

July 15, 2004

AGENDA
ILLINOIS CIVIL SERVICE COMMISSION
July 15, 2004

- I. OPENING OF MEETING AT 9:00 A.M. AT 160 NORTH LASALLE STREET,
SUITE S-901, CHICAGO, ILLINOIS
- II. PRESENT
- III. APPROVAL OF MINUTES OF REGULAR MEETING HELD JUNE 17, 2004

**WILL THE COMMISSION APPROVE THE MINUTES OF THE REGULAR
MEETING HELD JUNE 17, 2004?**

July 15, 2004

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 | 110 | 5 |
| Agriculture | 630 | 18 |
| Arts Council | 21 | 1 |
| Banks and Real Estate..... | 254 | 8 |
| Capitol Development Board..... | 16 | 0 |
| Central Management Services | 1228 | 86 |
| Children and Family Services | 3485 | 39 |
| Civil Service Commission..... | 5 | 0 |
| Commerce & Econ. Opportunity | 530 | 59 |
| Commerce Commission..... | 58 | 0 |
| Corrections..... | 14,430 | 110 |
| Criminal Justice Authority | 73 | 3 |
| Deaf and Hard of Hearing Comm. | 6 | 1 |
| Developmental Disabilities Council | 13 | 1 |
| Elections Board | 52 | 1 |
| Emergency Management Agency..... | 110 | 2 |
| Employment Security | 1959 | 26 |
| Environmental Protect. Agency..... | 1147 | 12 |
| Financial Institutions | 79 | 5 |
| Guardianship and Advocacy | 111 | 6 |
| Historic Preservation Agency..... | 246 | 5 |
| Human Rights Commission | 12 | 2 |
| Human Rights Department..... | 132 | 7 |
| Human Services..... | 15,808 | 60 |
| Industrial Commission..... | 166 | 7 |
| Insurance..... | 319 | 8 |
| Investment Board..... | 4 | 1 |
| Labor..... | 79 | 7 |
| Labor Relations Board Educational..... | 16 | 2 |
| Labor Relations Board Local | 2 | 0 |
| Labor Relations Board State..... | 19 | 2 |
| Law Enforce. Trng. & Standard Bd. | 25 | 1 |
| Medical District Comm..... | 2 | 0 |
| Military Affairs | 144 | 3 |
| Natural Resources..... | 1921 | 28 |
| Pollution Control Board..... | 26 | 3 |
| Prisoner Review Board | 25 | 0 |
| Professional Regulation | 257 | 17 |
| Property Tax Appeal Board..... | 24 | 2 |
| Public Aid | 2345 | 21 |
| Public Health..... | 1144 | 27 |
| Revenue | 2217 | 47 |
| State Fire Marshal..... | 128 | 7 |
| State Police..... | 1516 | 6 |
| State Police Merit Board..... | 5 | 1 |
| State Retirement System | 80 | 1 |
| Transportation | 2962 | 1 |
| Veterans Affairs | 1172 | 3 |
| TOTALS | 55,113 | 652 |

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.

* * *

July 15, 2004

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

C. Illinois Department of Revenue – Proposed Exemption

The following 4d(3) requests for exemption were continued at the June 17, 2004 meeting until July 15, 2004.

COPY

Dear Chairman Richards:

Director Hamer of the Illinois Department of Revenue has requested 4d(3) exemption of the following positions:

| | |
|------------------|---|
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-25-07-100-00-01 |
| Bureau/Division: | Legal Services – Special Counsel Office |
| Incumbent: | John T. Robinson |
| Supervisor: | General Counsel |
| Location: | Sangamon County |

| | |
|------------------|-------------------------------------|
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-25-07-210-00-01 |
| Bureau/Division: | Legal Services – Litigation Office |
| Incumbent: | Paul G. Badanski |
| Supervisor: | General Counsel |
| Location: | Sangamon County |

Although these positions do not meet the reporting criteria of the Commission Rules and considering similarities of these positions with those of other 4d(3) exempt positions, I recommend 4d(3) exemption.

To facilitate your review, I have enclosed copies of each position description, together with each Agency letter of request and organization charts. If additional information is required, please contact Tricia Pineda in Internal Personnel at (217) 782-7639.

END OF COPY

July 15, 2004

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

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

| | |
|------------------|---|
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-25-07-100-00-01 |
| Bureau/Division: | Legal Services – Special Counsel Office |
| Incumbent: | John T. Robinson |
| Supervisor: | General Counsel |
| Location: | Sangamon County |

| | |
|------------------|-------------------------------------|
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-25-07-210-00-01 |
| Bureau/Division: | Legal Services – Litigation Office |
| Incumbent: | Paul G. Badanski |
| Supervisor: | General Counsel |
| Location: | Sangamon County |

D. Illinois Office of Banks and Real Estate – Proposed Exemption

The following 4d(3) requests for exemption were continued at the June 17, 2004 meeting until July 15, 2004.

COPY

Dear Chairman Kolker:

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

| | |
|------------------|-------------------------------------|
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-50-92-301-00-01 |
| Division: | Legal Division |
| Incumbent: | Michael D. Morehead |
| Supervisor: | SPSA (40070-50-92-300-00-01) |
| Location: | Sangamon County |

July 15, 2004

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

| | |
|------------------|-------------------------------------|
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-50-92-401-10-01 |
| Division: | Legal Division |
| Incumbent: | Alan I. Anderson |
| Supervisor: | SPSA (40070-50-92-40-00-01) |
| Location: | Cook County |

Although these positions do not meet the reporting criteria of the Commission Rules, considering similarities of these requested positions with those of other 4d(3) exempt positions, I recommend 4d(3) exemption.

To facilitate your staff's review, I have enclosed copies of the position descriptions, Agency's letter of request and organization charts. If additional information is required, please contact Maribeth Moore, Unit Manager at 782-3677 in the Division of Technical Services.

END OF COPY

COPY

Dear Director Rumman:

Attached are revised job descriptions for the following Senior Public Service Administrators within OBRE:

40070-50-92-301-00-01
40070-50-92-401-10-01

These positions are at the Division Director level; report either directly to me or to an Assistant Commissioner who reports directly to me; are Rutan exempt; each serves as a member of the OBRE senior management staff and as you will see in the attached job descriptions, they recommend, develop, and implement policy pertaining to their respective divisions and the overall Agency. 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 May 20, 2004.

July 15, 2004

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

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 REQUEST FOR EXEMPTION FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE FOLLOWING POSITIONS?

Position Title: Senior Public Service Administrator
Position Number: 40070-50-92-301-00-01
Division: Legal Division
Incumbent: Michael D. Morehead
Supervisor: SPSA (40070-50-92-300-00-01)
Location: Sangamon County

Position Title: Senior Public Service Administrator
Position Number: 40070-50-92-401-10-01
Division: Legal Division
Incumbent: Alan I. Anderson
Supervisor: SPSA (40070-50-92-40-00-01)
Location: Cook County

E. Illinois Office of Banks and Real Estate – Proposed Exemption

The following 4d(3) request for exemption was continued at the June 17, 2004 meeting until July 15, 2004.

COPY

Dear Chairman Kolker:

Director Padron of the Office of Banks and Real Estate has requested 4d(3) exemption of the following established position:

July 15, 2004

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

| | |
|------------------|-------------------------------------|
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-50-92-230-00-01 |
| Division: | Fiscal Division |
| Incumbent: | Linda C. Harrod |
| Supervisor: | SPSA (40070-50-92-200-00-01) |
| Location: | Sangamon County |

Although the position does not meet the reporting criteria of the Commission Rules, considering similarities of this requested position with those of other 4d(3) exempt positions, I recommend 4d(3) exemption.

To facilitate your staff's review, I have enclosed copies of the position description, Agency's letter of request and organization chart. If additional information is required, please contact Maribeth Moore, Unit Manager at 782-3677 in the Division of Technical Services.

END OF COPY

COPY

Dear Director Rumman:

Attached please find a revised job description for a Senior Public Service Administrator within OBRE (40070-50-92-230-00-01). This position serves as the OBRE Fiscal Director. This is a Senior Staff position, and as you will see in the attached job description, involves responsibility for the determination and implementation of policy. As such, this position meets the criteria for partial exemption under Section 4d(3) of the Personnel Code. Therefore, I am requesting that CMS review the attached job description and make a favorable recommendation to the Civil Service Commission that this position be placed on the agenda for consideration of 4d(3) exemption at the Commission's regularly scheduled meeting to be held on May 20, 2004.

