

November 16, 2012

REGULAR MEETING MINUTES  
ILLINOIS CIVIL SERVICE COMMISSION  
November 16, 2012

I. CALL TO ORDER THE REGULAR OPEN MEETING AT 1:03 P.M. AT 400 WEST MONROE STREET, SUITE 306, SPRINGFIELD, ILLINOIS

II. PRESENT

Chris Kolker, Chairman; Anita M. Cummings, Ares G. Dalianis (by telephone), and Susan Moylan Krey, Commissioners; Daniel Stralka, Executive Director; Andrew Barris, Assistant Executive Director; Roneta Taylor, Amy Cranwill, Ben Fokum, John Logsdon, Mark Magill, and Mike Quinlan, Illinois Department of Central Management Services; Doug Mathis (by telephone), Illinois Department of Children & Family Services; Andrew Moyer (by telephone) and Emily Monk (by telephone), Illinois Department of Commerce and Economic Opportunity; Anne McElroy, Karey Wanless, and Deb Denning, Illinois Department of Corrections; Susan Gold (by telephone) Illinois Department of Financial and Professional Regulation; Theresa Bietsch, Illinois Department of Healthcare and Family Services; Grace Hong-Duffin (by telephone), Scott Viniard and Heidi Guernsey, Illinois Department of Human Services; Siobhan Johnson, Illinois Department of Public Health; and Beth Duesterhaus (by telephone) and Kathy Barrow (by telephone), Administrative & Regulatory Shared Services Center.

MOTION TO ALLOW PARTICIPATION AT MEETING BY AUDIO CONFERENCE

Executive Director Daniel Stralka advised that he had been notified in advance that Commissioner Ares Dalianis was prevented from physically attending the November meeting at the Commission's Springfield office due to employment purposes and wished to attend by audio conference.

**IT WAS MOVED BY COMMISSIONER KREY, SECONDED BY COMMISSIONER CUMMINGS, AND THE MOTION ADOPTED 3-0 TO ALLOW COMMISSIONER DALIANIS TO ATTEND THE MEETING BY AUDIO CONFERENCE.**

III. APPROVAL OF MINUTES OF REGULAR OPEN MEETING HELD OCTOBER 19, 2012

**IT WAS MOVED BY COMMISSIONER CUMMINGS, SECONDED BY COMMISSIONER KREY, AND THE MOTION ADOPTED 4-0 TO APPROVE THE MINUTES OF THE REGULAR OPEN MEETING HELD OCTOBER 19, 2012.**

IV. PUBLIC COMMENT IN ACCORDANCE WITH THE OPEN MEETINGS ACT

At this time, in accordance with the Open Meetings Act and the Rules of the Civil Service Commission, Chairman Kolker offered an opportunity for any person to address members of the Commission. Hearing no response, the meeting proceeded to the next agenda item.

November 16, 2012

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

**A. Report on Exempt Positions from Illinois Dept. of Central Management Services**

<u>Agency</u>	<u>Total Employees</u>	<u>Number of Exempt Positions</u>
Aging.....	135.....	14
Agriculture.....	341.....	16
Arts Council.....	17.....	2
Capitol Development Board.....	44.....	0
Central Management Services.....	1,547.....	114
Children and Family Services.....	2,862.....	50
Civil Service Commission.....	4.....	0
Commerce & Economic Opportunity.....	382.....	69
Commerce Commission.....	75.....	0
Corrections.....	11,039.....	105
Criminal Justice Authority.....	59.....	5
Deaf and Hard of Hearing Comm.....	6.....	1
Developmental Disabilities Council.....	8.....	1
Emergency Management Agency.....	87.....	6
Employment Security.....	1,769.....	28
Environmental Protection Agency.....	834.....	16
Financial & Professional Regulation.....	453.....	43
Gaming Board.....	142.....	6
Guardianship and Advocacy.....	101.....	7
Healthcare and Family Services.....	2,091.....	25
Historic Preservation Agency.....	173.....	13
Human Rights Commission.....	14.....	2
Human Rights Department.....	137.....	8
Human Services.....	12,049.....	78
Illinois Sentencing Policy Advisory Council.....	2.....	2
Insurance.....	243.....	14
Investment Board.....	2.....	2
Juvenile Justice.....	1,178.....	21
Labor.....	94.....	11
Labor Relations Board Educational.....	11.....	2
Labor Relations Board State.....	18.....	2
Law Enforcement Training & Standards Bd.....	17.....	2
Lottery.....	144.....	7
Military Affairs.....	120.....	3
Natural Resources.....	1,178.....	28
Pollution Control Board.....	21.....	2
Prisoner Review Board.....	16.....	0
Property Tax Appeal Board.....	25.....	1
Public Health.....	1,076.....	41
Racing Board.....	2.....	1
Revenue.....	1,617.....	51
State Fire Marshal.....	127.....	12
State Police.....	1,142.....	6
State Police Merit Board.....	5.....	1
State Retirement Systems.....	94.....	2
Transportation.....	2,231.....	0
Veterans' Affairs.....	1,323.....	9
Workers' Compensation Commission.....	132.....	8
TOTALS.....	45,187.....	837

