman Richards:

The Department of Central Management Services is requesting 4d(3) policy exemption of the following position:

Position Title: Senior Public Service Administrator
Position Number: 40070-37-41-800-01-01
Division: Bureau of Strategic Sourcing and Procurement
Incumbent: Vacant
Supervisor: Assistant Director
Location: Cook County

This position reports to the Assistant Director of the Bureau of Strategic Sourcing and Procurement, serves authoritatively as policy formulating administrator in the planning, directing, implementing and administering, through subordinate Strategic Sourcing Managers of the Division of General Services, which is responsible for all CMS-led procurement of statewide general services, including, but not limited to, fleet vehicle services, travel services and temporary personal

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

services for all State Agencies, Boards and Commissions and service contracts for one or more state agencies for third party financing, consultant services and special contracts in order to effect and bring to fruition a variety of procurement initiatives and enhancements based on best business practices called for by the Governor's Budget Briefing Address and in part by Executive Orders Number 2 and 10; serves as an expert authority in collaboration with the Assistant Director and Director in the planning and development of all aspects of policy development for the Division of General Services; develops new policies and initiatives to enhance service procurement; serves as an expert authority leading and advising other Agencies, Boards and Commissions on substantial and/or logistically complex service procurements under the jurisdiction of the other agencies; and develops and implements strategic planning and evaluation efforts for the Division of General Services; develops the Division's annual budget encompassing all state service procurement functions for the Assistant Director and Director to all internal and external entities, including the Governor's Office, the legislature, the Office of Management and Budget, vendors, contractors, public, private and federal officials on Division of General Services issues, possessing full authority to negotiate service contracts and agreements and possesses independent authority to commit and reallocate Division of General Services resources to enhance efficiency and services provided on behalf of the department.

Considering similarities of this requested position with those of other 4d(3) exempted positions in Central Management Services, I recommend 4d(3) exemption.

To facilitate your review, I have enclosed copies of the position description and organization charts. If additional information is required, please contact Tricia Pineda, Internal Personnel Office, at 782-7638.

WILL THE COMMISSION GRANT THE REQUEST FOR EXEMPTION FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE FOLLOWING POSITION?

Position Title:	Senior Public Service Administrator
Position Number:	40070-37-41-800-01-01
Division:	Bureau of Strategic Sourcing and Procurement
Incumbent:	Vacant
Supervisor:	Assistant Director
Location:	Cook County

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

M. Department of Children and Family Services - Proposed Exemption

The following recommendation and supporting materials were received from the Director of Central Management Services.

COPY

Dear Chairman Richards:

Director Bryan Samuels of the Illinois Department of Children and Family Services has requested 4d(3) exemption of the following position:

Position Title:	Senior Public Service Administrator
Position Number:	40070-16-00-000-40-01
Division:	Director's Office
Incumbent:	Vacant
Supervisor:	Director Samuels
Location:	Cook County

I am recommending consideration of 4d(3) exemption from Jurisdiction B of the Personnel Code.

To facilitate your staff's review, I have enclosed copies of the subject position, together with the agency's letter of request and the organizational chart. If additional information is required, please contact Marianne Armento, Division Manager, Technical Services Division, at 782-5601.

END OF COPY

COPY

Dear Director Rumman:

I am requesting that the position of Planning, Research, and Analysis Administrator for the Department of Children and Family Services be considered for 4d(3) exemption.

This position will function as the Department's Planning, Research, and Analysis Administrator and will serve as the principal policy-formulating administrator for the research, planning and analysis of Departmental programs, services and future initiatives. The incumbent of this position will have significant authority to act in the capacity of the Director in committing the Agency's course of operational actions and resources in the planning and analysis of programs and services. The

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

position will formulate policies and procedures and serve as principal administrator in development of complex program designs and other initiatives that will modify Department service delivery. Furthermore, the position will be invested with the authority to make decisions into planning for future Departmental initiatives and advising the Director of same. Reporting directly to the Director of the Department of Children & Family Services, the incumbent will serve as the Agency's chief program planner, researcher and analyst and will exercise complete decision-making latitude and independence with respect to the formulation of policy affecting the analysis of Department operations and services.

Due to the nature and scope of the duties of this position, as well as the sensitivity of the issues and policy-making responsibilities, I am requesting this position be granted exempt status. Enclosed are the position description, position review/determination form, and the before and after organizational charts.

Your assistance in reviewing and forwarding this clarification to the Civil Service Commission for exemption review is appreciated.

END OF COPY

WILL THE COMMISSION GRANT THE REQUEST FOR EXEMPTION FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE FOLLOWING POSITION?