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

July 15, 2004

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

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

| | |
|------------------|-------------------------------------|
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-50-92-230-00-01 |
| Division: | Fiscal Division |
| Incumbent: | Linda C. Harrod |
| Supervisor: | SPSA (40070-50-92-200-00-01) |
| Location: | Sangamon County |

F. Illinois Office of Banks and Real Estate – Proposed Exemption

The following 4d(3) request for exemption was continued at the June 17, 2004 meeting until July 15, 2004.

COPY

Dear Chairman Kolker:

Director Padron of the Office of Banks and Real Estate has requested 4d(3) exemption of the following established position:

| | |
|------------------|-------------------------------------|
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-50-92-002-00-01 |
| Division: | Commissioner's Office |
| Incumbent: | Steven D. Ginsburg |
| Supervisor: | Commissioner |
| Location: | Cook County |

This position does meet the reporting criteria of the Commission Rules and considering similarities of this requested position with those of other 4d(3) exempt positions, I recommend 4d(3) exemption.

To facilitate your staff's review, I have enclosed copies of the position description, Agency's letter of request and organization charts. If additional information is required, please contact Maribeth Moore, Unit Manager at 782-3677 in the Division of Technical Services.

END OF COPY

July 15, 2004

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

COPY

Dear Director Rumman:

Attached is a revised job description for the following Senior Public Service Administrator within OBRE:

40070-50-92-002-00-01

This position is at the Division Director level; reports either directly to me or to an Assistant Commissioner who reports directly to me; is Rutan exempt; serves as a member of the OBRE senior management staff, and as you will see in the attached job description, recommends, develops, and implements policy pertaining to its respective division and the overall Agency. As such this position meets the criteria for partial exemption under Section 4d(3) of the Personnel Code. Therefore, I am requesting that CMS review the attached job description and make a favorable recommendation to the Civil Service Commission that this position be placed on the agenda for consideration of 4d(3) exemption at the Commission's regularly scheduled meeting to be held on May 20, 2004.

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

| | |
|------------------|-------------------------------------|
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-50-92-002-00-01 |
| Division: | Commissioner's Office |
| Incumbent: | Steven D. Ginsburg |
| Supervisor: | Commissioner |
| Location: | Cook County |

July 15, 2004

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

G. Illinois Office of Banks and Real Estate – Proposed Exemption

The following 4d(3) requests for exemption were continued at the June 17, 2004 meeting until July 15, 2004.

COPY

Dear Chairman Kolker:

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

Position Title: Senior Public Service Administrator
Position Number: 40070-50-92-303-00-01
Division: Specialized Activities Supervision Division
Incumbent: Vacant (40070-50-92-300-00-01)
Supervisor: SPSA (40070-50-92-300-00-01)
Location: Sangamon County

Position Title: Senior Public Service Administrator
Position Number: 40070-50-92-304-00-01
Division: Springfield Commercial Bank Supervision Division
Incumbent: Marc A. Edwards
Supervisor: SPSA (40070-50-92-300-00-01)
Location: Sangamon County

Position Title: Senior Public Service Administrator
Position Number: 40070-50-92-305-00-01
Division: Chicago Commercial Bank Supervision Division
Incumbent: Richard C. Burnskill
Supervisor: SPSA (40070-50-92-300-00-01)
Location: Cook County

Position Title: Senior Public Service Administrator
Position Number: 40070-50-92-306-00-01
Division: International Bank Supervision Division
Incumbent: Craig S. Volk
Supervisor: SPSA (40070-50-92-300-00-01)
Location: Cook County

July 15, 2004

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

Position Title: Senior Public Service Administrator
Position Number: 40070-50-92-403-00-01
Division: Thrifts Division
Incumbent: James R. Copley
Supervisor: SPSA (40070-50-92-400-00-01)
Location: Cook

Position Title: Senior Public Service Administrator
Position Number: 40070-50-92-404-00-01
Division: Mortgage Banking Division
Incumbent: Arleatha H. Kelly
Supervisor: SPSA (40070-50-92-400-00-01)
Location: Cook County

Although these positions do not meet the reporting criteria of the Commission Rules, considering similarities of these requested positions with those of other 4d(3) exempt positions, I recommend 4d(3) exemption.

To facilitate your staff's review, I have enclosed copies of the position descriptions, Agency's letter of request and organization charts. If additional information is required, please contact Maribeth Moore, Unit Manager at 782-3677 in the Division of Technical Services.

END OF COPY

COPY

Dear Director Rumman:

Attached are revised job descriptions for the following Senior Public Service Administrators within OBRE:

40070-50-92-303-00-01
40070-50-92-304-00-01
40070-50-92-305-00-01
40070-50-92-306-00-01
40070-50-92-403-00-01
40070-50-92-404-00-01

July 15, 2004

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

These position are all at the Division Director level; report either directly to me or to an Assistant Commissioner who reports directly to me; all are Rutan exempt; all serve as members of the OBRE senior management staff, and as you will see in the attached job descriptions, they recommend, develop, and implement policy pertaining to their respective division and the overall Agency. 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 May 20, 2004.

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 REQUEST FOR EXEMPTION FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE FOLLOWING POSITIONS?

| | |
|------------------|---|
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-50-92-303-00-01 |
| Division: | Specialized Activities Supervision Division |
| Incumbent: | Vacant (40070-50-92-300-00-01) |
| Supervisor: | SPSA (40070-50-92-300-00-01) |
| Location: | Sangamon County |

| | |
|------------------|--|
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-50-92-304-00-01 |
| Division: | Springfield Commercial Bank Supervision Division |
| Incumbent: | Marc A. Edwards |
| Supervisor: | SPSA (40070-50-92-300-00-01) |
| Location: | Sangamon County |

July 15, 2004

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

Position Title: Senior Public Service Administrator
Position Number: 40070-50-92-305-00-00-01
Division: Chicago Commercial Bank Supervision Division
Incumbent: Richard C. Brunskill
Supervisor: SPSA (40070-50-92-300-00-01)
Location: Cook County

Position Title: Senior Public Service Administrator
Position Number: 40070-50-92-306-00-01
Division: International Bank Supervision Division
Incumbent: Craig S. Volk
Supervisor: SPSA (40070-50-92-300-00-01)
Location: Cook County

Position Title: Senior Public Service Administrator
Position Number: 40070-50-92-403-00-01
Division: Thrifts Division
Incumbent: James R. Copley
Supervisor: SPSA (40070-50-92-400-00-01)
Location: Cook County

Position Title: Senior Public Service Administrator
Position Number: 40070-50-92-404-00-01
Division: Mortgage Banking Division
Incumbent: Arleatha H. Kelly
Supervisor: SPSA (40070-50-92-400-00-01)
Location: Cook County

H. Illinois Department of Central Management Services – Proposed Exemption

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

COPY

Dear Chairman Kolker:

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: | 40070-37-70-900-01-01 |
| Bureau/Division: | Director's Office |
| Incumbent: | Vacant |
| Supervisor: | Chief Administrative Officer and General Counsel |
| Location: | Cook County |

The rationale for requesting this exemption is supported by the following:

1. The Information Strategy Director reports to the Chief Administrative Officer and General Counsel who exercises full line authority under the Director and is responsible for performing duties clearly distinct and separate from other Deputy Directors and statutorily appointed Assistant Directors.
2. The Information Strategy Director serves as a policy formulating administrator in planning, directing and implementing communications policies and strategies to integrate intra- and inter-agency information regarding existing and new CMS programs, strategies and activities into a current, coordinated and accurate resource serving as an integral component of the overall CMS program planning, decision making and operations implementation process which fixes objectives and states principles to control action toward operating objectives of multiple divisions and agencies.
3. The Information Strategy Director possesses significant authority when acting in the capacity of the Chief Administrative Officer and General Counsel to bind the agency to courses of action on issues in the course of serving as an expert authority to all senior agency administrators in the planning and development of information policies and strategies for all operational components of the agency with all external stakeholder entities.
4. This position coordinates efforts of all intra-agency organizational units, all client state agencies, boards and commissions, external partners, clients and stakeholders to develop and maintain information materials which comprehensively and accurately depict the CMS organization, its programs, activities, accomplishments and services which involves the planning and programming of departmental activities and integrating the plans and projections of related operations for various organizational entities and impacting those in CMS stakeholder agencies and organizations.

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

July 15, 2004

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

To facilitate your review, I have enclosed copies of the position description and organizational charts. If additional information is required, please contact Larry Plummer in the Bureau of Personnel at 557-0225.

