

June 16, 2005

AGENDA
ILLINOIS CIVIL SERVICE COMMISSION
JUNE 16, 2005

- I. OPENING OF MEETING AT 9:00 A.M. AT 160 NORTH LASALLE STREET, SUITE S-901, CHICAGO, ILLINOIS

- II. PRESENT

- III. APPROVAL OF MINUTES OF REGULAR MEETING HELD MAY 18, 2005

WILL THE COMMISSION APPROVE THE MINUTES OF THE REGULAR MEETING HELD MAY 18, 2005?

June 16, 2005

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

A. Report on Exempt Positions

<u>Agency</u>	Total <u>Employees</u>	Number of Exempt <u>Positions</u>
Aging.....	158	6
Agriculture	501	17
Arts Council	22	1
Capitol Development Board.....	15	0
Central Management Services.....	1675	119
Children and Family Services	3398	41
Civil Service Commission.....	4	0
Commerce & Econ. Opportunity.....	459	60
Commerce Commission	44	0
Corrections	14,276	116
Criminal Justice Authority	79	5
Deaf and Hard of Hearing Comm.	7	1
Developmental Disabilities Council.....	10	1
Emergency Management Agency.....	110	1
Employment Security	1885	26
Environmental Protect. Agency.....	1090	16
Fin. & Prof. Regulation	801	40
Guardianship and Advocacy	110	6
Historic Preservation Agency.....	333	8
Human Rights Commission.....	11	2
Human Rights Department.....	141	7
Human Services.....	14,954	59
Investment Board	2	1
Labor	73	7
Labor Relations Board Educational.....	15	2
Labor Relations Board Local	1	0
Labor Relations Board State.....	20	2
Law Enforce. Trng. & Standard Bd.....	24	1
Medical District Comm.	2	0
Military Affairs	145	3
Natural Resources	1602	27
Pollution Control Board	26	3
Prisoner Review Board.....	23	0
Property Tax Appeal Board.....	24	2
Public Aid.....	2218	24
Public Health	1122	28
Revenue.....	2036	57
State Fire Marshal	136	8
State Police.....	1498	6
State Police Merit Board	4	1
State Retirement Systems	84	1
Transportation	2815	1
Veterans Affairs	1162	4
Workers Compensation Comm	173	9
TOTALS	53,288	719

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

B. Governing Rule - Jurisdiction B Exemptions

- a) Before a position shall qualify for exemption from Jurisdiction B under Section 4d(3) of the Personnel Code, the position shall be directly responsible to:
 1. The Governor, or
 2. A departmental director or assistant director appointed by the Governor, or
 3. A board or commission appointed by the Governor, or
 4. The head of an agency created by Executive Order, or the director or assistant director of an agency carrying out statutory powers, whose offices are created by the Governor subject to legislative veto under Article V, Section 11, of the Constitution of 1970, which agency head, director, or assistant director may themselves be subject to exemption under Section 4d(3), or
 5. In an agency having a statutory assistant director, a deputy director exercising full line authority under the director for all operating entities of the agency, provided the statutory role of assistant director is vacant or is assigned clearly distinct and separate duties from the deputy director and as a colleague to him, or
 6. A line position organizationally located between the director and/or assistant director and a subordinate statutorily exempt position(s), provided the position proposed for exemption has line authority over the statutory exempt position(s), or
 7. The elected head of an independent agency in the executive, legislative, or judicial branch of government.
- b) If a position meets the above criterion, it must, in addition, be responsible for one or more of the following before it shall be approved as exempt:
 1. Directs programs defined by statute and/or departmental, board, or commission policy or possess significant authority when acting in the capacity of a director of programs to bind the agency.
 2. Makes decisions in exercising principal responsibility for the determination or execution of policy which fix objectives or state the principles to control action toward operating objectives of one or more divisions, such decisions being subject to review or reversal only by the director, assistant director, board or commission.
 3. Participates in the planning and programming of departmental, board, or commission activities, integrating the plans and projections of related divisions, and the scheduling of projected work programs of those agencies.

* * *

June 16, 2005

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

C. Department of Revenue - Proposed Exemption

The following 4d(3) request for exemption was continued at the May 18, 2005 meeting until the June 16, 2005 meeting.