Position Title:	Senior Public Service Administrator
Position Number:	40070-16-00-000-40-01
Division:	Director's Office
Incumbent:	Vacant
Supervisor:	Director Samuels
Location:	Cook County

N. Department of Professional Regulation - Proposed Exemptions

The following recommendation and supporting materials were received from the Director of Central Management Services.

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

COPY

Dear Chairman Richards:

Director Grillo has requested 4d(3) exemption of the following four positions:

Position Title: Senior Public Service Administrator
Position Number: 40070-24-05-100-00-01
Division: Statewide Enforcement
Incumbent: Vacant
Supervisor: SPSA 40070-24-05-000-00-01
Location: Cook

Position Title: Senior Public Service Administrator
Position Number: 40070-24-05-200-00-01
Division: Statewide Enforcement
Incumbent: Wayne Straza
Supervisor: SPSA 40070-24-05-000-00-01
Location: Cook

Position Title: Senior Public Service Administrator
Position Number: 40070-24-05-300-00-01
Division: Statewide Enforcement
Incumbent: Michael Lyons
Supervisor: SPSA 40070-24-05-000-00-01
Location: Cook

Position Title: Senior Public Service Administrator
Position Number: 40070-24-05-500-00-01
Division: Statewide Enforcement
Incumbent: Vacant
Supervisor: SPSA 40070-24-05-000-00-01
Location: Cook

I am recommending consideration of 4d(3) exemption from Jurisdiction B of the Personnel Code for these positions.

To facilitate your staff's review, I have enclosed copies of the subject position, together with the agency's letter of request and the organization chart. If additional information is required, please contact Marianne Armento, Division Manager, Technical Services, at 782-5601.

END OF COPY

December 18, 2003

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

COPY

Dear Director Rumman:

I am requesting the attached CMS-104 job descriptions for Senior Public Service Administrators as listed below be exempted from Jurisdiction B of the Illinois Personnel Code under provisions of paragraph 4d(3).

SPSA 40070-24-05-100-00-01	Enforcement Investigations Programs
SPSA 40070-24-05-200-00-01	Enforcement Administration Programs
SPSA 40070-24-05-300-00-01	Prosecutorial Programs
SPSA 40070-24-05-500-00-01	Special Operations Programs

It appears these positions qualify for such exemption as listed below:

1. The position will report to the Deputy Director for Statewide Enforcement;
2. Will have principal administrative responsibility for the planning, development and implementation of statewide policies and procedures for the respective program listed above; and,
3. Serves as spokesperson, representing the Deputy Director of statewide Enforcement and the Director at various internal and external meetings often of a sensitive and confidential nature concerning enforcement investigations, enforcement administration issues, prosecution issues, or special operations programs and policies, respectively.

If you require any additional information, please contact Jeanine K. Hamm, Human Resources Director, at 217/785-0816.

END OF COPY

WILL THE COMMISSION GRANT THE REQUESTS FOR EXEMPTION FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE FOLLOWING POSITIONS?

Position Title:	Senior Public Service Administrator
Position Number:	40070-24-05-100-00-01
Division:	Statewide Enforcement
Incumbent:	Vacant
Supervisor:	SPSA 40070-24-05-000-00-01
Location:	Cook

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

Position Title: Senior Public Service Administrator
Position Number: 40070-24-05-200-00-01
Division: Statewide Enforcement
Incumbent: Wayne Straza
Supervisor: SPSA 40070-24-05-000-00-01
Location: Cook

Position Title: Senior Public Service Administrator
Position Number: 40070-24-05-300-00-01
Division: Statewide Enforcement
Incumbent: Michael Lyons
Supervisor: SPSA 40070-24-05-000-00-01
Location: Cook

Position Title: Senior Public Service Administrator
Position Number: 40070-24-05-500-00-01
Division: Statewide Enforcement
Incumbent: Vacant
Supervisor: SPSA 40070-24-05-000-00-01
Location: Cook

O. Environmental Protection Agency - Proposed Exemption

The following recommendation and supporting materials were received from the Director of Central Management Services.

COPY

Dear Chairman Richards:

Director Renee Cipriano of the Environmental Protection Agency has requested 4d(3) exemption of the following position:

Position Title: Senior Public Service Administrator
Position Number: 40070-46-21-100-00-01
Division: Legal Counsel
Incumbent: Joseph Svoboda
Supervisor: Director
Location: Sangamon County

I am recommending consideration of 4d(3) exemption from Jurisdiction B of the Personnel Code.