END OF COPY

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

| | |
|------------------|--|
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-37-70-900-01-01 |
| Bureau/Division: | Director's Office |
| Incumbent: | Vacant |
| Supervisor: | Chief Administrative Officer and General Counsel |
| Location: | Cook County |

I. Illinois Department of Central Management Services – Proposed Exemption

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

COPY

Dear Chairman Kolker:

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

| | |
|------------------|---|
| Position Title | Senior Public Service Administrator |
| Position Number: | 40070-37-80-000-06-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Cook County |

The rationale for requesting this exemption is supported by the following:

1. The Media Administrator #1 – Department of Central Management Services (CMS) reports to the Deputy Director of the Illinois Office of Communication

July 15, 2004

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

- and Information (IOCI) of Central Management Services and works closely in collaboration with the Director of CMS.
2. The Media Administrator #1 – Department of Central Management Services is responsible for policy development, planning, implementing and administering all media services and operations for the Director's Office and the Office of Finance, the Bureau of Property Management and the Bureau of Strategic Sourcing and Procurement of the agency working in collaboration with the Director of CMS as part of the media relations consolidation under Executive Order Number 2 which fixes objectives and states principles to control action toward operating objectives of multiple divisions and agencies.
 3. This position serves as agency spokesperson and representative on behalf of CMS on Director's Office and the Office of Finance, the Bureau of Property, Management and the Bureau of Strategic Sourcing and Procurement issues to the media advocating, explaining and interpreting to both print and broadcast medias the content and implications of specific agency events, issues, inquiries, ongoing news and other activities to maximize the accuracy, consistency, and effectiveness of understanding of intent to all concerned parties.
 4. This position serves as primary coordinator and representative to the Governor's Press Office and various CMS staff depending on nature of issue and other agency Media Administrators coordinating research and development of responses to inquiries on CMS' Director's Office and the Office of Finance, the Bureau of Property Management and the Bureau of Strategic Sourcing and Procurement issues and coordinates partnerships with other agencies attending media events impacting multiple agencies and in the course of these duties is responsible for planning and programming of departmental activities, integrating the plans and projections of a number of related governmental divisions and media entities and the planning and scheduling of work programs associated with media relations.

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 Larry Plummer in the Bureau of Personnel at 557-0225.

END OF COPY

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

July 15, 2004

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

| | |
|------------------|---|
| Position Title | Senior Public Service Administrator |
| Position Number: | 40070-37-80-000-06-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Cook County |

J. Illinois Department of Central Management Services – Proposed Exemption

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

COPY

Dear Chairman Kolker:

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

| | |
|------------------|---|
| Position Title | Senior Public Service Administrator |
| Position Number: | 40070-37-80-000-07-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Cook County |

The rationale for requesting this exemption is supported by the following:

1. The Media Administrator #2 – Department of Central Management Services (CMS) reports to the Deputy Director of the Illinois Office of Communication and Information (IOCI) of Central Management Services and works closely in collaboration with the Director of CMS.
2. The Media Administrator #2 – Department of Central Management Services is responsible for policy development, planning, implementing and administering all media services and operations for the Bureau of Benefits, General Counsel's Office, Illinois Office of Internal Audits and Bureau of Personnel of the agency working in collaboration with the Director of CMS as part of the media relations consolidation under Executive Order Number 2 which fixes objectives and states principles to control action toward operating objectives of multiple divisions and agencies.

July 15, 2004

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

3. This position serves as agency spokesperson and representative on behalf of CMS on Bureau of Benefits, General Counsel's Office, Illinois Office of Internal Audits and Bureau of Personnel issues to the media advocating, explaining and interpreting to both print and broadcast medias the content and implications of specific agency events, issues, inquiries, ongoing news and other activities to maximize the accuracy, consistency and effectiveness of understanding of intent to all concerned parties.
4. This position serves as primary coordinator and representative to the Governor's Press Office, various CMS staff depending on nature of issue and other agency Media Administrators coordinating research and development of responses to inquiries on CMS' Bureau of Benefits, General Counsel's Office, Illinois Office of Internal Audits and Bureau of Personnel issues and coordinates partnerships with other agencies attending media events impacting multiple agencies and in the course of these duties is responsible for planning and programming of departmental activities, integrating the plans and projections of a number of related governmental divisions and media entities and the planning and scheduling of work programs associated with media relations.

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 Larry Plummer in the Bureau of Personnel at 557-0225.

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: | 40070-37-80-000-07-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Cook County |

July 15, 2004

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

K. Illinois Department of Central Management Services – Proposed Exemption

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

COPY

Dear Chairman Kolker:

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

| | |
|------------------|--|
| Position Title | Senior Public Service Administrator |
| Position Number: | 40070-37-80-000-08-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Sangamon County |

The rationale for requesting this exemption is supported by the following:

1. The Media Administrator – Capital Development Board (CDB) reports to the Deputy Director of the Illinois Office of Communication and Information (IOCI) of Central Management Services and works closely in collaboration with the Executive Director of the Capital Development Board.
2. The Media Administrator – Capital Development Board is responsible for policy development, planning, implementing and administering all media services and operations for the agency working in collaboration with the Executive Director of CDB as part of the media relations consolidation under Executive Order Number 2 which fixes objectives and states principles to control action toward operating objectives of multiple divisions and agencies.
3. This position serves as agency spokesperson and representative on behalf of CDB to the media advocating, explaining and interpreting to both print and broadcast medias the content and implications of specific agency events, issues, inquiries, ongoing news and other activities to maximize the accuracy, consistency and effectiveness of understanding of intent to all concerned parties.
4. This position serves as primary coordinator and representative to the Governor's Press Office, various CMS and CDB staff depending on nature of issue and other agency Media Administrators coordinating research and development of responses to inquiries on CDB issues and coordinates partnerships with other agencies attending media events impacting multiple agencies and in the course of these duties is responsible for planning and programming of departmental

July 15, 2004

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

activities, integrating the plans and projections of a number of related governmental divisions and media entities and the planning and scheduling of work programs associated with media relations.

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 Larry Plummer in the Bureau of Personnel at 557-0225.

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: | 40070-37-80-000-08-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Sangamon County |

L. Illinois 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 Kolker:

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

July 15, 2004

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

| | |
|------------------|--|
| Position Title | Senior Public Service Administrator |
| Position Number: | 40070-37-80-000-13-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Sangamon County |

The rationale for requesting this exemption is supported by the following:

1. The Media Administrator - Illinois Emergency Management Agency and Office of the State Fire Marshal (IEMA and OSFM) reports to the Deputy Director of the Illinois Office of Communication and Information (IOCI) of Central Management Services (CMS) and works closely in collaboration with the Director of IEMA and the State Fire Marshal.
2. The Media Administrator - IEMA and OSFM is responsible for policy development, planning, implementing and administering all media services and operations for the agency working in collaboration with the Director of IEMA and the OSFM as part of the media relations consolidation under Executive Order Number 2 which fixes objectives and states principles to control action toward operating objectives of multiple divisions and agencies.
3. This position serves as agency spokesperson and representative on behalf of IEMA and OSFM to the media advocating, explaining and interpreting to both print and broadcast medias the content and implications of specific agency events, issues, inquiries, ongoing news and other activities to maximize the accuracy, consistency, and effectiveness of understanding of intent to all concerned parties.
4. This position serves as primary coordinator and representative to the Governor's Press Office, various CMS, IEMA and OFSM staff depending on nature of issue and other agency Media Administrators coordinating research and development of responses to inquiries on IEMA and OSFM issues and coordinates partnerships with other agencies attending media events impacting multiple agencies and in the course of these duties is responsible for planning and programming of departmental activities, integrating the plans and projections of a number of related governmental divisions and media entities and the planning and scheduling of work programs associated with media relations.

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

July 15, 2004

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 Larry Plummer in the Bureau of Personnel at 557-0225.