COPY

Dear Director Rumman:

I am proposing the exemption of the following current Senior Public Service Administrator, Opt. 1, as provided in Section 4d(3) of the Personnel Code:

Position Title:	Senior Public Service Administrator
Position Number:	40070-25-00-100-50-01
Division:	Equal Opportunity/Ethics Officer
Incumbent:	Vacant
Supervisor:	Director
Location:	Sangamon County

This position serves as the Agency Equal Employment Opportunity and Agency Ethics Officer and reports directly to me with responsibility for directing and administering policies and procedures affecting agency EEO and Ethics programs for the Agency. This position acts with full authority in speaking on my behalf relative to Equal Employment Opportunity issues and Ethics programs.

The attached CMS-104 and organizational chart will depict the placement and responsibility of this position. If additional information is required, please contact Deborah Tumulty, Chief Personnel Officer, at 782-4708.

END OF COPY

CMS Recommendation

This position meets the reporting criteria of the Commission Rules and considering similarities of the requested position with those of other 4d(3) exempt positions, CMS recommends 4d(3) exemption.

WILL THE COMMISSION GRANT THE REQUEST FOR EXEMPTION FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE FOLLOWING POSITION?

June 16, 2005

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

Position Title: Senior Public Service Administrator
Position Number: 40070-25-00-100-50-01
Division: Equal Opportunity/Ethics Officer
Incumbent: Vacant
Supervisor: Director
Location: Sangamon County

D. Central Management Services - Proposed Exemption

The following recommendation and supporting materials were received from the Director of the Department of Central Management Services.

COPY

Dear Chairman Kolker:

The Department of Central Management Services is requesting 4d(3) policy exemption of the following position:

Position Title: Senior Public Service Administrator - Option 3
Position Number: 40070-37-10-100-00-01
Bureau/Division: Bureau of Communication and Computer Services
Agency Relations Program
Incumbent: Vacant
Supervisor: Deputy Director Bureau of Communication and
Computer Services
Location: Cook County

The rationale for requesting this exemption is supported by the following:

1. The Bureau of Communication and Computer Services (BCCS) Agency Relations Manager reports to the Deputy Director of BCCS who exercises full line authority under the Director and is responsible for performing duties clearly distinct and separate from other Central Management Services Deputy Directors and statutorily appointed Assistant Directors.
2. The Agency Relations Manager exercises principal responsibility for the determination and execution of policies in the development, planning, implementing and administering of the Agency Relations Program which provides for the delivery of effective and cost-efficient information technology and telecommunications customer services for all client state agencies, boards and commissions, the Governor's and Lieutenant Governor's Offices and other governmental entities provided by the consolidated Central Management Services

June 16, 2005

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

(CMS)/Bureau of Communication and Computer Services (BCCS) including the formulation and implementation of policies for Agency Service Level Agreements which fix objectives and state principles to control action towards operating objectives of multiple agencies and other state offices.

3. The Agency Relations Manager possesses significant authority when acting in the capacity of the Deputy Director and the agency in the development of effective partnering relationships between BCCS and the client agencies, in defining and developing Agency Service Level Agreements, in the proactive identification, elimination or minimizing of clients' concerns and issues associated with projects and to solicit and verify feedback on client agencies' satisfaction levels with service and equipment provided, possessing significant authority on behalf of the Deputy Director to bind the agency to a course of action in providing services and soliciting information necessary for the development of work plans and specifications for client agencies' projects which plans, programs, integrates and schedules work projects involving multiple state agencies and other state offices.

As this position meets the reporting criteria as set forth in Section 1.142 Jurisdiction B Exemptions of the 80 Illinois Administrative Code and considering similarities of this requested position with those of other 4d(3) exempted positions in Central Management Services, I recommend 4d(3) exemption.

To facilitate your review, I have enclosed copies of the position description and organization charts. If additional information is required, please contact Larry Plummer in the Bureau of Personnel at (217) 557-0225. Thank you for your consideration of this request.

END OF COPY

WILL THE COMMISSION GRANT THE REQUEST FOR EXEMPTION FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE FOLLOWING POSITION?

