



ILLINOIS

Pat Quinn, Governor

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

Malcolm Weems, Director

March 25, 2013

The Honorable Patrick Quinn
Governor
State of Illinois
207 State Capitol
Springfield, Illinois 62706

Dear Governor Quinn:

I am enclosing the 2012 Annual Flex Time Report as required by Public Act 87-552 (State Agency Child Care Services Act), effective July 1, 1992.

The act amended the Personnel Code to require agencies subject to Jurisdiction C of the Personnel Code to develop a plan designed to reduce employee need for day care of children outside the home. The plans include flexible starting and ending times, job sharing, compressed or four-day work weeks, part-time employment, or other innovative programs.

As required by the act, agencies and boards are demonstrating a willingness to work with their employees by offering flexible work schedules to help parents manage their responsibilities between home and office.

Sincerely,

Malcolm Weems
Director

Attachment

2012 Annual Flex Time Report

The following chart contains the statistics of flexible working hours of state employees under the Personnel Code by agency.

- Column 1: The reporting agency.
- Column 2: The number of employees reported by each agency under Jurisdiction C (Working Conditions) of the Personnel Code as of December 31, 2012.
- Column 3: The number of employees in each agency reported to be on a flexible work hour schedule; that is, whose five-day work schedule varied from the agency assigned schedule for the convenience of the employee.
- Column 4: The number of part-time employees in each agency working less than full-time, but more than 20 hours per week and including intermittent employees.
- Column 5: The number of full-time employees on compressed work schedules; that is, who work full-time, but fewer than five days each work week by working more hours each work day.
- Column 6: The number of employees on shared jobs where two or more employees share the same job, each working approximately half-time in the case of two employees.
- Column 7: The total number of employees in each agency working on a flexible work schedule. Part-time employees are not pro-rated.
- Columns 8-14: The percentage of employees in each agency on a flexible work schedule per calendar year.

2012 Annual Flex Time Report

As of December 31, 2012, there were **43,764** employees under the Personnel Code; **12,684** employees (**28.98%**) utilized flexible work hours. This total exceeds the goal established by the Personnel Code to allow up to 20 percent of employees to utilize flex hour positions in order to reduce the need for day care of employee's children outside the home.

- **29** agencies reported an increased usage
- **15** agencies reported a decreased usage
- **3** agencies reported no change in usage
- **2** agencies/boards had no flexible hour usage for this reporting period
- **1** agency is first appearing in this report due to its separation from another agency