**B. Governing Rule – Section 1.142 Jurisdiction B Exemptions**

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

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

\* \* \*

**C. Requests for 4d(3) Exemption**

Executive Director Daniel Stralka reported:

- As to Item C, this request is for the Mental Health and Addiction Recovery Management Supervisor, a position that reports to the Chief of Program and Support Services who reports to the Assistant Director who reports to the Director at the Illinois Department of Corrections. This position has principal policy responsibility for all mental health services and addiction recovery services at the agency. It is clear this supports an exemption since it was previously used by the agency to obtain an exemption for the Chief of Health Services in 2007. As the agency was advised, it cannot remove a program that justifies a position's exemption and place it in a pending requested position without it having a negative impact on the continued exemption of the first position. The agency then requested a continuance for further discussions within the agency. Staff has had no further contact with the agency so the Staff recommendation was to deny this request. Anne McElroy, Chief of Labor Relations, responded on behalf of the agency and reviewed the history of this program and request back to 2007. Chairman Kolker asked if the agency would be amenable to a continuance to allow it time to respond to Staff's inquiry. McElroy responded affirmatively and the rest of the Commissioners were in agreement with this approach.
- The agency requested that Items D1-D3 be continued to December.
- The agency requested that Item E be continued to December.
- The agency consented to Staff's request to continue Items F1-F4 to December.
- The agency requested that Items G1-G2 be continued to December.
- As to Item H, this request is for the Energy and Recycling & Economic Development Policy Advisor, a position that reports to the Director of the Illinois Department of Commerce and Economic Opportunity. This position has a temporary exemption that expires this month. The reason for the temporary exemption was to allow the agency to get a statutory language change to make it clear that this position serves as the Chair of the Illinois Green Government Coordinating Council. As the agency was unable to get this done, it is seeking another 12 month extension to do so. Staff recommended approval of this request.
- The agency requested that Item I be continued to December.
- As to Item J, this request is for the Upstate Policy Advisor at the Illinois Environmental Protection Agency, a position that reports to the Associate Director who reports to the Director. This position had its exemption rescinded back in 2009 for extended vacancy. The agency now indicates it has plans to fill the position and is seeking reinstatement. Since there has been no appreciable change in the position description, Staff recommended approval of this request.

November 16, 2012

- The agency has requested that Item K be continued to December.
- As to Items L1 and L2, these requests are for two After Care Field Supervisors for the Illinois Department of Juvenile Justice, positions that report to the Deputy Director of After Care Services who reports to the Director. These positions appear to function as the equivalent of regional parole supervisors at Department of Corrections. Staff had some questions which were e-mailed to the agency on November 9 but the agency never responded. For that reason, Staff's recommendation was to deny these requests. Chairman Kolker suggested that these requests be continued to the December meeting to allow the agency to respond to Staff's inquiry and the rest of the Commissioners were in agreement with this approach.
- The agency requested that Item M be continued to December.

**IT WAS MOVED BY COMMISSIONER KREY, SECONDED BY COMMISSIONER DALIANIS, AND THE MOTION ADOPTED 4-0 TO GRANT THE REQUEST FOR 4D(3) EXEMPTION FOR THE FOLLOWING POSITION FOR A PERIOD OF TWELVE MONTHS:**

**H: Energy & Economic Development Policy Advisor (Commerce & Economic Opportunity)**

**IT WAS MOVED BY COMMISSIONER DALIANIS, SECONDED BY COMMISSIONER KREY, AND THE MOTION ADOPTED 4-0 TO GRANT THE REQUEST FOR 4D(3) EXEMPTION FOR THE FOLLOWING POSITION:**

**J: Policy Advisor, Office of Policy and Outreach (upstate) (Environmental Protection)**

**IT WAS MOVED BY COMMISSIONER CUMMINGS, SECONDED BY COMMISSIONER DALIANIS, AND THE MOTION ADOPTED 4-0 TO CONTINUE THE REQUESTS FOR 4D(3) EXEMPTION FOR THE FOLLOWING POSITIONS:**

