

July 18, 2025

REGULAR MEETING MINUTES
ILLINOIS CIVIL SERVICE COMMISSION
JULY 18, 2025

I. CALL TO ORDER THE REGULAR OPEN MEETING AT 11:02 A.M. AT 607 E. ADAMS STREET, SUITE 801, SPRINGFIELD, IL AND BY WEBEX VIDEO.

II. ROLL CALL AND CONFIRMATION OF A QUORUM

Chair, Teresa Smith, G.A. Finch (remote), David Luechtefeld, Judy McAnarney, and Vivian Robinson, Commissioners; Thomas Klein (remote), Executive Director, Andrew Barris, Assistant Executive Director, Alexandra Myers, CFO and HR Manager, and Stephanie Borah, Executive Secretary; Sarah Kerley (remote), Colleen Kuhn (remote), Amy McElfresh (remote), Chris Nickols (remote), Donna Skowronski (remote), Central Management Services; Erin Bonales (remote), and Jacqueline Mullings (remote), Office of Executive Inspector General.

IT WAS MOVED BY COMMISSIONER ROBINSON, SECONDED BY COMMISSIONER MCANARNEY AND THE MOTION ADOPTED 4-0, TO APPROVE COMMISSIONER FINCH TO ATTEND THE MEETING VIA VIDEO CONFERENCE.

III. APPROVAL OF MINUTES OF REGULAR OPEN MEETING HELD JUNE 20, 2025

IT WAS MOVED BY COMMISSIONER FINCH, SECONDED BY COMMISSIONER LUECHTEFELD, AND THE MOTION ADOPTED 5-0, TO APPROVE THE MINUTES OF THE REGULAR OPEN MEETING HELD JUNE 20, 2025.

IV. PUBLIC COMMENT IN ACCORDANCE WITH THE OPEN MEETINGS ACT

In accordance with the Open Meetings Act and the Rules of the Civil Service Commission, Assistant Executive Director Andrew Barris offered an opportunity for any person to address members of the Commission.

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

A. 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)

B. Requests for 4d(3) Exemption

Assistant Executive Director Barris confirmed through Sarah Kerley at CMS that there were no incumbents in the proposed exemptions and that the proposed exemptions and recissions were approved by the OEIG HEM Unit.

- **Regarding Item C**, the Chief Economic Equity Officer at the CMS, this position develops and implements policy and outreach regarding small and diverse businesses throughout Illinois per the signing of an Executive Order of the Governor. Kerley indicated that the position would not be utilized until the Executive Order of the Governor is effectuated.
- **Regarding Item G**, the Deputy Chief Legal Counsel for Consent Decree Compliance & Reform, this position formulates policy regarding implementation at the Department of Consent decrees, injunctions, settlement agreements, and other court orders.
- **Regarding Item H**, the SPSA, Director of Clemency and Release Programs, this position formulates policy regarding the Clemency Unit which oversees the clemency process and other forms of relief for individuals convicted of crimes.
- **Regarding Item I**, the Director of Victim and Witness Services, this position serves as the Chief of the Victim and Witness Services. It formulates and implements policy regarding victim and witness services, including long-range planning and program evaluation.
- **Regarding Item B**, the Chief Strategy Officer at CMS, the Commission staff had questions about the specific policy that is formulated or implemented by the positions as the position description does not offer specifics. Kerley explained that this position will oversee CMS internal HR and Labor Relations, CMS project management team, data analytics team, and other CMS internal functions that are not currently covered. This position will implement policy regarding enterprise business owner functions (HCM ERP) and support the mentioned departments. CoreyAnne Gulkewicz is provisionally appointed to this position.
- **Regarding Item D-F**, the Associate Director of Operations at DHS, Item E, the Associate Director of Wellness and Recovery Services at DHS, and Item F, the Associate Director of Behavioral Health and Recovery at DHS, these positions are part of a consolidation of the Division of Mental Health and Division of Substance Use Prevention and Recovery into a new Division of Behavioral Health and Recovery per the Executive Order of the Governor. Commission staff questioned the specific policy making responsibilities of each position considering the job descriptions are very similar, especially the Associate Director of Operations (Item D) and the Associate Director of Behavioral Health and Recovery (Item F). Kerley explained that these positions are going to replace other DHS positions which will be abolished. The position descriptions are generic because they are leaving room to figure out how the position will serve the program individuals better due to the new consolidation.

Commissioner Luechtefeld inquired if all the proposed exemptions were new positions. Sarah Kerley confirmed that they were new positions, but she clarified that Items D-F was a reconfiguring of roles that existed in different divisions that will be abolished.

Chair Smith requested clarification of Item B listed as “Transformation Lead” on the org. chart and how CoreyAnne fits into the role. Kerley gave a brief background of Gulkewicz’s work history. After Bobby Tucker was hired on, he took over the implementation of Personnel side of things so CoreyAnne could focus on the broader CMS mission and transformation. The working title was in flux before sending it over, but the final title is Chief Strategy Officer and not the other working titles that were mentioned in the org chart.