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

To facilitate your staff's review, I have enclosed a copy of the subject position, together with the Department's letter of request and the organization chart. If additional information is required, please contact Marianne Armento, Division Manager, Technical Services Division, at 782-5601.

END OF COPY

COPY

Dear Mr. Rumman:

We are requesting approval to exempt the position of Senior Public Service Administrator (40070-46-21-100-00-01) in accordance with Section 4d(3) of the Personnel Code.

This position reports directly to me and is located in Springfield, Illinois. The position serves as Chief Legal Counsel for the Illinois EPA and is responsible for all legal activities affecting the Illinois EPA. This position also serves as the Director's designee as Chairman of the Environmental Protection Trust Commission, and as the Illinois EPA liaison with the Illinois State Police.

The attached CMS-104 (position description) and organizational chart depicts the placement and responsibilities of this position.

If additional information is needed, please contact me so that we may respond effectively and expeditiously.

END OF COPY

WILL THE COMMISSION GRANT THE REQUEST FOR EXEMPTION FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE FOLLOWING POSITION?

Position Title:	Senior Public Service Administrator
Position Number:	40070-46-21-100-00-01
Division:	Legal Counsel
Incumbent:	Joseph Svoboda
Supervisor:	Director
Location:	Sangamon County

December 18, 2003

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

P. Department of Public Aid - Proposed Exemption

The following recommendation and supporting materials were received from the Director of Central Management Services.

COPY

Dear Chairman Richards:

Director Barry S. Maram of the Illinois Department of Public Aid has requested 4d(3) exemption of the following position:

Position Title:	Senior Public Service Administrator
Position Number:	40070-33-70-000-00-62
Division:	Division of Finance
Incumbent:	Vacant
Supervisor:	Director
Location:	Sangamon County

I am recommending consideration of exemption from Jurisdiction B under Section 4d(3) of the Personnel Code.

To facilitate your staff's review, I have enclosed a copy of the subject position, together with the agency's letter of request and the organizational chart. If additional information is required, please contact Marianne Armento, Division Manager, Technical Services Division, at 782-5601.

END OF COPY

COPY

Dear Director Rumman:

We are proposing the exemption of Senior Public Service Administrator position 40070-33-70-000-00-62 as provided in Section 4d(3) of the Personnel Code.

This position serves as the Administrator of the newly established Division of Finance and is responsible for formulating and developing policies consistent with federal and state rules and regulations governing our agency's financial operations. The incumbent will work closely with me in all matters relating to the financial status of the agency, including development of the agency's budget and disbursement of federal and state funds, and will assist me in the development of agency policy. This person will have full authority to act in my behalf with respect to these responsibilities and will have principle administrative

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

responsibility for the manner in which agency policy affecting the financial obligations of the agency is implemented.

The attached CMS-104 Position Description and organizational chart depict the placement and responsibility of this position.

Your review and early positive presentation of this proposal to the Civil Service Commission will be appreciated. If additional information is needed, please contact the Division of Personnel and Administrative Services of this agency.

END OF COPY

WILL THE COMMISSION GRANT THE REQUEST FOR EXEMPTION FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE FOLLOWING POSITION?

Position Title:	Senior Public Service Administrator
Position Number:	40070-33-70-000-00-62
Division:	Division of Finance
Incumbent:	Vacant
Supervisor:	Director
Location:	Sangamon County

V. MOTION TO GO INTO EXECUTIVE SESSION

WILL THE COMMISSION HOLD AN EXECUTIVE SESSION TO CONSIDER APPEALS OF DISMISSAL FILED WITH THE COMMISSION?

VI. RECONVENE MEETING

VII. APPEALS TERMINATED WITHOUT DECISION

Listed below for the record is a summary of appeals in which termination was achieved by action other than formal decision by the Commission. All records pertaining to the appeals are a matter of record in the Commission files.

Dismissal

Bijou, Sandra Administrative Assistant I Human Services

CHARGES: Time Abuse and Neglect in the Performance of Duties, and
 Failure/Inability to Perform Assigned Duties/Responsibilities
Request for hearing filed: September 23, 2002

Settlement agreement reached and Stipulation to Dismiss signed by the parties. Case closed by letter dated December 1, 2003.

DOES THE COMMISSION CONCUR WITH THE STAFF DECISION IN THE ABOVE MATTER?