**C: Mental Health & Addiction Recovery Management Supervisor (Corrections)**

**D1: Assistant Deputy Director of the Bureau of Service Delivery (Employment Security)**

**D2: Employment Services Program Manager (Employment Security)**

**D3: Unemployment Insurance Program Manager (Employment Security)**

**E: Public Affairs Director (Natural Resources)**

**F1: Deputy Director, Bureau of Agency Services (Central Management Services)**

**F2: Project Manager, Bureau of Agency Services (Central Management Services)**

**F3: Project Manager-Statewide Print (Central Management Services)**

- F4: I-Cycle/Waste Reduction Manager (Central Management Services)**
- G1: Deputy Chief of Staff-Cook County (Children & Family Services)**
- G2: Deputy Chief of Staff-Downstate (Children & Family Services)**
- I: Chief Technology Officer (Employment Security)**
- K: Bureau Chief, Bureau of Expenditure Accounting (Human Services)**
- L1: Regional Administrator-Aftercare Services-Cook County/Northern (Juvenile Justice)**
- L2: Regional Administrator-Aftercare Services-Central/Southern (Juvenile Justice)**
- M: Manager of Insurance Compliance Outreach Program (Workers' Compensation Commission)**

**The following 4d(3) exemption request was granted on November 16, 2012 for twelve months:**

**H. Illinois Department of Commerce & Economic Opportunity**

Position Number	40070-42-70-000-10-01
Position Title	Senior Public Service Administrator
Bureau/Division	Energy & Recycling
Functional Title	Energy & Economic Development Policy Advisor <sup>1</sup>
Incumbent	Kate Tomford
Supervisor	Director
Location	Cook County

**The following 4d(3) exemption request was granted on November 16, 2012:**

**J. Illinois Environmental Protection Agency**

Position Number	40070-46-30-200-00-01
Position Title	Senior Public Service Administrator
Bureau/Division	Policy and Outreach
Functional Title	Policy Advisor, Office of Policy and Outreach (upstate) <sup>2</sup>
Incumbent	Vacant
Supervisor	Associate Director who reports to the Director
Location	Cook County

<sup>1</sup> The exemption for this position expires November 18, 2012.

<sup>2</sup> The exemption for this position was previously rescinded for extended vacancy on August 21, 2009.

**The following 4d(3) exemption requests were continued on November 16, 2012:**

**C. Illinois Department of Corrections**

Position Number	40070-29-02-500-00-01
Position Title	Senior Public Service Administrator
Bureau/Division	Programs and Support Services
Functional Title	Mental Health & Addiction Recovery Management Supervisor
Incumbent	Vacant
Supervisor	Chief of Programs & Support Services, who reports to the Assistant Director, who in turn reports to the Director
Location	Will County

**D1. Illinois Department of Employment Security**

Position Number	40070-44-20-010-00-01
Position Title	Senior Public Service Administrator
Bureau/Division	Service Delivery
Functional Title	Assistant Deputy Director of the Bureau of Service Delivery
Incumbent	Vacant
Supervisor	Executive Deputy Director of Service Delivery who reports to the Director
Location	Cook County

**D2. Illinois Department of Employment Security**

Position Number	40070-44-21-000-00-01
Position Title	Senior Public Service Administrator
Bureau/Division	Service Delivery/Employment Services Program
Functional Title	Employment Services Program Manager
Incumbent	Bennett R. Krause
Supervisor	Executive Deputy Director of Service Delivery who reports to the Director
Location	Sangamon County

**D3. Illinois Department of Employment Security**

Position Number	40070-44-22-000-00-01
Position Title	Senior Public Service Administrator
Bureau/Division	Service Delivery/Unemployment Insurance Program
Functional Title	Unemployment Insurance Program Manager
Incumbent	Frank G. DeMore
Supervisor	Executive Deputy Director of Service Delivery who reports to the Director
Location	Cook County

**E. Illinois Department of Natural Resources**

Position Number	40070-12-00-010-00-01
Position Title	Senior Public Service Administrator
Bureau/Division	Office of the Director
Functional Title	Communications Director
Incumbent	Vacant
Supervisor	Director
Location	Sangamon County

**F1. Illinois Department of Central Management Service**

Position Number	40070-37-01-000-00-01
Position Title	Senior Public Service Administrator
Bureau/Division	Agency Services
Functional Title	Deputy Director, Bureau of Agency Services
Incumbent	Vacant
Supervisor	Assistant Director who reports to the Director
Location	Cook County