1 Agency	2 Head Count	3 Flex Hrs	4 Part Time	5 Comp W/Wk	6 Shared Jobs	7 Total Emps.	8-12 % on Flex Time					13	
							2012	2010	2009	2008	2007		2006
							Aging	132	77	4	0		0
Agriculture	337	80	2	50	0	138	40.95%	44.12%	49.86%	49.80%	47.50%	48.50%	
Board of Investments	3	1	0	0	0	1	33.33%	0.00%	0.00%	0.00%	0.00%	0.00%	
Capital Development Bd.	45	42	0	0	0	42	93.33%	59.09%	62.22%	62.00%	45.16%	53.33%	
Central Management	1,345	926	7	71	0	1,004	74.65%	62.66%	62.67%	58.00%	65.68%	55.53%	
Children & Family Services	2,733	644	13	267	2	926	33.88%	30.37%	25.89%	24.00%	21.17%	46.98%	
Civil Service Commission	4	0	0	0	0	0	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Comm. & Econ. Opportunity	376	290	0	0	0	290	77.13%	68.88%	65.76%	63.00%	60.44%	53.13%	
Corrections	10,830	165	0	0	0	165	1.52%	1.32%	2.72%	2.63%	1.43%	2.06%	
Criminal Justice Authority	61	13	3	9	0	25	40.98%	70.77%	74.60%	50.00%	63.33%	38.33%	
Deaf & H.H. Commission	6	2	0	1	0	3	50.00%	28.57%	0.00%	0.00%	0.00%	0.00%	
Ed. Labor Relations Bd.	11	4	0	0	0	4	36.36%	41.67%	58.33%	50.00%	46.15%	28.57%	
Emergency Management	88	57	1	0	0	58	65.91%	62.64%	43.75%	49.50%	53.13%	53.33%	
Employment Security ¹	1,735	412	219	17	0	648	37.35%	39.63%	20.20%	23.50%	38.92%	25.38%	
Environmental Protection	833	230	1	543	0	774	92.92%	91.96%	82.72%	88.00%	82.57%	79.70%	
Financial & Professional Reg.	437	105	3	138	0	246	56.29%	60.51%	59.88%	59.00%	62.47%	60.97%	
Guard/Advocacy Comm.	103	13	2	69	0	84	81.55%	81.25%	87.61%	89.00%	88.50%	87.72%	
Healthcare & Family Services ²	2,103	1,179	9	0	0	1,188	56.49%	58.86%	57.02%	54.00%	55.44%	54.77%	
Historic Preservation	165	8	10	0	0	18	10.91%	29.53%	31.07%	30.00%	30.52%	31.05%	
Human Rights Dept.	136	75	0	13	0	88	64.71%	70.55%	72.67%	76.00%	67.32%	73.28%	
Human Rights Comm.	20	3	0	0	3	6	30.00%	8.70%	8.70%	0.00%	35.29%	33.33%	
Human Services	11,315	2,461	126	299	0	2,886	25.51%	28.44%	28.92%	29.50%	29.90%	30.54%	
IL Arts Council	16	1	1	0	0	2	12.50%	10.53%	11.76%	15.00%	15.79%	33.33%	
IL Commerce Commission	74	17	0	46	0	63	85.14%	72.15%	71.83%	71.20%	71.84%	66.67%	
IL Gaming Bd ³	142	82	0	16	0	98	69.01%	67.86%	69.14%	0.00%	0.00%	0.00%	
IL Racing Bd. ⁴	2	1	0	0	0	1	50.00%	100.00%	33.33%	0.00%	0.00%	0.00%	
IL Workers Comp Commission	153	56	5	4	0	65	42.48%	38.60%	39.31%	32.40%	38.37%	43.68%	
Insurance ⁵	234	56	2	32	0	90	38.46%	57.66%	63.76%	0.00%	0.00%	0.00%	
Juvenile Justice ⁶	1,122	16	0	0	0	16	1.43%	0.16%	0.90%	0.00%	0.00%	0.00%	
Labor	89	54	0	0	5	55	61.80%	56.96%	50.82%	44.00%	35.44%	41.89%	
Local Govt. Law Enf. Trng.	16	9	0	5	0	14	87.50%	88.89%	76.47%	69.00%	75.00%	71.43%	
Lottery ⁷	137	102	0	6	0	108	78.83%	0.00%	0.00%	0.00%	0.00%	0.00%	
Medical District Comm.	1	0	0	0	0	0	0.00%	0.00%	0.00%	0.00%	0.00%	50.00%	
Military Affairs	119	55	0	51	0	106	89.08%	83.87%	84.55%	82.81%	86.32%	72.92%	
Natural Resources	1,172	310	39	0	43	392	33.45%	32.58%	31.19%	29.86%	35.32%	22.92%	
Council on Dev. Dis	9	4	0	0	0	4	44.44%	33.33%	44.44%	36.00%	44.44%	50.00%	
Pollution Control Bd.	21	12	0	3	0	15	71.43%	66.67%	73.68%	76.00%	77.27%	73.08%	
Prisoner Review Bd.	16	4	0	5	0	9	56.25%	55.56%	66.67%	84.20%	78.95%	73.68%	
Property Tax Appeal Bd.	25	13	0	0	12	13	52.00%	68.42%	73.68%	74.00%	78.26%	65.22%	
Public Health	1,044	269	4	481	0	754	72.22%	65.72%	62.78%	60.00%	63.96%	63.22%	
Revenue	1,714	975	15	125	0	1,115	65.05%	64.90%	65.79%	63.00%	77.34%	73.45%	
State Employee Ret. Sys.	91	32	0	8	0	40	43.96%	36.78%	34.94%	31.70%	21.69%	19.51%	
State Fire Marshal	120	72	7	30	0	109	90.83%	91.60%	68.72%	96.00%	70.97%	51.92%	
State/Local Labor Rel. Bd.	17	11	0	0	0	11	64.71%	57.14%	72.22%	68.00%	78.95%	78.95%	
State Police	1,112	420	3	173	6	602	54.14%	49.46%	49.38%	58.00%	49.83%	47.83%	
State Police Merit Bd.	5	1	1	0	0	2	40.00%	40.00%	20.00%	20.00%	20.00%	0.00%	
Transportation	2,176	155	10	26	0	191	8.78%	7.02%	7.47%	6.85%	7.41%	7.07%	
Veterans Affairs	1,319	97	31	16	0	134	10.16%	6.38%	4.72%	2.70%	5.02%	3.69%	
TOTALS	43,764	9,611	518	2,504	71	12,684	28.98%	29.10%	28.36%	28.20%	29.15%	29.47%	

¹ 219 Intermittent Employees are reflected as part-time

⁷ Lottery Separated from Revenue 10/15/11

² Renamed from Public Aid on 7/1/05

³ IL Gaming Bd Created 7/1/09

⁴ IL Racing Bd. Separated from Revenue on 7/1/09

⁵ Separated from Financial and Professional Regulation 7/1/09

⁶ New agency developed from the Juvenile Division of Corrections