

January 16, 2026

REGULAR MEETING MINUTES
ILLINOIS CIVIL SERVICE COMMISSION
JANUARY 16, 2026

I. CALL TO ORDER THE REGULAR OPEN MEETING AT 11:07 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, David Luechtefeld, Judy McAnarney, and Vivian Robinson, Commissioners; Thomas Klein, Executive Director, Andrew Barris, Assistant Executive Director, Alexandra Myers, CFO and HR Manager, and Stephanie Borah, Executive Secretary; Erin Bonales (remote), Office of Executive Inspector General.

COMMISSIONER FINCH IS EXCUSED ABSENT DUE TO A FAMILY MEDICAL EMERGENCY.

III. APPROVAL OF MINUTES OF REGULAR OPEN MEETING HELD DECEMBER 19, 2025

IT WAS MOVED BY COMMISSIONER MCANARNEY, SECONDED BY CHAIR SMITH, AND THE MOTION ADOPTED 4-0, TO APPROVE THE MINUTES OF THE REGULAR OPEN MEETING HELD DECEMBER 19, 2025.

IV. PUBLIC COMMENT IN ACCORDANCE WITH THE OPEN MEETINGS ACT

V. 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 THE MOTION ADOPTED 4-0 TO DISAPPROVE ANY AMENDMENTS TO CLASS SPECIFICATIONS RECEIVED BY THE COMMISSION STAFF BUT NOT INCLUDED IN THIS AGENDA TO ALLOW ADEQUATE STUDY.

VI. 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.

C. None Submitted

January 16, 2026

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

VII. MOTION TO CLOSE A PORTION OF THE MEETING

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

**SMITH
ROBINSON**

**YES
YES**

**MCANARNEY
LUECHTEFELD**

**YES
YES**

January 16, 2026

VIII. RECONVENE THE REGULAR OPEN MEETING

IX. APPROVAL OF MINUTES OF THE CLOSED PORTION OF THE REGULAR MEETING HELD DECEMBER 19, 2025?

IT WAS MOVED BY COMMISSIONER ROBINSON, SECONDED BY COMMISSIONER LUECHTEFEL THE MOTION ADOPTED 4-0 TO APPROVE THE MINUTES OF THE CLOSED PORTION OF THE REGULAR MEETING HELD DECEMBER 19, 2025.

X. PUBLICLY ANNOUNCED DECISIONS RESULTING FROM APPEALS

Appeal Number	DA-25-25
Employee	Cambria Williams
Appeal Date	12/24/2024
Agency	Department of Human Services
Decision Date	January 2, 2026
Appeal Type	Discharge
Proposal for Decision	Discharge Upheld
ALJ	Thomas Klein

IT WAS MOVED BY COMMISSIONER MCANARNEY, SECONDED BY CHAIR SMITH, AND BY ROLL CALL VOTE OF 4-0 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	MCANARNEY	YES
ROBINSON	YES	LUECHTEFELD	YES

Appeal Number	S-40-25 and DA-49-25 (Combined)
Employee	Marie Butler
Appeal Date	03/21/2025 and 04/28/2025
Agency	Capital Development Board
Decision Date	January 2, 2026
Appeal Type	Suspension and Discharge
Proposal for Decision	Suspension and Discharge Upheld
ALJ	Thomas Klein

IT WAS MOVED BY COMMISSIONER MCANARNEY, SECONDED BY CHAIR SMITH, AND BY ROLL CALL VOTE OF 4-0 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	MCANARNEY	YES
ROBINSON	YES	LUECHTEFELD	YES

January 16, 2026

Appeal Number	DA-29-26
Employee	Chrishawna Owen
Appeal Date	10/17/2025
Agency	Department of Human Services
Decision Date	January 2, 2026
Appeal Type	Discharge
Proposal for Decision	Discharge Upheld
ALJ	Thomas Klein

IT WAS MOVED BY COMMISSIONER MCANARNEY, SECONDED BY COMMISSIONER LUECHTEFELD, AND BY ROLL CALL VOTE OF 4-0 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
ROBINSON**

**YES
YES**

**MCANARNEY
LUECHTEFELD**

**YES
YES**

Appeal Number	DA-30-26
Employee	Tori Humphries
Appeal Date	10/22/2025
Agency	Department of Human Services
Decision Date	January 2, 2026
Appeal Type	Discharge
Proposal for Decision	Dismissed Interlocutory
ALJ	Andrew Barris

IT WAS MOVED BY CHAIR SMITH, SECONDED BY COMMISSIONER LUECHTEFELD, AND BY ROLL CALL VOTE OF 4-0 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
ROBINSON**

**YES
YES**

**MCANARNEY
LUECHTEFELD**

**YES
YES**

Appeal Number	S-32-26
Employee	Tammy Martinez
Appeal Date	11/08/2025
Agency	Department of Human Services
Decision Date	January 2, 2026
Appeal Type	Suspension
Proposal for Decision	Dismissed/Withdrawn
ALJ	Thomas Klein

January 16, 2026

IT WAS MOVED BY COMMISSION ROBINSON, SECONDED BY COMMISSIONER MCANARNEY, AND BY ROLL CALL VOTE OF 4-0 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
ROBINSON**

**YES
YES**

**MCANARNEY
LUECHTEFELD**

**YES
YES**

Appeal Number	DA-35-26
Employee	Tiffani Oglen
Appeal Date	11/20/2025
Agency	Department of Human Services
Decision Date	January 2, 2026
Appeal Type	Discharge
Proposal for Decision	Dismissed/Withdrawn
ALJ	Andrew Barris

IT WAS MOVED BY COMMISSIONER ROBINSON, SECONDED BY COMMISSIONER MCANARNEY, AND BY ROLL CALL VOTE OF 4-0 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
ROBINSON**

**YES
YES**

**MCANARNEY
LUECHTEFELD**

**YES
YES**

XI. STAFF REPORT

- ❖ The format for the Publicly Announced Decisions has changed for Accessibility Purposes and the Website has been updated as well.
- ❖ Travel reimbursement has increased from \$.70/mile to \$.725/mile as of January 1, 2026.

XII. ANNOUNCEMENT OF NEXT REGULAR OPEN MEETING

The next regular open meeting is to be held at 11:00 a.m. on Friday, February 20, 2026, in the Springfield office of the Commission, as well as Webex.

XIII. MOTION TO ADJOURN

IT WAS MOVED BY COMMISSIONER ROBINSON, SECONDED BY CHAIR SMITH, MOTION ADOPTED 4-0 TO ADJOURN THE MEETING AT 11:07 A.M.