**F2. Illinois Department of Central Management Service**

Position Number	40070-37-01-000-30-01
Position Title	Senior Public Service Administrator
Bureau/Division	Agency Services
Functional Title	Project Manager, Bureau of Agency Services
Incumbent	Vacant
Supervisor	Deputy Director, Bureau of Agency Services, who reports to the Assistant Director, who in turn reports to the Director
Location	Cook County

**F3. Illinois Department of Central Management Service**

Position Number	40070-37-01-000-40-01
Position Title	Senior Public Service Administrator
Bureau/Division	Agency Services
Functional Title	Project Manager-Statewide Print
Incumbent	Vacant
Supervisor	Deputy Director, Bureau of Agency Services, who reports to the Assistant Director, who in turn reports to the Director
Location	Sangamon County



**F4. Illinois Department of Central Management Service**

Position Number	40070-37-01-000-50-01
Position Title	Senior Public Service Administrator
Bureau/Division	Agency Services
Functional Title	I-Cycle/Waste Reduction Manager
Incumbent	Vacant
Supervisor	Deputy Director, Bureau of Agency Services, who reports to the Assistant Director, who in turn reports to the Director
Location	Sangamon County

**G1. Illinois Department of Children & Family Services**

Position Number	40070-16-00-220-00-01
Position Title	Senior Public Service Administrator
Bureau/Division	Director's Office
Functional Title	Deputy Chief of Staff-Cook County
Incumbent	Vacant
Supervisor	Chief of Staff who reports to the Director
Location	Cook County

**G2. Illinois Department of Children & Family Services**

Position Number	40070-16-00-230-00-01
Position Title	Senior Public Service Administrator
Bureau/Division	Director's Office
Functional Title	Deputy Chief of Staff-Downstate
Incumbent	Vacant
Supervisor	Chief of Staff who reports to the Director
Location	Rock Island County

**I. Illinois Department of Employment Security**

Position Number	40070-44-30-500-00-01
Position Title	Senior Public Service Administrator
Bureau/Division	Information Services Bureau
Functional Title	Chief Technology Officer
Incumbent	Vacant
Supervisor	Chief Information Officer who reports to the Director
Location	Cook County

**K. Illinois Department of Human Services**

Position Number	40070-10-00-420-00-01
Position Title	Senior Public Service Administrator
Bureau/Division	Office of Fiscal Services
Functional Title	Bureau Chief, Bureau of Expenditure Accounting
Incumbent	Vacant
Supervisor	Chief Financial Officer who reports to the Assistant Secretary, who in turn reports to the Secretary
Location	Sangamon County

**L1. Illinois Department of Juvenile Justice**

Position Number	40070-27-00-310-00-01
Position Title	Senior Public Service Administrator
Bureau/Division	Aftercare Services
Functional Title	Regional Administrator-Cook County/Northern Region
Incumbent	Vacant
Supervisor	Deputy Director of Aftercare Services who reports to the Director
Location	Cook County

**L2. Illinois Department of Juvenile Justice**

Position Number	40070-27-00-320-00-01
Position Title	Senior Public Service Administrator
Bureau/Division	Aftercare Services
Functional Title	Regional Administrator-Central/Southern Region
Incumbent	Vacant
Supervisor	Deputy Director of Aftercare Services who reports to the Director
Location	Sangamon County

**M. Illinois Workers' Compensation Commission**

Position Number	40070-50-37-011-00-02
Position Title	Senior Public Service Administrator
Bureau/Division	Insurance Compliance
Functional Title	Manager of Insurance Compliance Outreach Program
Incumbent	Vacant
Supervisor	Insurance Compliance Manager who reports to the Chairman
Location	Cook County

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

Executive Director Stralka first noted that the reason most of these positions were included for proposed rescission was due to extended vacancy in excess of two years. On October 12, 2012 he provided notice to the Director of Central Management Services in accordance with Commission Rules followed by letters to all affected agency directors notifying them of which positions may be placed on this month's agenda for rescission and why. These notices included 72 positions. Many issues were resolved during this initial period so that when it came time to finalize the agenda only 32 positions were included for the Commission to determine if their 4d(3) exemptions should be rescinded. As a reminder, Commission rules provide that rescissions shall be approved only after the Commission has determined that an adequate level of managerial control exists in exempt status which will insure responsive and accountable administrative control of agency programs. It was Commission staff's position that such control exists for all these proposed rescissions.