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: | 40070-37-80-000-13-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Sangamon County |

M. Illinois 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 Kolker:

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

| | |
|------------------|---|
| Position Title | Senior Public Service Administrator |
| Position Number: | 40070-37-80-000-16-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Sangamon County |

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

The rationale for requesting this exemption is supported by the following:

1. The Media Administrator #1 – Illinois Department of Transportation (IDOT) reports to the Deputy Director of the Illinois Office of Communication and Information (IOCI) of Central Management Services (CMS) and works closely in collaboration with the Secretary of IDOT.
2. The Media Administrator #1 – Illinois Department of Transportation is responsible for policy development, planning, implementing and administering all media services and operations for the offices of Finance & Administration, Inter-Governmental Affairs, Planning & Programming and Division of Aeronautics and Bureaus of Personnel Management and Budget/Fiscal Management of the agency working in collaboration with the Secretary of IDOT as part of the media relations consolidation under Executive Order Number 2 which fixes objectives and states principles to control action toward operating objectives of multiple divisions and agencies.
3. This position serves as agency spokesperson and representative on behalf of IDOT Offices of Finance & Administration, Inter-Governmental Affairs, Planning & Programming and Division of Aeronautics and Bureaus of Personnel Management and Budget/Fiscal Management issues to the media advocating, explaining and interpreting to both print and broadcast medias the content and implications of specific agency events, issues, inquiries, ongoing news and other activities to maximize the accuracy, consistency, and effectiveness of understanding of intent to all concerned parties.
4. This position serves as primary coordinator and representative to the Governor's Press Office, various CMS and IDOT staff depending on nature of issue and other agency Media Administrators coordinating research and development of responses to inquiries on Offices of Finance & Administration, Inter-Governmental Affairs, Planning & Programming and Division of Aeronautics and Bureaus of Personnel Management and Budget/Fiscal Management issues and coordinates partnerships with other agencies attending media events impacting multiple agencies and in the course of these duties is responsible for planning and programming of departmental activities, integrating the plans and projections of a number of related governmental divisions and media entities and the planning and scheduling of work programs associated with media relations.

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

July 15, 2004

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 Larry Plummer in the Bureau of Personnel at 557-0225.

END OF COPY

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

| | |
|------------------|---|
| Position Title | Senior Public Service Administrator |
| Position Number: | 40070-37-80-000-16-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Sangamon County |

N. Illinois 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 Kolker:

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

| | |
|------------------|---|
| Position Title | Senior Public Service Administrator |
| Position Number: | 40070-37-80-000-17-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Cook County |

July 15, 2004

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

The rationale for requesting this exemption is supported by the following:

1. The Media Administrator #2 – Illinois Department of Transportation (IDOT) reports to the Deputy Director of the Illinois Office of Communication and Information (IOCI) of Central Management Services and works closely in collaboration with the Secretary of IDOT.
2. The Media Administrator #2 – Department of Transportation is responsible for policy development, planning, implementing and administering all media services and operations for the District 1 Divisions of Highways and Traffic Safety and Opportunity Returns Office of the agency working in collaboration with the Secretary of IDOT as part of the media relations consolidation under Executive Order Number 2 which fixes objectives and states principles to control action toward operating objectives of multiple divisions and agencies.
3. This position serves as agency spokesperson and representative on behalf of IDOT District 1 Divisions of Highways and Traffic Safety and Opportunity Returns Office issues to the media advocating, explaining and interpreting to both print and broadcast medias the content and implications of specific agency events, issues, inquiries, ongoing news and other activities to maximize the accuracy, consistency and effectiveness of understanding of intent to all concerned parties.
4. This position serves as primary coordinator and representative to the Governor's Press Office, various CMS and IDOT staff depending on nature of issue and other agency Media Administrators coordinating research and development of responses to inquiries on District 1 Divisions of Highways and Traffic Safety and Opportunity Returns Office issues and coordinates partnerships with other agencies attending media events impacting multiple agencies and in the course of these duties is responsible for planning and programming of departmental activities, integrating the plans and projections of a number of related governmental divisions and media entities and the planning and scheduling of work programs associated with media relations.

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 Larry Plummer in the Bureau of Personnel at 557-0225.

END OF COPY

July 15, 2004

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

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: | 40070-37-80-000-17-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Cook County |

O. Illinois 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 Kolker:

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

| | |
|------------------|---|
| Position Title | Senior Public Service Administrator |
| Position Number: | 40070-37-80-000-18-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Cook County |

The rationale for requesting this exemption is supported by the following:

1. The Media Administrator #3 – Illinois Department of Transportation (IDOT) reports to the Deputy Director of the Illinois Office of Communication and Information (IOCI) of Central Management Services and works closely in collaboration with the Secretary of IDOT.
2. The Media Administrator #3 – Department of Transportation is responsible for policy development, planning, implementing and administering all media services and operations for the Districts 2, 3, 4, 5, 6, 7, 8 and 9 Divisions of Highways and Traffic Safety and Opportunity Returns Office of the agency

July 15, 2004

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

working in collaboration with the Secretary of IDOT as part of the media relations consolidation under Executive Order Number 2, which fixes objectives and states principles to control action toward operating objectives of multiple divisions and agencies.

3. This position serves as agency spokesperson and representative on behalf of IDOT Districts 2, 3, 4, 5, 6, 7, 8 and 9 Divisions of Highways and Traffic Safety and Opportunity Returns Office issues to the media advocating, explaining and interpreting to both print and broadcast medias the content and implications of specific agency events, issues, inquiries, ongoing news and other activities to maximize the accuracy, consistency and effectiveness of understanding of intent to all concerned parties.
3. This position serves as primary coordinator and representative to the Governor's Press Office, various CMS and IDOT staff depending on nature of issue and other agency Media Administrators coordinating research and development of responses to inquiries on Districts 2, 3, 4, 5, 6, 7, 8 and 9 Divisions of Highways and Traffic Safety and Opportunity Returns Office issues and coordinates partnerships with other agencies attending media events impacting multiple agencies and in the course of these duties is responsible for planning and programming of departmental activities, integrating the plans and projections of a number of related governmental divisions and media entities and the planning and scheduling of work programs associated with media relations.

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 Larry Plummer in the Bureau of Personnel at 557-0225.

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: | 40070-37-80-000-18-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Cook County |

July 15, 2004

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

P. Illinois 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 Kolker:

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

| | |
|------------------|---|
| Position Title | Senior Public Service Administrator |
| Position Number: | 40070-37-80-000-19-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Cook County |

The rationale for requesting this exemption is supported by the following:

1. The Media Administrator #1 – Department of Commerce and Economic Opportunity (DCEO) reports to the Deputy Director of the Illinois Office of Communication and Information (IOCI) of Central Management Services (CMS) and works closely in collaboration with the Director of DCEO.
2. The Media Administrator #1 – Department of Commerce and Economic Opportunity is responsible for policy development, planning, implementing and administering all media services and operations for the Offices of the Director's Office and the Opportunity Returns Office of the agency working in collaboration with the Director of DCEO as part of the media relations consolidation under Executive Order Number 2 which fixes objectives and states principles to control action toward operating objectives of multiple divisions and agencies.
3. This position serves as agency spokesperson and representative on behalf of DCEO on Director's Office and the Opportunity Returns Office issues to the media advocating, explaining and interpreting to both print and broadcast medias the content and implications of specific agency events, issues, inquiries, ongoing news and other activities to maximize the accuracy, consistency, and effectiveness of understanding of intent to all concerned parties.
4. This position serves as primary coordinator and representative to the Governor's Press Office, various CMS and DCEO staff depending on nature of issue and

July 15, 2004

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

other agency Media Administrators coordinating research and development of responses to inquiries on DCEO Director's Office and the Opportunity Returns Office issues and coordinates partnerships with other agencies attending media events impacting multiple agencies and in the course of these duties is responsible for planning and programming of departmental activities, integrating the plans and projections of a number of related governmental divisions and media entities and the planning and scheduling of work programs associated with media relations.

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 Larry Plummer in the Bureau of Personnel at 557-0225.

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: | 40070-37-80-000-19-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Cook County |

Q. Illinois 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 Kolker:

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: | 40070-37-80-000-23-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Sangamon County |

The rationale for requesting this exemption is supported by the following:

1. The Media Administrator – Historic Preservation Agency (HPA) reports to the Deputy Director of the Illinois Office of Communication and Information (IOCI) of Central Management Services (CMS) and works closely in collaboration with the Director of HPA.
2. The Media Administrator – Historic Preservation Agency is responsible for policy development, planning, implementing and administering all media services and operations for the agency working in collaboration with the Director of HPA as part of the media relations consolidation under Executive Order Number 2 which fixes objectives and states principles to control action toward operating objectives of multiple divisions and agencies.
3. This position serves as agency spokesperson and representative on behalf of HPA to the media advocating, explaining and interpreting to both print and broadcast medias the content and implications of specific agency events, issues, inquiries, ongoing news and other activities to maximize the accuracy, consistency, and effectiveness of understanding of intent to all concerned parties.
4. This position serves as primary coordinator and representative to the Governor's Press Office, various CMS and HPA staff depending on nature of issue and other agency Media Administrators coordinating research and development of responses to inquiries on HPA issues and coordinates partnerships with other agencies attending media events impacting multiple agencies and in the course of these duties is responsible for planning and programming of departmental activities, integrating the plans and projections of a number of related governmental divisions and media entities and the planning and scheduling of work programs associated with media relations.