Position Title:	Senior Public Service Administrator - Option 3
Position Number:	40070-37-10-100-00-01
Bureau/Division:	Bureau of Communication and Computer Services Agency Relations Program
Incumbent:	Vacant
Supervisor:	Deputy Director Bureau of Communication and Computer Services
Location:	Cook County

June 16, 2005

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

E. **Central Management Services - Proposed Exemption**

The following recommendation and supporting materials were received from the Director of the Department of Central Management Services.

COPY

Dear Chairman Kolker:

The Department of Central Management Services is requesting 4d(3) policy exemption of the following position:

Position Title:	Senior Public Service Administrator - Option 3
Position Number:	40070-37-10-200-00-01
Bureau/Division:	Bureau of Communication and Computer Services Information Technology Division
Incumbent:	Vacant
Supervisor:	Deputy Director Bureau of Communication and Computer Services
Location:	Cook County

The rationale for requesting this exemption is supported by the following:

1. The Bureau of Communication and Computer Services (BCCS) Chief Information Officer reports to the Deputy Director of BCCS who exercises full line authority under the Director and is responsible for performing duties clearly distinct and separate from other Central Management Services Deputy Directors and statutorily appointed Assistant Directors.
2. The Chief Information Officer exercises principal responsibility for the determination and execution of policies in the development, planning, implementing and administering of the Information Technology Division which provides information management/technology systems to multiple state agencies, boards and commissions, the Governor's and Lieutenant Governor's Offices and other governmental entities which fixes objectives and states principles to control action towards operating objectives of multiple agencies and other state offices; formulates and implements policy including those for statewide Infrastructure Services, Risk Management, Common Applications, Enterprise Architecture functions for the overall management and direction of the consolidated Central Management Services (CMS)/Bureau of Communication and Computer Services (BCCS) Information Technology Division.
3. The Chief Information Officer possesses significant authority when acting in the capacity of the Deputy Director and the agency to bind the agency to courses of

June 16, 2005

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

action in providing services to client agencies and offices and to commit and reallocate Division resources to enhance efficiency and services provided on behalf of the agency; coordinates initiatives between CMS and client agencies which plan, program and schedule activities for multiple state agencies and other state offices in developing and implementing technical recommendations and solutions and coordinating multi-agency efforts to respond to specialized situations to meet the short and long range goals of both CMS and all client agencies.

4. This position serves as official agency spokesperson on behalf of the Deputy Director and the agency to all internal and external entities including the Architecture Rationalization Board, Information Technology Board of Advisors, the Information Technology Governance Council and other ad hoc committees on Information Technology Division issues and initiatives and serves as a representative to all client agencies and offices in initiatives to insure convergence towards statewide standardization of information technology systems in consultation with the Information Technology Governance Council.

As this position meets the reporting criteria as set forth in Section 1.142 Jurisdiction B Exemptions of the 80 Illinois Administrative Code and considering similarities of this requested position with those of other 4d(3) exempted positions in Central Management Services, I recommend 4d(3) exemption.

To facilitate your review, I have enclosed copies of the position description and organization charts. If additional information is required, please contact Larry Plummer in the Bureau of Personnel at (217) 557-0225. Thank you for your consideration of this request.

END OF COPY

WILL THE COMMISSION GRANT THE REQUEST FOR EXEMPTION FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE FOLLOWING POSITION?

Position Title:	Senior Public Service Administrator - Option 3
Position Number:	40070-37-10-200-00-01
Bureau/Division:	Bureau of Communication and Computer Services Information Technology Division
Incumbent:	Vacant
Supervisor:	Deputy Director Bureau of Communication and Computer Services
Location:	Cook County

June 16, 2005

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

F. **Department of Public Health - Proposed Exemption**

The following recommendation and supporting materials were received from the Director of the Department of Public Health.