Chair Smith inquired about the difference between wellness and recovery services versus the behavioral health and recovery services. The difference would be that wellness and recovery would be more for substance abuse recovery, and behavioral health would be for more psychiatric help without substance abuse.

Kerley indicated that CMS was withdrawing Item K as a rescission request.

B. Central Management Services

Position Number	SF Forthcoming
Functional Title	SPSA, Chief Strategy Officer
Incumbent	Vacant
Supervisor	Director
Location	Cook County

C. Central Management Services

Position Number	SF Forthcoming
Functional Title	SPSA, Chief Economic Equity Officer
Incumbent	Vacant
Supervisor	Assistant Director
Location	Cook County

D. Illinois Department of Human Services

Position Number	SF Forthcoming
Functional Title	SPSA, Associate Director of Operations
Incumbent	Vacant
Supervisor	SPSA, Director
Location	Sangamon County

E. Illinois Department of Human Services

Position Number	40070-10-20-400-00-01
Functional Title	Associate Director
Incumbent	Vacant
Supervisor	SPSA, Assistant Director
Location	Tazewell County

F. Illinois Department of Human Services

Position Number	40070-10-20-000-00-01
Functional Title	SPSA, Director, Division of Behavioral Health and Recovery
Incumbent	Vacant
Supervisor	Assistant Secretary of Programs
Location	Cook County

G. Illinois Department of Corrections

Position Number	40070-29-00-700-01-01
Functional Title	SPSA, Deputy Chief Legal Counsel for Consent Decree Compliance & Reform
Incumbent	Vacant
Supervisor	Chief Legal Counsel
Location	Sangamon County

H. Illinois Prisoner Review Board

Position Number	40070-50-78-200-00-01
Functional Title	SPSA, Director of Clemency and Release Programs
Incumbent	Vacant
Supervisor	SPSA, Chief of Staff
Location	Sangamon County

I. Illinois Prisoner Review Board

Position Number	SF Forthcoming
Functional Title	SPSA, Director of Victim and Witness Services
Incumbent	Vacant
Supervisor	SPSA, Chief of Staff
Location	Sangamon County

IT WAS MOVED BY COMMISSIONER ROBINSON SECONDED BY COMMISSIONER MCANARNEY AND THE MOTION WAS ADOPTED 5-0, TO GRANT THE REQUEST FOR EXEMPTION FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE POSITIONS LISTED ABOVE AS ITEMS B-I.

The following positions were submitted for Rescission of 4d3 Exemption by CMS:

J. 40070-10-40-100-00-01 - DHS - Deputy Director of Licensure, Compliance and Monitoring

L. 40070-37-00-000-08-01 - CMS - Director of Environmental and Safety

IT WAS MOVED BY COMMISSIONER MCANARNEY SECONDED BY COMMISSIONER FINCH AND THE MOTION WAS ADOPTED 5-0, TO RESCIND FROM JURISDICTION B OF THE PERSONNEL CODE THE POSITIONS LISTED ABOVE AS ITEMS J AND L.

VI. CLASS SPECIFICATIONS

A. Governing Rule – Section 1.45 Classification Plan

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

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

B. None Submitted

IT WAS MOVED BY COMMISSIONER LUECHTEFELD, SECONDED BY COMMISSIONER ROBINSON AND THE MOTION ADOPTED 5-0 TO DISAPPROVE ANY CLASS SPECIFICATIONS RECEIVED BY THE COMMISSION STAFF NOT CONTAINED IN THIS AGENDA TO ALLOW ADEQUATE STUDY.

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VII. PERSONNEL RULES

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

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

B. None Submitted

IT WAS MOVED BY COMMISSIONER LUECHTEFELD, SECONDED BY COMMISSIONER MCANARNEY THE MOTION ADOPTED 5-0 TO DISAPPROVE ANY AMENDMENTS TO PERSONNEL RULES RECEIVED BY THE COMMISSION STAFF BUT NOT INCLUDED IN THIS AGENDA TO ALLOW ADEQUATE STUDY.

VIII. MOTION TO CLOSE A PORTION OF THE MEETING

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

SMITH	YES	FINCH	YES
MCANARNEY	YES	LUECHTEFELD	YES
ROBINSON	YES		

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IX. RECONVENE THE REGULAR OPEN MEETING

X. APPROVAL OF MINUTES OF THE CLOSED PORTION OF THE REGULAR MEETING HELD JUNE 20, 2025?

IT WAS MOVED BY COMMISSIONER ROBINSON, SECONDED BY COMMISSIONER MCANARNEY THE MOTION ADOPTED 5-0 TO APPROVE THE MINUTES OF THE CLOSED PORTION OF THE REGULAR MEETING HELD JUNE 20, 2025.