VIII. COURT DECISIONS ON ADMINISTRATIVE REVIEW

On October 18, 2000 Michael Gunther, an IDOT employee, was discharged for Misrepresentation of Medical Condition in order to obtain Workers Compensation benefits and Conduct Unbecoming a State Employee. On October 11, 2001 the Commission rejected the Recommended Decision of the Hearing Officer and upheld the discharge. Gunther filed a Complaint for Administrative Review, but failed to serve IDOT with a summons. On April 15, 2002 the trial court granted IDOT's Motion to Dismiss for failure to serve a necessary party. Gunther appealed, and on October 28, 2003 the Appellate Court, in an unpublished opinion, upheld the dismissal. On December 1, 2003 the Appellate Court granted IDOT's motion to publish the opinion.

IX. AMENDMENTS IN CLASS SPECIFICATIONS

A. Comments on Class Specifications

1. Correctional Captain

The Department of Corrections has been the sole agency user of the Correctional Captain class since its inception. Director Roger E. Walker, Jr. of the Department of Corrections has requested that the Correctional Captain class be abolished, as his agency no longer uses the class. No incumbents or positions presently exist within this classification; the last incumbents vacated the class effective August 1, 2003.

B. Recommendations for Commission Action

The class specifications for the following classes, submitted by the Director of Central Management Services, were found satisfactory.

WILL THE COMMISSION APPROVE THE CLASS SPECIFICATIONS FOR THE FOLLOWING CLASSES TO BE EFFECTIVE JANUARY 1, 2004?

Abolitions

Correctional Captain

WILL THE COMMISSION DISAPPROVE ANY CLASS SPECIFICATIONS RECEIVED BY THE COMMISSION STAFF NOT CONTAINED IN THIS REPORT TO ALLOW ADEQUATE STUDY?

X. NON-MERIT APPOINTMENT REPORT

The Personnel Code permits non-merit appointments for a limited period of time, i.e., emergency appointments shall not exceed 60 days and shall not be renewed, and positions shall not be filled on a temporary or provisional basis for more than six months out of any twelve-month period. Consecutive non-merit appointments are not violative of the Code, however, they do present a possible evasion of merit principles and should be monitored. Set forth below is the number of consecutive non-merit appointments made by each department. These statistics are from the Department of Central Management Services consecutive non-merit report as of November 30, 2003.

	<u>10/31/03</u>	<u>11/30/03</u>
Agriculture	0	1
Central Management Services	7	7
Children & Family Services	1	0
Employment Security	0	2
Historic Preservation	2	1
Natural Resources	26	33
Public Health	1	0
State Police	1	1
Transportation	1	0
Veterans' Affairs	<u>1</u>	<u>1</u>
	40	46

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XI. APPEALS PENDING DECISION

Dismissal of Appeal- Failure to Appear at Hearing

<u>Name</u>	<u>Title</u>	<u>Department</u>
Thomas Jackson	Office Specialist	Children & Family Services

CHARGE: Unauthorized Absences
Request for hearing filed: October 7, 2003

WHAT IS THE DECISION OF THE COMMISSION?

Dismissal

Charles Kohr	Hearings Referee	Employment Security
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CHARGE: Inappropriate Conduct of a Sexual Nature in the Workplace
Request for hearing filed: October 9, 2003

WHAT IS THE DECISION OF THE COMMISSION?

Dismissal

Joseph Mungai	Registered Nurse 1	Human Services
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CHARGE: Failure and Inability to Return from Leave of Absence and Inability to Perform Duties and Responsibilities of the Position
Request for hearing filed: January 31, 2003

WHAT IS THE DECISION OF THE COMMISSION?

Dismissal

<u>Name</u>	<u>Title</u>	<u>Department</u>
Robert B. Powers	Sr. Public Service Administrator	Civil Service Commission

CHARGE: Falsely signed CMS-2 forms as the Director of Central Management Services, which is a violation under the Personnel Code
Request for hearing filed: June 2, 2003

WHAT IS THE DECISION OF THE COMMISSION?

Dismissal

Elizabeth Terrell	Mental Health Tech III	Human Services
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CHARGE: Recipient abuse.

December 18, 2003

XI. APPEALS PENDING DECISION (continued)

Request for hearing filed: February 15, 2001

8/22/02 - Remanded back to Administrative Law Judge for additional evidence.

10/17/02 - Appeal dismissed with prejudice by Commission due to lack of jurisdiction.

11/3/03 - Remanded back to CSC by Circuit Court of Cook County for decision on merits of case.

WHAT IS THE DECISION OF THE COMMISSION?

XII. STAFF REPORT

XIII. ANNOUNCEMENT OF NEXT MEETING

Announcement of the next regular meeting to be held on Thursday, January 18, 2004 at 9:00 a.m. in the Commission's Chicago Office.

XIV. MOTION TO ADJOURN.