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

July 15, 2004

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 Larry Plummer in the Bureau of Personnel at 557-0225.

END OF COPY

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

| | |
|------------------|---|
| Position Title | Senior Public Service Administrator |
| Position Number: | 40070-37-80-000-23-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Sangamon County |

R. Illinois 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 Kolker:

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

| | |
|------------------|---|
| Position Title | Senior Public Service Administrator |
| Position Number: | 40070-37-80-000-24-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Sangamon County |

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

The rationale for requesting this exemption is supported by the following:

1. The Media Administrator #1 – Department of Public Health (DPH) reports to the Deputy Director of the Illinois Office of Communication and Information (IOCI) of Central Management Services (CMS) and works closely in collaboration with the Director of DPH.
2. The Media Administrator #1 – Department of Public Health is responsible for policy development, planning, implementing and administering all media services and operations for the Offices of the Director (Division of Legal Services, Minority Health, Governmental Affairs, Customer Service), Public Health and Emergency Preparedness, Health Protection, Finance and Administration, and Human Resources of the agency working in collaboration with the Director of DPH as part of the media relations consolidation under Executive Order Number 2 which fixes objectives and states principles to control action toward operating objectives of multiple divisions and agencies.
3. This position serves as agency spokesperson and representative on behalf of DPH on Offices of the Director (Division of Legal Services, Minority Health, Governmental Affairs, Customer Service), Public Health and Emergency Preparedness, Health Protection, Finance and Administration and Human Resources issues to the media advocating, explaining and interpreting to both print and broadcast medias the content and implications of specific agency events, issues, inquiries, ongoing news and other activities to maximize the accuracy, consistency, and effectiveness of understanding of intent to all concerned parties.
4. This position serves as primary coordinator and representative to the Governor's Press Office, various CMS and DPH staff depending on nature of issue and other agency Media Administrators coordinating research and development of responses to inquiries on Offices of the Director (Division Of Legal Services, Minority Health, Governmental Affairs, Customer Service), Public Health and Emergency Preparedness, Health Protection, Finance and Administration, and Human Resources issues and coordinates partnerships with other agencies attending media events impacting multiple agencies and in the course of these duties is responsible for planning and programming of departmental activities, integrating the plans and projections of a number of related governmental divisions and media entities and the planning and scheduling of work programs associated with media relations.

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

July 15, 2004

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 Larry Plummer in the Bureau of Personnel at 557-0225.

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: | 40070-37-80-000-24-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Sangamon County |

S. Illinois 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 Kolker:

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

| | |
|------------------|---|
| Position Title | Senior Public Service Administrator |
| Position Number: | 40070-37-80-000-25-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Sangamon County |

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

The rationale for requesting this exemption is supported by the following:

1. The Media Administrator #2 – Department of Public Health (DPH) reports to the Deputy Director of the Illinois Office of Communication and Information (IOCI) of Central Management Services and works closely in collaboration with the Director of DPH.
2. The Media Administrator #2 – Department of Public Health is responsible for policy development, planning, implementing and administering all media services and operations for the Offices of Health Care Regulation, Health Policy and Planning, Epidemiology and Health Systems Development, Health Promotion, and Women's Health of the agency working in collaboration with the Director of DPH as part of the media relations consolidation under Executive Order Number 2 which fixes objectives and states principles to control action toward operating objectives of multiple divisions and agencies.
3. This position serves as agency spokesperson and representative on behalf of DPH on Offices of Health Care Regulation, Health Policy and Planning, Epidemiology and Health Systems Development, Health Promotion, and Women's Health issues to the media advocating, explaining and interpreting to both print and broadcast medias the content and implications of specific agency events, issues, inquiries, ongoing news and other activities to maximize the accuracy, consistency and effectiveness of understanding of intent to all concerned parties.
4. This position serves as primary coordinator and representative to the Governor's Press Office, various CMS and DPA staff depending on nature of issue and other agency Media Administrators coordinating research and development of responses to inquiries on Offices of Health Care Regulation, Health Policy and Planning, Epidemiology and Health Systems Development, Health Promotion, and Women's Health issues and coordinates partnerships with other agencies attending media events impacting multiple agencies and in the course of these duties is responsible for planning and programming of departmental activities, integrating the plans and projections of a number of related governmental divisions and media entities and the planning and scheduling of work programs associated with media relations.

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 Larry Plummer in the Bureau of Personnel at 557-0225.

END OF COPY

July 15, 2004

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

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: | 40070-37-80-000-25-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Sangamon County |

T. Illinois 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 Kolker:

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

| | |
|------------------|---|
| Position Title | Senior Public Service Administrator |
| Position Number: | 40070-37-80-000-28-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Cook County |

The rationale for requesting this exemption is supported by the following:

1. The Media Administrator #1 – Environmental Protection Agency (EPA) reports to the Deputy Director of the Illinois Office of Communication and Information (IOCI) of Central Management Services (CMS) and works closely in collaboration with the Director of EPA.
2. The Media Administrator #1 – Environmental Protection Agency is responsible for policy development, planning, implementing and administering all media services and operations for the Bureau of Air, Environmental Issues Liaison's

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

Office and Division of Mobile Source Programs (Vehicle Emissions) of the agency working in collaboration with the Director of EPA as part of the media relations consolidation under Executive Order Number 2 which fixes objectives and states principles to control action toward operating objectives of multiple divisions and agencies.

3. This position serves as agency spokesperson and representative on behalf of EPA on Bureau of Air, Environmental Issues Liaison's Office and Division of Mobile Source Programs (Vehicle Emissions) issues to the media advocating, explaining and interpreting to both print and broadcast medias the content and implications of specific agency events, issues, inquiries, ongoing news and other activities to maximize the accuracy, consistency, and effectiveness of understanding of intent to all concerned parties.
4. This position serves as primary coordinator and representative to the Governor's Press Office, various CMS and EPA staff depending on nature of issue and other agency Media Administrators coordinating research and development of responses to inquiries on Bureau of Air, Environmental Issues Liaison's Office and Division of Mobile Source Programs (Vehicle Emissions) issues and coordinates partnerships with other agencies attending media events impacting multiple agencies and in the course of these duties is responsible for planning and programming of departmental activities, integrating the plans and projections of a number of related governmental divisions and media entities and the planning and scheduling of work programs associated with media relations.

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 Larry Plummer in the Bureau of Personnel at 557-0225.

END OF COPY

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

July 15, 2004

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

| | |
|------------------|---|
| Position Title | Senior Public Service Administrator |
| Position Number: | 40070-37-80-000-28-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Cook County |

U. Illinois 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 Kolker:

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

| | |
|------------------|---|
| Position Title | Senior Public Service Administrator |
| Position Number: | 40070-37-80-000-30-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Sangamon County |

The rationale for requesting this exemption is supported by the following:

1. The Media Administrator #1 – Department of Natural Resources (DNR) reports to the Deputy Director of the Illinois Office of Communication and Information (IOCI) of Central Management Services (CMS) and works closely in collaboration with the Director of DNR.
2. The Media Administrator #1 – Department of Natural Resources is responsible for policy development, planning, implementing and administering all media services and operations for the Offices of Law Enforcement, Administration, Mines & Minerals, Land Management & Education, Public Services, Special Events Programs & Promotion, Legislation, Fiscal Management and Legal Services, the Conservation Foundation, the Division of Human Resources and the Office of Equal Employment of the agency working in collaboration with

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

- the Director of DNR as part of the media relations consolidation under Executive Order Number 2 which fixes objectives and states principles to control action toward operating objectives of multiple divisions and agencies.
3. This position serves as agency spokesperson and representative on behalf of DNR on Offices of Law Enforcement, Administration, Mines & Minerals, Land Management & Education, Public Services, Special Events Programs & Promotion, Legislation, Fiscal Management and Legal Services, the Conservation Foundation, the Division of Human Resources and the Office of Equal Employment issues to the media advocating, explaining and interpreting to both print and broadcast medias the content and implications of specific agency events, issues, inquiries, ongoing news and other activities to maximize the accuracy, consistency, and effectiveness of understanding of intent to all concerned parties.
 4. This position serves as primary coordinator and representative to the Governor's Press Office, various CMS and DNR staff depending on nature of issue and other agency Media Administrators coordinating research and development of responses to inquiries on Offices of Law Enforcement, Administration, Mines & Minerals, Land Management & Education, Public Services, Special Events Programs & Promotion, Legislation, Fiscal Management and Legal Services, the Conservation Foundation, the Division of Human Resources and the Office of Equal Employment issues and coordinates partnerships with other agencies attending media events impacting multiple agencies and in the course of these duties is responsible for planning and programming of departmental activities, integrating the plans and projections of a number of related governmental divisions and media entities and the planning and scheduling of work programs associated with media relations.

