

MARCH 20, 2026

REGULAR MEETING MINUTES  
ILLINOIS CIVIL SERVICE COMMISSION  
MARCH 20, 2026

I. CALL TO ORDER THE REGULAR OPEN MEETING AT 11:00 A.M. AT 401 SOUTH SPRING ST, 3RD FLOOR BOARD ROOM, SPRINGFIELD, IL AND BY WEBEX VIDEO.

II. ROLL CALL AND CONFIRMATION OF A QUORUM

Chair, Teresa Smith, David Luechtefeld, G.A. Finch (remote), Judy McAnarney (remote), and Vivian Robinson, Commissioners; Thomas Klein, Executive Director, Andrew Barris, Assistant Executive Director, and Stephanie Borah, Executive Secretary; Donna Skowronski (remote), Central Management Services; Arlene Herron (remote), Department of Early Childhood; Erin Bonales (remote), and Jacqueline Mullings (remote), Office of Executive Inspector General; Kristy Hammann (remote), and Unknown Caller (remote), and Heather Whetsell (remote), Department of Public Health.

III. APPROVAL OF MINUTES OF REGULAR OPEN MEETING HELD FEBRUARY 20, 2026

**IT WAS MOVED BY COMMISSIONER FINCH, SECONDED BY COMMISSIONER ROBINSON, AND THE MOTION ADOPTED 5-0, TO APPROVE THE MINUTES OF THE REGULAR OPEN MEETING HELD FEBRUARY 20, 2026.**

IV. PUBLIC COMMENT IN ACCORDANCE WITH THE OPEN MEETINGS ACT

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)

\* \* \*

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

**Regarding Item B**, this proposed exemption is the Division Chief of Rural Health at the Department of Public Health, this position develops and executes policy to improve health outcomes for rural populations to address rural health care disparities. The rescission in Item E is contingent upon this exemption request.

**Regarding Item C**, the Deputy Education Officer for Early Learning at the IDEC, in collaboration with the Chief Education Officer and Secretary of IDEC, this position is responsible for developing and implementing policy in alignment with the Illinois State Board of Education towards kindergarten readiness as well as grant programs and standards in the State of Illinois. The abolishment in Item F is contingent upon this exemption request.

**Regarding Item D**, the Deputy Education Officer for Comprehensive Services at the IDEC, in collaboration with the Chief Education Officer and the Secretary of IDEC, this position develops policy for the strategic direction of early childhood education and development in the State of Illinois.

**Regarding both Items C and D**, Donna Skowronski from CMS provided an updated to the position description to include the word “Administrative” in the minimum requirements sections to read “four years progressively responsible administrative early childhood education.”

The OEIG-HEM unit approved the exemption and rescission requests at the Department of Public Health and Department of Early Childhood.

**B. Illinois Department of Public Health**

Position Number	40070-20-15-303-00-01
Functional Title	SPSA, Division Chief of Rural Health
Incumbent	Vacant
Supervisor	Deputy Director for the Division of Rural Health
Location	Sangamon County

**C. Illinois Department of Early Childhood**

Position Number	40070-98-07-010-00-01
Functional Title	SPSA, Deputy Education Officer for Early Learning
Incumbent	Vacant
Supervisor	SPSA, Chief Education Officer
Location	Sangamon County

**D. Illinois Department of Early Childhood**

Position Number	40070-98-07-020-00-01
Functional Title	SPSA, Deputy Education Officer Comprehensive Services
Incumbent	Vacant
Supervisor	SPSA, Chief Education Officer
Location	Cook County

**IT WAS MOVED BY COMMISSIONER ROBINSON SECONDED BY COMMISSIONER LUECHTEFELD 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-D.**