Executive Director Stralka reported to the Commissioners as follows regarding the 32 positions on the agenda:

- The agencies have consented to the rescissions for the following positions. Staff recommended approval of these rescissions: N1-6, N8, N15, N21, N26, and N28.
- The following positions are now filled. Staff recommended denial of these rescissions: N19, N22, and N29:
- The following positions have been vacant for between 24-30 months and the agencies have indicated that they intend to fill these positions shortly. Staff recommended denial of these rescissions with the notation that failure to fill in the next six months will result in their rescission next May: N9, N12, N13, N18, and N27:
- The following positions were included on the agenda not because of extended vacancy but because they have all been placed in a collective bargaining unit and are presently vacant. Staff recommended approval of these rescissions: N10, N11, N16, N17, and N30.

Andrew Moyer, Chief of Staff, Illinois Department of Commerce and Economic Opportunity, responded on Items N10 and N11 that these positions are vacant and in a collective bargaining unit. The agency has been actively trying to change that status but for now has no plans to fill the positions. Anne McElroy, Chief of Labor Relations, Illinois Department of Corrections, informed the Commissioners that the collective bargaining unit status of all these positions has been and continues to be the subject of negotiations between their union representatives and the State. She suggested that any action the Commission may take to rescind their exempt status may be premature. Commissioner Krey inquired how long negotiations have been ongoing. McElroy simply responded a long time. After additional discussion among the Commissioners, it was the consensus not to rescind the exempt status of these positions.

- The Department of Juvenile Justice had the following positions up for rescission: N23, N24, and N25. This agency responded to Staff's initial notice, but not to the follow-up seeking information as to the reasons for the extended vacancy. Staff recommended approval of these rescissions. No agency representative was present to provide any additional information.
- As to N7, this is the Risk Management Division Manager at Central Management Services and it has been vacant since May 31, 2007 though it appears to have been filled in the interim by temporary appointment until January 9, 2010. Even then, it has been vacant for almost three years. It was up for rescission last May, but denied because the bill to privatize workers' compensation administration for the State (the subject matter of this position) was still pending. Central Management Services has indicated that bill has now passed. The agency wants to hold off on rescission pending the award of the administration contract. Given the length of the vacancy and the removal of the program supporting the exemption by legislation, Staff recommended approval of this rescission. Roneta Taylor, Central Management Services-Technical Services, indicated that there are no present plans to fill the position. Chairman Kolker suggested moving forward with the rescission and the agency could come back to the Commission if needed.
- As to N14, this is the Regional Manager for Regional Economic Development, East Central region, at the Illinois Department of Commerce and Economic Opportunity and it has been vacant since January 4, 2008. The agency indicated it is contesting this rescission, but noted that it has not been filled because hiring priorities changed. This position was also up for rescission last May. Given the length of the vacancy and the apparent lack of motivation to fill the position, Staff recommended approval of this rescission. Andrew Moyer acknowledged the length of the vacancy and explained that a candidate had been identified but the agency then filled a different region's vacant position. He requested that the exemption remain in place as the agency hopes to move forward with filling the position.
- As to N20, this is the Associate Director of the Office of Prevention in the Department of Human Services. While it only has been vacant for several months, Staff had concerns that the position may no longer be needed from media reports about the activities of a prior incumbent. In the recent Performance Audit conducted by the Auditor General, it was recommended that the Commission examine positions and consider them for rescission if it appears they may no longer be needed by the agency. Grace Hong-Duffin, Chief of Staff, Department of Human Services, explained to the Commissioners how the agency has identified a potential new hire that will be charged with performing the important responsibilities of the position and requested that the exemption not be rescinded.
- As to N31 and N32, these are positions in the Administrative and Regulatory Shared Services Center. Staff had inquiries about these positions to which it never received a response. Beth Duesterhaus, representing Shared Services, indicated that she had still not received any additional information from the Illinois Department of Revenue and asked that these items be continued to allow time to obtain a response.

**IT WAS MOVED BY COMMISSIONER DALIANIS, SECONDED BY COMMISSIONER CUMMINGS, AND THE MOTION ADOPTED 4-0 TO RESCIND THE 4D(3) EXEMPTIONS FROM THE FOLLOWING POSITIONS:**

- N1: CMS-Governor's ARRA Accountability Administrator**
- N2: CMS-Federal Stimulus Administrator-Sangamon Zone 1**
- N3: CMS-Federal Stimulus Administrator-Sangamon Zone 2**
- N4: CMS-Federal Stimulus Administrator-Cook Zone 1**
- N5: CMS-Federal Stimulus Administrator-Cook Zone 2**
- N6: CMS-Federal Stimulus Administrator-Cook Zone 3**
- N7: CMS-Manager, Risk Management**
- N8: Children & Family Services-ERC/Shelter System Program Coordinator**
- N15: Environmental Protection-Legislative Liaison**
- N21: Human Services,-Manager, Accreditation & Licensure**
- N26: Natural Resources-Chief Special Assistant**
- N28: Public Health-Legislative Liaison**