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 Larry Plummer in the Bureau of Personnel at 557-0225.

END OF COPY

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

July 15, 2004

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

| | |
|------------------|---|
| Position Title | Senior Public Service Administrator |
| Position Number: | 40070-37-80-000-30-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Sangamon County |

V. Illinois 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 Kolker:

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

| | |
|------------------|---|
| Position Title | Senior Public Service Administrator |
| Position Number: | 40070-37-80-000-31-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Sangamon County |

The rationale for requesting this exemption is supported by the following:

1. The Media Administrator #2 – Department of Natural Resources (DNR) reports to the Deputy Director of the Illinois Office of Communication and Information (IOCI) of Central Management Services and works closely in collaboration with the Director of DNR.
2. The Media Administrator #2 – Department of Natural Resources is responsible for policy development, planning, implementing and administering all media services and operations for the Offices of Law Enforcement, Administration, Mines & Minerals, Land Management & Education, Public Services, Special Events Programs & Promotion, Legislation, Fiscal Management and Legal Services, the Conservation Foundation, the Division of Human Resources and the Office of Equal Employment of the agency working in collaboration with the Director of DNR as part of the media relations consolidation under

July 15, 2004

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

Executive Order Number 2 which fixes objectives and states principles to control action toward operating objectives of multiple divisions and agencies.

3. This position serves as agency spokesperson and representative on behalf of DNR on Offices of Law Enforcement, Administration, Mines & Minerals, Land Management & Education, Public Services, Special Events Programs & Promotion, Legislation, Fiscal Management and Legal Services, the Conservation Foundation, the Division of Human Resources and the Office of Equal Employment issues to the media advocating, explaining and interpreting to both print and broadcast medias the content and implications of specific agency events, issues, inquiries, ongoing news and other activities to maximize the accuracy, consistency and effectiveness of understanding of intent to all concerned parties.
4. This position serves as primary coordinator and representative to the Governor's Press Office, various CMS and DNR staff depending on nature of issue and other agency Media Administrators coordinating research and development of responses to inquiries on Offices of Law Enforcement, Administration, Mines & Minerals, Land Management & Education, Public Services, Special Events Programs & Promotion, Legislation, Fiscal Management and Legal Services, the Conservation Foundation, the Division of Human Resources and the Office of Equal Employment issues and coordinates partnerships with other agencies attending media events impacting multiple agencies and in the course of these duties is responsible for planning and programming of departmental activities, integrating the plans and projections of a number of related governmental divisions and media entities and the planning and scheduling of work programs associated with media relations.

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 Larry Plummer in the Bureau of Personnel at 557-0225.

END OF COPY

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

July 15, 2004

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

| | |
|------------------|--|
| Position Title | Senior Public Service Administrator |
| Position Number: | 40070-37-80-000-31-01 |
| Bureau/Division: | Illinois Office of Communication and Information |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of the Illinois Office of Communication and Information |
| Location: | Sangamon County |

W. Illinois Department of Corrections – Proposed Exemption

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

Dear Chairman Kolker:

Director Roger E. Walker, Jr. of the Department of Corrections has requested 4d(3) exemption of the following position:

| | |
|------------------|-------------------------------------|
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-29-05-100-00-01 |
| Division: | Parole Division |
| Incumbent: | Vacant |
| Supervisor: | 40070-29-05-000-00-01 |
| Location: | Cook County |

Although the position does not meet the reporting criteria of the Commission Rules, considering similarities of this requested position with those of other 4d(3) exempt position, I recommend 4d(3) exemption.

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 organization charts.

If additional information is required, please contact Maribeth Moore, Unit Manager, Classification Agency Services, at 782-3877.

END OF COPY

July 15, 2004

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

COPY

Dear Director Rumman:

The Illinois Department of Corrections is requesting the 4d(3) policy exemption of the following position:

| | |
|------------------|-------------------------------------|
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-29-05-100-00-01 |
| Division: | Parole Division |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of Parole Division |
| Location: | Cook County |

The District I-II Field Services Supervisor serves as a policy formulating administrator of the agency's District I and II Field Services in planning, directing, implementing and administering the policies and procedures for these Districts in the Parole Division in collaboration with the Deputy Director. This position has the responsibility for the creation and execution of policies that establish objectives and state the principles towards operating objectives of the Agency's Parole Division.

In addition to being administratively responsible and accountable for the execution of policies, procedures and the management of these districts, the District I and II Field Services Supervisor represents the Director and Associate Director before the court, other public and private organizations and community groups.

The position descriptions of this Senior Public Service Administrator position and the organizational charts depicting the reporting structure and subordinate staff are attached to assist you in your review.

If you have any questions regarding this request, please contact James Reinhart at (217) 522-2666.

END OF COPY

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

July 15, 2004

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

Position Title: Senior Public Service Administrator
Position Number: 40070-29-05-100-00-01
Division: Parole Division
Incumbent: Vacant
Supervisor: Deputy Director of Parole Division
Location: Cook County

X. Illinois Department of Corrections – Proposed Exemption

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

COPY

Dear Chairman Kolker:

Director Roger E. Walker, Jr. of the Department of Corrections has requested 4d(3) exemption of the following position:

Position Title: Senior Public Service Administrator
Position Number: 40070-29-05-300-00-01
Division: Parole Division
Incumbent: Vacant
Supervisor: 40070-29-05-000-00-01
Location: Sangamon County

Although the position does not meet the reporting criteria of the Commission Rules, considering similarities of this requested position with those of other 4d(3) exempt position, I recommend 4d(3) exemption.

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 organization charts.

If additional information is required, please contact Maribeth Moore, Unit Manager, Classification Agency Services, at 782-3877.

END OF COPY

COPY

Dear Director Rumman:

July 15, 2004

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

The Illinois Department of Corrections is requesting the 4d(3) policy exemption of the following position:

| | |
|------------------|-------------------------------------|
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-29-05-300-00-01 |
| Division: | Parole Division |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of Parole Division |
| Location: | Sangamon County |

The District III-V Field Services Supervisor serves as a policy-formulating administrator of the agency's District III, IV and V Field Services in planning, directing, implementing and administering the policies and procedures for these Districts in the Parole Division in collaboration with the Deputy Director. This position has the responsibility for the creation and execution of policies that establish objectives and state the principles towards operating objectives of the Agency's Parole Division.

In addition to being administratively responsible and accountable for the execution of policies, procedures and the management of these districts, the District III-V Field Services Supervisor represents the Director and Associate Director before the court, other public and private organizations and community groups.

The position descriptions of this Senior Public Service Administrator position and the organizational charts depicting the reporting structure and subordinate staff are attached to assist you in your review.

If you have any questions regarding this request, please contact James Reinhart at (217) 522-2666.

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: | 40070-29-05-300-00-01 |
| Division: | Parole Division |
| Incumbent: | Vacant |
| Supervisor: | Deputy Director of Parole Division |
| Location: | Sangamon County |

July 15, 2004

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

Y. Environmental Protection Agency – Proposed Exemption

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

Dear Chairman Kolker:

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

| | |
|-----------------|-------------------------------------|
| Position Title: | Senior Public Service Administrator |
| Position Number | 40070-46-00-000-00-07 |
| Division: | Director's Office |
| Incumbent: | Vacant |
| Supervisor: | Director |
| Location: | Cook County |

This position does meet the reporting criteria of the Commission Rules and considering similarities of this requested position with those of other 4d(3) exempt positions, I recommend 4d(3) exemption.

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 organization chart. If additional information is required, please contact Mark Magill, Unit Manager, Classification Agency Services, at 785-8609.

END OF COPY

COPY

Dear Mr. Rumman:

The Illinois Environmental Protection Agency is requesting 4d(3) policy exemption of the following position:

| | |
|-----------------|-------------------------------------|
| Position Title: | Senior Public Service Administrator |
| Position Number | 40070-46-00-000-00-07 |
| Division: | Director's Office |
| Incumbent: | Vacant |
| Supervisor: | Director |
| Location: | Cook County |

The rationale for requesting this exemption is supported by the following:

July 15, 2004

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

1. As the agency Regional Economic Development Officer, this position will report to the Director.
2. This position serves as the statewide Project Manager for the agency Regional Economic Development Plan to expand and retain existing and attract new businesses to all state regions focusing on export oriented businesses via the development and offering of packages of governmental incentives to businesses developed in collaboration with the Department of Commerce and Economic Opportunity.
3. Serves as spokesperson for the Director and the agency on issues associated with the agency's Economic Development Plan to the legislature, private businesses and associations, the media, public interest groups, DCEO, and various state, local and federal governmental entities.