- E. \*40070-20-82-000-00-41, Division Chief of Contact Tracing – IDPH (Rescission)  
\* The rescission for item E is contingent upon the approval of the exemption request for the position listed above as item B.**
- F. \*40070-10-00-090-00-01, Chief Transition Design Officer – IDEC (Abolishment)  
\* The abolishment for item F is contingent upon the approval of the exemption request for the position listed above as item C.**
- G. \*40070-28-12-114-00-01 ERP Manager of Change Management – DoIT (Rescission)**
- H. \*40070-28-12-914-00-01 ERP Manager of Production Support – DoIT (Rescission)**

**IT WAS MOVED BY COMMISSIONER LUECHTEFELD SECONDED BY COMMISSIONER MCANARNEY AND THE MOTION WAS ADOPTED 5-0, TO GRANT THE REQUESTS FOR RESCISSIONS AND ABOLISHMENTS FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE POSITIONS LISTED ABOVE AS ITEMS E-H?**

**VI. CLASS SPECIFICATIONS AND PERSONNEL RULES**

**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. 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.

**None Submitted**

**IT WAS MOVED BY CHAIR SMITH, SECONDED BY COMMISSIONER MCANARNEY THE MOTION ADOPTED 5-0 TO DISAPPROVE ANY AMENDMENTS TO CLASS SPECIFICATIONS AND 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 CHAIR SMITH 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.**

<b>SMITH</b>	<b>YES</b>	<b>MCANARNEY</b>	<b>YES</b>
<b>ROBINSON</b>	<b>YES</b>	<b>LUECHTEFELD</b>	<b>YES</b>
<b>FINCH</b>	<b>YES</b>		

VIII. RECONVENE THE REGULAR OPEN MEETING

IX. APPROVAL OF MINUTES OF THE CLOSED PORTION OF THE REGULAR MEETING HELD FEBRUARY 20, 2026?

**IT WAS MOVED BY CHAIR SMITH, SECONDED BY COMMISSIONER MCANARNEY THE MOTION ADOPTED 5-0 TO APPROVE THE MINUTES OF THE CLOSED PORTION OF THE REGULAR MEETING HELD FEBRUARY 20, 2026.**

X. PUBLICLY ANNOUNCED DECISIONS RESULTING FROM APPEALS

Appeal Number	DA-14-26
Employee	Jonathon Brown
Appeal Date	08/29/2025
Agency	Department of Corrections
Decision Date	February 6, 2026
Appeal Type	Discharge
Proposal for Decision	Discharge Upheld
ALJ	Andrew Barris

**IT WAS MOVED BY CHAIR SMITH, SECONDED BY COMMISSIONER MCANARNEY, 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.**

<b>SMITH</b>	<b>YES</b>	<b>MCANARNEY</b>	<b>YES</b>
<b>ROBINSON</b>	<b>YES</b>	<b>LUECHTEFELD</b>	<b>YES</b>
<b>FINCH</b>	<b>YES</b>		

<b>Appeal Number</b>	RV-15-26
Employee	Norman Faulkner
Appeal Date	09/03/2025
Agency	Department of Human Services
Decision Date	March 6, 2026
Appeal Type	Rule Violation
Proposal for Decision	Dismissed/Withdrawn
ALJ	Thomas Klein

**IT WAS MOVED BY FINCH, SECONDED BY COMMISSIONER MCANARNEY, 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.**

<b>SMITH</b>	<b>YES</b>	<b>MCANARNEY</b>	<b>YES</b>
<b>ROBINSON</b>	<b>YES</b>	<b>LUECHTEFELD</b>	<b>YES</b>
<b>FINCH</b>	<b>YES</b>		

MARCH 20, 2026

XI. STAFF REPORT

- Thomas Klein announced the SEI and SSEI were sent out March 13, the deadline is May 1, 2026, and to reach out to Alexandra Myers if there are any questions.

XII. ANNOUNCEMENT OF NEXT REGULAR OPEN MEETING

**The next regular open meeting is to be held at 11:00 a.m. on Friday, April 17, 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 5-0 TO ADJOURN THE MEETING AT 11:28 A.M.**