**IT WAS MOVED BY COMMISSIONER KREY, SECONDED BY COMMISSIONER DALIANIS, AND THE MOTION ADOPTED 4-0 TO DENY THE PROPOSED RESCISSIONS FROM 4D(3) EXEMPTION FOR THE FOLLOWING POSITIONS:**

- N9: Children & Family Services-Contract Compliance Administrator**
- N10: Commerce & Economic Opportunity-Legislative Liaison**
- N11: Commerce & Economic Opportunity-Legislative Liaison**
- N12: Commerce & Economic Opportunity-Assistant Deputy Director, Policy Development, Planning & Research**
- N13: Commerce & Economic Opportunity-Manager, Grant unit**
- N14: Commerce & Economic Opportunity-Regional Manager (E. Central)**
- N16: Financial & Professional Regulation-Legislative Liaison**
- N17: Financial & Professional Regulation-Legislative Liaison**
- N18: Healthcare & Family Services-Special Assistant, Strategic Vendor Relationships**
- N19: Manager, ALPLM, Marketing & Community Relations**
- N20: Human Services-Associate Director, Office of Prevention**
- N22: Human Services-Director of Human Capital Development**

- N23: Juvenile Justice-Assistant Warden Operations, IYC Chicago**
- N24: Juvenile Justice-Assistant Warden Programs-Harrisburg**
- N25: Juvenile Justice-Assistant Warden Operations-Warrenville**
- N27: Natural Resources-Executive Director, World Shooting Complex**
- N29: Public Health-Division Chief for Long-Term Care, Office of Healthcare Regulation**
- N30: Revenue-Legislative Liaison**
- N31: Revenue-Administrative & Regulatory Shared Services Center Director**
- N32: Revenue-Administrative & Regulatory Shared Services Center Administrative Director**

**The following positions had their 4d(3) exemptions rescinded on November 16, 2012:**

<b>Item</b>	<b>Agency</b>	<b>Position Number</b>	<b>Functional Title</b>
N1	CMS	40070-37-00-000-50-01	Governor's ARRA Accountability Administrator
N2	CMS	40070-37-00-000-50-02	Federal Stimulus Administrator-Sang Zone 1
N3	CMS	40070-37-00-000-50-03	Federal Stimulus Administrator-Sang Zone 2
N4	CMS	40070-37-00-000-50-06	Federal Stimulus Administrator-Cook Zone 1
N5	CMS	40070-37-00-000-50-07	Federal Stimulus Administrator-Cook Zone 2
N6	CMS	40070-37-00-000-50-08	Federal Stimulus Administrator-Cook Zone 3
N7	CMS	40070-37-32-000-00-01	Manager, Risk Management
N8	CFS	37015-16-00-000-70-01	ERC/Shelter System Program Coordinator
N15	EPA	37015-46-00-000-00-01	Legislative Liaison
N21	DHS	40070-10-65-900-00-01	Manager, Accreditation & Licensure
N26	DNR	37015-12-00-000-20-01	Chief Special Assistant
N28	DPH	13852-20-02-000-20-01	Legislative Liaison

**The following 4d(3) exempt positions had their proposed rescission denied on November 16, 2012:**

<b>Item</b>	<b>Agency</b>	<b>Position Number</b>	<b>Functional Title</b>
N9	CFS	40070-16-64-200-00-01	Contract Compliance Administrator
N10	CEO	37015-42-00-000-01-01	Legislative Liaison-International Trade
N11	CEO	37015-42-00-230-00-01	Legislative Liaison
N12	CEO	40070-42-00-071-00-02	Assistant Deputy Director, Policy Dev., Planning & Research
N13	CEO	40070-42-00-220-00-01	Manager, Grant Unit
N14	CEO	40070-42-10-300-00-01	Regional Manager (East Central)
N16	FPR	37015-13-04-100-00-01	Legislative Liaison