Considering similarities of this requested position with those of other 4d(3) exempted positions in the Illinois Environmental Protection Agency I request 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 Kevin Tirey, Human Resources Manager, at 524-4157.

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 | 40070-46-00-000-00-07 |
| Division: | Director's Office |
| Incumbent: | Vacant |
| Supervisor: | Director |
| Location: | Cook County |

Z. Illinois Historic Preservation Agency – Proposed Exemption

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

Dear Chairman Kolker:

July 15, 2004

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

Director Maynard Crossland of the Illinois Historic Preservation Agency has requested 4d(3) exemption of the following position:

| | |
|------------------|---|
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-48-55-000-00-01 |
| Division: | Abraham Lincoln Presidential Library Museum Programs |
| Incumbent: | Vacant |
| Supervisor: | Abraham Lincoln Presidential Library Director |
| Location: | Sangamon |

This position does meet the reporting criteria of the Commission Rules and considering similarities of this requested position with those of other 4d(3) exempt positions, I recommend 4d(3) exemption.

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 organization charts.

If additional information is required, please contact Maribeth Moore, Unit Manager, Classification Agency Services, at 782-3877.

END OF COPY

COPY

Dear Director Rumman:

The Illinois Historic Preservation Agency is requesting a 4d(3) exemption from the Personnel Code for a Senior Public Service Administrator, position #40070-48-55-000-00-01 in the Abraham Lincoln Presidential Library's Museum Programs Division.

This position will act as the Museum Programs Division Manager for the Abraham Lincoln Presidential Museum and will be responsible for administering the Registrar, Exhibit Preparation and Shows programs for the Museum. We feel that this position meets the criteria for exemption from 4d(3) of the Personnel Code in that:

- ?? The position reports directly to the Abraham Lincoln Presidential Library and Museum (ALPLM) Director of the Illinois Historic Preservation Agency.
- ?? The position is responsible for developing and implementing major registrar, exhibits, and shows programs for the Presidential Museum.

July 15, 2004

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

?? Establishes, develops, and implements policies and makes decisions in exercising principal responsibilities for a major agency program.

If you have any questions or need additional information for consideration of our request, please feel free to contact Susie Fishel (ALPLM Human Resources) at 217/558-8852.

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: | 40070-48-55-000-00-01 |
| Division: | Abraham Lincoln Presidential Library Museum Programs |
| Incumbent: | Vacant |
| Supervisor: | Abraham Lincoln Presidential Library Director |
| Location: | Sangamon |

AA. Department of Public Aid – Proposed Exemption

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

Dear Chairman Kolker:

Director Maram has requested 4d(3) exemption of the following established positions:

| | |
|-----------------|-------------------------------------|
| Position Title: | Senior Public Service Administrator |
| Position Number | 40070-433-00-060-00-21 |
| Division: | Office of the Director |
| Incumbent: | Vacant |
| Supervisor: | Director |
| Location: | Cook County |

July 15, 2004

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

| | |
|-----------------|-------------------------------------|
| Position Title: | Senior Public Service Administrator |
| Position Number | 40070-33-00-060-00-22 |
| Division: | Office of the Director |
| Incumbent: | Vacant |
| Supervisor: | Director |
| Location: | Cook County |

These positions meet the reporting criteria of the Commission Rules and considering similarities of these requested positions with those of other 4d(3) exempt positions, I recommend 4d(3) exemption.

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 Mark Magill, Unit Manager, Classification Agency Services, at 785-8609.

END OF COPY

COPY

Dear Director Rumman:

We are proposing the exemption of two Senior Public Service Administrator positions (40070-33-00-060-00-21 and 40070-33-00-060-00-22) as provided in Section 4d3 of the Personnel Code.

These positions serve as my policy advisors and liaisons to the Governor's Office and are responsible for formulating and developing policies consistent with federal and State rules and regulations governing the Governor's Prescription Drug Program. The incumbents will work closely with me and the Governor's Office in all matters relating to the development and evaluation of policies affecting a State Prescription Drug Program. These special assistants will have full authority to act in my behalf with respect to these responsibilities and will have principle administrative responsibility for the manner in which policy affecting the Governor's Prescription Drug program is implemented.

The attached CMS-104 Position Descriptions and organizational chart depict the placement and responsibility of these positions.

If you need additional information, please contact Theresa Bietsch in our Division of Personnel and Administrative Services at 782-3328.

July 15, 2004

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

END OF COPY

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

| | |
|-----------------|-------------------------------------|
| Position Title: | Senior Public Service Administrator |
| Position Number | 40070-433-00-060-00-21 |
| Division: | Office of the Director |
| Incumbent: | Vacant |
| Supervisor: | Director |
| Location: | Cook County |

| | |
|-----------------|-------------------------------------|
| Position Title: | Senior Public Service Administrator |
| Position Number | 40070-33-00-060-00-22 |
| Division: | Office of the Director |
| Incumbent: | Vacant |
| Supervisor: | Director |
| Location: | Cook County |

BB. Illinois Department of Revenue – Proposed Exemptions

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

Dear Chairman Kolker:

Director Hamer of the Illinois Department of Revenue has requested 4d(3) exemption of the following positions:

| | |
|-----------------|-------------------------------------|
| Position Title: | Senior Public Service Administrator |
| Position Number | 40070-25-94-200-00-01 |
| Division: | Lottery-Promotions Office |
| Incumbent: | Vacant |
| Supervisor: | Lottery Superintendent |
| Location: | Cook County |

July 15, 2004

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

Position Title: Senior Public Service Administrator
Position Number 40070-25-90-200-10-01
Division: Lottery-Events/Sponsorship Office
Incumbent: Vacant
Supervisor: Lottery Superintendent
Location: Cook County

Position Title: Senior Public Service Administrator
Position Number 40070-25-90-200-20-01
Division: Lottery-Hispanic Market Office
Incumbent: Vacant
Supervisor: Lottery Superintendent
Location: Cook County

Position Title: Senior Public Service Administrator
Position Number 40070-25-90-200-30-01
Division: Lottery-Instant Game Product Office
Incumbent: Vacant
Supervisor: Lottery Superintendent
Location: Cook County

Position Title: Senior Public Service Administrator
Position Number 40070-25-90-200-40-01
Division: Lottery-On-Line Product Office
Incumbent: Vacant
Supervisor: Lottery Superintendent
Location: Cook County

Position Title: Senior Public Service Administrator
Position Number 40070-25-90-200-50-01
Division: Lottery-Corporate Accounts Office
Incumbent: Vacant
Supervisor: Lottery Superintendent
Location: Cook County

These positions do meet the reporting criteria of the Commission Rules and considering similarities of these requested positions with those of other 4d(3) exempt positions, I recommend 4d(3) exemption.

July 15, 2004

To facilitate your staff's review, I have enclosed copies of the subject positions, together with the agency's letter of request and the organization chart. If additional information is required, please contact Mark Magill, Unit Manager, Classification Agency Services, at 785-8609.

END OF COPY

COPY

Dear Director Rumman:

I am proposing the exemption of six Senior Public Service Administrator positions, as provided for in Section 4d(3) of the Personnel Code.

These positions report directly to the Lottery Superintendent, which is attached to my office. The positions are responsible for the development of new, or expansion of current Lottery programs designed to improve and enhance the effectiveness and efficiency of Lottery operations. These positions will be responsible for the formulation and implementation of policy for their respective program, initiate legislative proposals and perform the primary controlling impact on the end results and outputs of their programs. While these positions now either have no subordinate staff or a very small subordinate staff, it is imperative that the Lottery Superintendent allows individuals to be hired into these positions to establish their program at a later date. As almost all functions of the State Lottery involve contracting with outside vendors, e.g., advertising firms, marketing firms, etc., these individuals will be responsible for the actions of those vendors on a day-to-day basis.

As these positions serve as direct subordinates to the Lottery Superintendent with responsibility for developing Lottery policy, rules and regulations, and have a crucial impact on decisions and actions of the State Lottery, I believe the positions meet all criteria for exemption.

Attached are CMS-104's to clarify or establish the positions and an organizational chart for your review. Your review and early positive presentation of this request to the Civil Service Commission is greatly appreciated. If additional information is needed, please advise Betty Ames of my Personnel Office so that we may respond most effectively and expeditiously.