XI. PUBLICLY ANNOUNCED DECISIONS RESULTING FROM APPEALS

DA-09-25

Employee	Timothy Edwards	Appeal Date	08/22/2024
Agency	Dept. of Natural Resources	Decision Date	July 3, 2025
Appeal Type	Discharge	Proposal for Decision	Dismissed/Settled
ALJ	Andrew Barris		

IT WAS MOVED BY COMMISSIONER LUECHTEFELD, SECONDED BY COMMISSIONER ROBINSON, AND BY ROLL CALL VOTE OF 5-0 THE MOTION ADOPTED TO AFFIRM AND ADOPT THE PROPOSAL FOR DECISION OF THE ADMINISTRATIVE LAW JUDGE FOR THE REASONS SET FORTH IN THE PROPOSAL FOR DECISION.

SMITH	YES	FINCH	YES
MCANARNEY	YES	LUECHTEFELD	YES
ROBINSON	YES		

DA-33-25

Employee	Norman Faulkner	Appeal Date	01/31/2025
Agency	Dept. of Human Services	Decision Date	July 3, 2025
Appeal Type	Discharge	Proposal for Decision	Discharge overturned
ALJ	Thomas Klein		

IT WAS MOVED BY COMMISSIONER ROBINSON, SECONDED BY COMMISSIONER FINCH, AND BY ROLL CALL VOTE OF 3-2 THE MOTION ADOPTED TO AFFIRM AND ADOPT THE PROPOSAL FOR DECISION OF THE ADMINISTRATIVE LAW JUDGE FOR THE REASONS SET FORTH IN THE PROPOSAL FOR DECISION.

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SMITH	NO	FINCH	YES
MCANARNEY	NO	LUECHTEFELD	YES
ROBINSON	YES		

DA-47-25

Employee	Kyle Krapf	Appeal Date	04/23/2025
Agency	Dept. of Financial and Professional Regulations	Decision Date	July 3, 2025
Appeal Type	Discharge	Proposal for Decision	Dismissed/No Jurisdiction
ALJ	Andrew Barris		

IT WAS MOVED BY COMMISSIONER ROBINSON, SECONDED BY COMMISSIONER FINCH, AND BY ROLL CALL VOTE OF 5-0 THE MOTION ADOPTED TO AFFIRM AND ADOPT THE PROPOSAL FOR DECISION OF THE ADMINISTRATIVE LAW JUDGE FOR THE REASONS SET FORTH IN THE PROPOSAL FOR DECISION.

SMITH	YES	FINCH	YES
MCANARNEY	YES	LUECHTEFELD	YES
ROBINSON	YES		

S-53-25

Employee	Chad Cox	Appeal Date	05/22/2025
Agency	Dept. of Human Services	Decision Date	July 3, 2025
Appeal Type	Suspension	Proposal for Decision	Dismissed/Settled
ALJ	Andrew Barris		

IT WAS MOVED BY COMMISSIONER LUECHTEFELD, SECONDED BY COMMISSIONER ROBINSON, AND BY ROLL CALL VOTE OF 5-0 THE MOTION ADOPTED TO AFFIRM AND ADOPT THE PROPOSAL FOR DECISION OF THE ADMINISTRATIVE LAW JUDGE FOR THE REASONS SET FORTH IN THE PROPOSAL FOR DECISION.

SMITH	YES	FINCH	YES
MCANARNEY	YES	LUECHTEFELD	YES
ROBINSON	YES		

DA-54-25

Employee	Dennis West	Appeal Date	06/02/2025
Agency	Dept. of Human Services	Decision Date	July 3, 2025
Appeal Type	Discharge	Proposal for Decision	Dismissed/Withdrawn
ALJ	Andrew Barris		

IT WAS MOVED BY COMMISSIONER MCANARNEY, SECONDED BY COMMISSIONER LUECHTEFELD, AND BY ROLL CALL VOTE OF 5-0 THE MOTION ADOPTED TO AFFIRM AND ADOPT THE PROPOSAL FOR DECISION OF THE ADMINISTRATIVE LAW JUDGE FOR THE REASONS SET FORTH IN THE PROPOSAL FOR DECISION.

SMITH	YES	FINCH	YES
MCANARNEY	YES	LUECHTEFELD	YES
ROBINSON	YES		

XII. STAFF REPORT

XIII. ANNOUNCEMENT OF NEXT REGULAR OPEN MEETING

The next regular open meeting is to be held at 11:00 a.m. on Friday, August 15, 2025, in the Springfield office of the Commission, as well as WebEx.

XIV. MOTION TO ADJOURN

IT WAS MOVED BY COMMISSIONER ROBINSON, SECONDED BY COMMISSIONER MCANARNEY, MOTION ADOPTED 5-0 TO ADJOURN THE MEETING AT 12:10 P.M.