<b>Item</b>	<b>Agency</b>	<b>Position Number</b>	<b>Functional Title</b>
N17	FPR	37015-13-04-200-00-01	Legislative Liaison
N18	HFS	40070-33-00-001-00-61	Special Assistant, Strategic Vendor Relationships
N19	HPA	40070-48-56-000-00-01	Manager, ALPLM, Marketing & Community Relations
N20	DHS	40070-10-23-000-00-01	Associate Director, Office of Prevention
N22	DHS	40070-10-90-000-00-01	Director of Human Capital Develop.
N23	DJJ	40070-27-17-300-00-01	Assistant Warden Operations-IYC Chicago
N24	DJJ	40070-27-20-200-00-01	Assistant Warden Programs-Harrisburg
N25	DJJ	40070-27-42-300-00-01	Assistant Warden Operations-Warrenville
N27	DNR	40070-12-04-000-00-01	Executive Director-World Shooting Complex
N29	DPH	40070-20-41-000-00-01	Division Chief for Long-Term Care, Office of Healthcare Regulation
N30	DOR	00501-25-04-000-02-01	Legislative Liaison
N31	DOR	40070-25-42-000-00-01	A & R Shared Services Center Director
N32	DOR	40070-25-42-100-00-01	A & R Shared Services Center Administrative Director

**VI. CLASS SPECIFICATIONS**

The following class titles were submitted for abolishment, creation, and revision by the Director of the Illinois Department of Central Management Services:

- A. Assignment Coordinator (revision)**
- B. Blasting Specialist (creation)**  
**Blasting Expert (creation)**  
**Blasting Supervisor (creation)**
- C. Fire Prevention Inspector I (revision)**
- D. Historical Exhibits Designer (revision)**
- E. Photographer I (abolish)**  
**Photographer II (abolish)**  
**Photographer III (abolish)**  
**Photographer (creation)**
- F. Photographic Technician I (revision)**  
**Photographer Technician II (revision)**  
**Photographer Technician III (revision)**

Staff Analysis: Assistant Executive Director Andrew Barris explained that the Assignment Coordinator was revised for the first time since 1996. The purpose of the revision was to specifically identify programs like the Meritorious Good Time, Supplemental Meritorious

Good Time, and Keep Separate From lists as specific responsibilities of the class. John Logsdon from Central Management Services Technical Services confirmed that was the need for the revision.

Chairman Kolker asked if all of the class specifications on the agenda had been agreed upon by management and the union. Logsdon explained that they were. Commissioner Cummings inquired if any of the class changes resulted in a change in salary. Logsdon explained that only the Blasting Specialist, Blasting Expert, and Blasting Supervisor classes involved a change in salary.

**IT WAS MOVED BY COMMISSIONER KREY, SECONDED BY COMMISSIONER CUMMINGS, AND THE MOTION ADOPTED 4-0 TO APPROVE THE ABOLISHMENT, CREATION, AND REVISION OF THE FOLLOWING CLASS TITLES TO BE EFFECTIVE DECEMBER 1, 2012:**

- A. Assignment Coordinator (revision)**
- B. Blasting Specialist (creation)**
  - Blasting Expert (creation)**
  - Blasting Supervisor (creation)**
- C. Fire Prevention Inspector I (revision)**
- D. Historical Exhibits Designer (revision)**
- E. Photographer I (abolish)**
  - Photographer II (abolish)**
  - Photographer III (abolish)**
  - Photographer (creation)**
- F. Photographic Technician I (revision)**
  - Photographer Technician II (revision)**
  - Photographer Technician III (revision)**

**IT WAS MOVED BY CHAIRMAN KOLKER, SECONDED BY COMMISSIONER KREY, AND THE MOTION ADOPTED 4-0 TO DISAPPROVE ANY CLASS SPECIFICATIONS RECEIVED BY THE COMMISSION NOT CONTAINED IN THIS REPORT TO ALLOW ADEQUATE STUDY.**

**VII. MOTION TO CLOSE A PORTION OF THE MEETING**

**IT WAS MOVED BY COMMISSIONER CUMMINGS, SECONDED BY COMMISSIONER DALIANIS, AND BY ROLL CALL VOTE THE MOTION ADOPTED 4-0 TO CLOSE A PORTION OF THE MEETING PURSUANT TO SUBSECTIONS 2(c)(1), 2(c)(4), 2(c)(5), AND 2(c)(11) OF THE OPEN MEETINGS ACT.**

<b>KOLKER</b>	<b>YES</b>	<b>CUMMINGS</b>	<b>YES</b>
<b>DALIANIS</b>	<b>YES</b>	<b>FITZGERALD</b>	
<b>KREY</b>	<b>YES</b>		



VIII. RECONVENE THE OPEN MEETING

Upon due and proper notice the regular open meeting of the Illinois Civil Service Commission was reconvened at 400 West Monroe Street, Suite 306, Springfield, Illinois at 1:39 p.m.