END OF COPY

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

July 15, 2004

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

Position Title: Senior Public Service Administrator
Position Number 40070-25-94-200-00-01
Division: Lottery-Promotions Office
Incumbent: Vacant
Supervisor: Lottery Superintendent
Location: Cook County

Position Title: Senior Public Service Administrator
Position Number 40070-25-90-200-10-01
Division: Lottery-Events/Sponsorship Office
Incumbent: Vacant
Supervisor: Lottery Superintendent
Location: Cook County

Position Title: Senior Public Service Administrator
Position Number 40070-25-90-200-20-01
Division: Lottery-Hispanic Market Office
Incumbent: Vacant
Supervisor: Lottery Superintendent
Location: Cook County

Position Title: Senior Public Service Administrator
Position Number 40070-25-90-200-30-01
Division: Lottery-Instant Game Product Office
Incumbent: Vacant
Supervisor: Lottery Superintendent
Location: Cook County

Position Title: Senior Public Service Administrator
Position Number 40070-25-90-200-40-01
Division: Lottery-On-Line Product Office
Incumbent: Vacant
Supervisor: Lottery Superintendent
Location: Cook County

July 15, 2004

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

| | |
|-----------------|-------------------------------------|
| Position Title: | Senior Public Service Administrator |
| Position Number | 40070-25-90-200-50-01 |
| Division: | Lottery-Corporate Accounts Office |
| Incumbent: | Vacant |
| Supervisor: | Lottery Superintendent |
| Location: | Cook County |

CC. Department of Natural Resources – Proposed Exemption

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

COPY

Dear Chairman Kolker:

Director Joel Brunsvold of the Department of Natural Resources has requested 4d(3) exemption of the following position:

| | |
|------------------|-------------------------------------|
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-12-00-300-00-01 |
| Division: | Director's Office |
| Incumbent: | Vacant |
| Supervisor: | Director |
| Location: | Cook County |

This position does meet the reporting criteria of the Commission Rules and considering similarities of this requested position with those of other 4d(3) exempt positions, I recommend 4d(3) exemption.

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 organization charts.

If additional information is required, please contact Maribeth Moore, Unit Manager, Classification Agency Services, at 782-3877.

END OF COPY

COPY

July 15, 2004

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

Dear Mr. Rumman:

Please find enclosed the necessary documents to establish a Senior Public Service Administrator and exempt the position from Jurisdiction B, Section 4d(3), of the Personnel Code.

The rationale for requesting this exemption is supported by the following:

- 1) The position would be developing and managing the Department's Regional Economic Development Plan.
- 2) The position will serve as a spokesperson for the Director and the Agency on issues associated with the Regional Economic Development Plan to the legislature, private businesses and associations, the media, public interest groups, DCEO, and various other entities.

Considering similarities of this requested position with those of other 4d(3) exempted positions in the department of Natural Resources, I request 4d(3) exemption.

Your concurrence with this request will be appreciated. Should you need additional information, please contact Michele Cusumano at 782-1274.

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: | 40070-12-00-300-00-01 |
| Division: | Director's Office |
| Incumbent: | Vacant |
| Supervisor: | Director |
| Location: | Cook County |

DD. Illinois Department of Agriculture – Proposed Exemption

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

July 15, 2004

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

COPY

Dear Chairman Kolker:

Director Hartke of the Illinois Department of Agriculture has requested 4d(3) exemption of the following established position.

| | |
|------------------|-------------------------------------|
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-11-01-000-00-02 |
| Division: | Director's Office |
| Incumbent: | Vacant |
| Supervisor: | Director |
| Location: | Sangamon County |

This position does meet the reporting criteria of the Commission Rules and considering similarities of this requested position with those of other 4d(3) exempt positions, I recommend 4d(3) exemption.

To facilitate your staff's review, I have enclosed copies of the position description, agency's letter of request and organization chart. If additional information is required, please contact Maribeth Moore, Unit Manager at 782-3877 in the Division of Technical Services.

END OF COPY

COPY

Dear Director Rumman:

We are proposing the exemption of the following Senior Public Service Administrator, Opt. 1 (40070-11-01-000-00-02) as provided in exempt Code Section of the Personnel Code.

This position reports directly to the Director of Agriculture and serves as statewide Project Manager developing policy and implementing and managing the agency Regional Economic Development Plan for the Department of Agriculture. This position serves as spokesperson for the Director and the Agency on issues associated with the Agency's Economic Development Plan. This position acts in full authority for the Director allocating and reallocating resources to accommodate fluctuating operational needs.

July 15, 2004

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

The attached CMS-104 and organizational charts will depict the placement and responsibility of this position.

If additional information is needed, please contact Tammy Payne at 217/785-5099. Thank you for your assistance in this matter.

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: | 40070-11-01-000-00-02 |
| Division: | Director's Office |
| 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. 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 June 30, 2004.

| | <u>5/31/04</u> | <u>6/30/04</u> |
|-----------------------------|----------------|----------------|
| Agriculture | 10 | 9 |
| Central Management Services | 14 | 13 |
| Children & Family Services | 1 | 8 |
| Comm. & Econ. Opportunity | 2 | 2 |
| Emergency Management Agency | 0 | 1 |
| Environmental Protection | 2 | 2 |
| Historic Preservation | 21 | 27 |
| Human Rights. | 1 | 1 |
| Natural Resources | 38 | 56 |
| Public Aid | 4 | 4 |
| Revenue | 2 | 2 |
| State Retirement Systems | 0 | 1 |
| Transportation | 1 | 1 |
| Totals | 96 | 127 |

July 15, 2004

VIII. PUBLICLY ANNOUNCED DECISION RESULTING FROM APPEAL

?? DISCHARGE

DA-61-04

| | | | |
|----------------|---|----------------------|---|
| Respondent | Deborah L. Schuster | Appeal Date | 9/24/03 |
| Agency | DVA | Decision Date | 7/1/04 |
| Type of Appeal | Discharge | ALJ | Daniel Stralka |
| Charge | Incompetence in the Performance of Duty; Insubordination; Disorderly Conduct During Work Hours. | Recommended Decision | Partially Proven Charges Warrant Discharge of Respondent. |

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

?? DISCHARGE

DA-71-04

| | | | |
|----------------|--------------|----------------------|---|
| Respondent | Rick S. Lind | Appeal Date | 11/17/03 |
| Agency | Corrections | Decision Date | 7/2/04 |
| Type of Appeal | Discharge | ALJ | Leonard Sacks |
| Charge | Absenteeism. | Recommended Decision | Appeal Dismissed. ALJ Recommends Reinstatement of Respondent. |

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

July 15, 2004

VIII. PUBLICLY ANNOUNCED DECISION RESULTING FROM APPEAL (Continued)

?? **DISCHARGE**

DA-87-04

| | | | |
|----------------|--------------------------------------|----------------------|---|
| Respondent | Shirley Pangle | Appeal Date | 3/15/04 |
| Agency | DVA | Decision Date | 7/1/04 |
| Type of Appeal | Discharge (Expiration of Term Appt.) | ALJ | Daniel Stralka |
| Charge | Non-renewal of Term Appointment. | Recommended Decision | Petitioner's Motion To Dismiss Appeal Granted. Non-renewal of Term Appt. is Not Appealable. |

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

?? **DISCHARGE**

DA-87-04

| | | | |
|----------------|--|----------------------|--|
| Respondent | Tony Hempen | Appeal Date | 3/16/04 |
| Agency | DCFS | Decision Date | 7/1/04 |
| Type of Appeal | Discharge | ALJ | Andrew Barris |
| Charge | Conduct Unbecoming a DCFS Employee/Violation of DCFS Policy. | Recommended Decision | ALJ Recommends Respondent be Reinstated in his Position. |

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

July 15, 2004

IX. APPEALS TERMINATED WITHOUT DECISION

?? SUSPENSION

S-102-04

| | | | |
|------------|-------------------|----------------------|---------------------------|
| Petitioner | John C. Meszaros | Appeal Date | 6/21/04 |
| Agency | Public Aid | Decision Date | 6/29/04 |
| Action | 30 Day Suspension | ALJ | Andrew Barris |
| Allegation | N/A | Recommended Decision | Lack of CSC Jurisdiction. |

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

X. STAFF REPORT

XI. ANNOUNCEMENT OF NEXT MEETING

Announcement of the next regular meeting to be held on Thursday, August 19, 2004 at 9:00 a.m. in the Commission's Chicago Office.

XII. MOTION TO ADJOURN