PRESENT

Chris Kolker, Chairman; Anita M. Cummings, Ares G. Dalianis (by telephone), and Susan Moylan Krey, Commissioners; Daniel Stralka, Executive Director; and Andrew Barris, Assistant Executive Director.

IX. 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 Illinois Department of Central Management Services' Consecutive Non-Merit Report.

Agency	9/30/12	<b>10/31/12</b>	10/31/11
Aging	2	<b>2</b>	0
Agriculture	1	<b>1</b>	3
Arts Council	1	<b>0</b>	0
Central Management Services	1	<b>0</b>	1
Children and Family Services	6	<b>5</b>	1
Employment Security	0	<b>0</b>	6
Healthcare and Family Services	7	<b>5</b>	4
Historic Preservation Agency	15	<b>3</b>	4
Human Services	3	<b>3</b>	0
Natural Resources	11	<b>10</b>	16
Property Tax Appeal Board	0	<b>0</b>	3
Revenue	1	<b>3</b>	0
Transportation	13	<b>10</b>	3
Veterans' Affairs	1	<b>1</b>	0
Totals	62	<b>43</b>	41

X. INTERLOCUTORY APPEAL

**LA-6-13**

Employee	Marva Arnold	Appeal Date	08/17/12
Agency	Human Services	Decision Date	10/25/12
Type	Layoff	ALJ	Andrew Barris
Issue(s)	Employee is exempt from jurisdiction B of the Personnel Code and Rules	Proposal for Decision	Dismiss appeal subject to approval of Commission; no jurisdiction

**IT WAS MOVED BY COMMISSIONER CUMMINGS, SECONDED BY COMMISSIONER DALIANIS, AND BY ROLL CALL VOTE OF 4-0 THE MOTION ADOPTED TO AFFIRM AND ADOPT THE ADMINISTRATIVE LAW JUDGE'S PROPOSAL FOR DECISION TO DISMISS THE APPEAL AS THE COMMISSION HAS NO JURISDICTION OVER THIS APPEAL.**

**KOLKER            YES            CUMMINGS    YES  
DALIANIS        YES            FITZGERALD  
KREY             YES**

XI. APPEALS TERMINATED WITHOUT DECISION ON THE MERITS

**DA-2-13**

Employee	Katrina Angeles	Appeal Date	07/31/12
Agency	Human Services	Decision Date	10/17/12
Type	Discharge	Proposal for Decision	Dismissed subject to approval of Commission; withdrawn.
ALJ	Andrew Barris	Decision	

**DA-17-13**

Employee	Julius Perryman	Appeal Date	10/29/12
Agency	Transportation	Decision Date	11/01/12
Type	Discharge	Proposal for Decision	Dismissed subject to approval of Commission; withdrawn.
ALJ	Daniel Stralka	Decision	

**IT WAS MOVED BY COMMISSIONER DALIANIS, SECONDED BY COMMISSIONER CUMMINGS, AND BY ROLL CALL VOTE OF 4-0 THE MOTION ADOPTED TO AFFIRM AND ADOPT THE ADMINISTRATIVE LAW JUDGES' PROPOSALS FOR DECISION TO DISMISS THE APPEALS FOR THE REASONS SET FORTH THEREIN.**

November 16, 2012

<b>KOLKER</b>	<b>YES</b>	<b>CUMMINGS</b>	<b>YES</b>
<b>DALIANIS</b>	<b>YES</b>	<b>FITZGERALD</b>	
<b>KREY</b>	<b>YES</b>		

XII. STAFF REPORT

Executive Director Daniel Stralka reported that:

- He and Brian Collins met with House Budget Staff on November 15, 2012 to discuss status of the Commission's fiscal year 2013 appropriation. No final resolution was achieved.
- He and Brian Collins toured the new Illinois State Police facility with Central Management Services and building representatives as a possible location for the Commission's Springfield office on October 24, 2012. Initial floor plans have been submitted to Commission Staff for review.
- Assistant Executive Director Andrew Barris completed the 2013 State African American Employment Plan On-line survey and the 2013 State Hispanic Employment Plan On-line survey.

XIII. ANNOUNCEMENT OF NEXT MEETING

Announcement was made of the next regular open meeting to be held on Friday, December 21, 2012 at 11:00 a.m. in the Commission's Chicago office.

XIV. MOTION TO ADJOURN

**IT WAS MOVED BY COMMISSIONER CUMMINGS, SECONDED BY COMMISSIONER KREY, AND THE MOTION ADOPTED 4-0 TO ADJOURN THE MEETING AT 1:43 P.M.**