COPY

Dear Director Rumman:

Attached are the clarifications for the following seven Senior Public Service Administrator positions, which serve as top-level managerial Regional Health Officers for the Department of Public Health:

Position Title: Senior Public Service Administrator
Position Number: 40070-20-06-201-00-11
Division: Office of the Director – Regional Health Services
Incumbent: Vacant
Supervisor: Assistant Director of the Department of Public Health
Location: Rockford

Position Title: Senior Public Service Administrator
Position Number: 40070-20-06-202-00-21
Division: Office of the Director – Regional Health Services
Incumbent: Frederick L. Uhliz
Supervisor: Assistant Director of the Department of Public Health
Location: Peoria

Position Title: Senior Public Service Administrator
Position Number: 40070-20-06-204-00-41
Division: Office of the Director – Regional Health Services
Incumbent: John G. Pitzer
Supervisor: Assistant Director of the Department of Public Health
Location: Edwardsville

Position Title: Senior Public Service Administrator
Position Number: 40070-20-06-205-00-51
Division: Office of the Director – Regional Health Services
Incumbent: Vacant
Supervisor: Assistant Director of the Department of Public Health
Location: Marion

June 16, 2005

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

Position Title: Senior Public Service Administrator
Position Number: 40070-20-06-206-00-61
Division: Office of the Director – Regional Health Services
Incumbent: Vacant
Supervisor: Assistant Director of the Department of Public Health
Location: Champaign

Position Title: Senior Public Service Administrator
Position Number: 40070-20-06-207-00-71
Division: Office of the Director – Regional Health Services
Incumbent: Vacant
Supervisor: Assistant Director of the Department of Public Health
Location: Cook

Position Title: Senior Public Service Administrator
Position Number: 40070-20-06-208-00-81
Division: Office of the Director – Regional Health Services
Incumbent: Vacant
Supervisor: Assistant Director of the Department of Public Health
Location: Cook

These positions are vested with major policy responsibilities and responsibility for development in this agency's effort regarding Illinois' regional and community public health. These positions will report to the Assistant Director of Public Health and will work closely with the Director in developing regional health improvement plans to meet diverse needs and implement the Director's vision for the State.

Since these positions are vested with such major policy responsibilities and they are reporting to the Assistant Director, I feel they meet the requirements for exemption. Consequently, I am requesting that they be considered for 4d(3) policy exemption, under Commission Rule 11, Jurisdiction B Exemptions. An overview organizational chart is also included for your review.

END OF COPY

CMS Recommendation

These positions meet the reporting criteria of the Commission Rules and considering such positions are found to have similar authority as 4d(3) exempt Managers of Regional Offices in the Department of Children & Family Services regional offices, I recommend 4d(3) exemption.

June 16, 2005

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

WILL THE COMMISSION GRANT THE REQUEST FOR EXEMPTION FROM JURISDICTION B OF THE PERSONNEL CODE FOR THE FOLLOWING POSITIONS?

Position Title: Senior Public Service Administrator
Position Number: 40070-20-06-201-00-11
Division: Office of the Director – Regional Health Services
Incumbent: Vacant
Supervisor: Assistant Director of the Department of Public Health
Location: Rockford

Position Title: Senior Public Service Administrator
Position Number: 40070-20-06-202-00-21
Division: Office of the Director – Regional Health Services
Incumbent: Frederick L. Uhliz
Supervisor: Assistant Director of the Department of Public Health
Location: Peoria

Position Title: Senior Public Service Administrator
Position Number: 40070-20-06-204-00-41
Division: Office of the Director – Regional Health Services
Incumbent: John G. Pitzer
Supervisor: Assistant Director of the Department of Public Health
Location: Edwardsville

Position Title: Senior Public Service Administrator
Position Number: 40070-20-06-205-00-51
Division: Office of the Director – Regional Health Services
Incumbent: Vacant
Supervisor: Assistant Director of the Department of Public Health
Location: Marion

Position Title: Senior Public Service Administrator
Position Number: 40070-20-06-206-00-61
Division: Office of the Director – Regional Health Services
Incumbent: Vacant
Supervisor: Assistant Director of the Department of Public Health
Location: Champaign

June 16, 2005

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

Position Title: Senior Public Service Administrator
Position Number: 40070-20-06-207-00-71
Division: Office of the Director – Regional Health Services
Incumbent: Vacant
Supervisor: Assistant Director of the Department of Public Health
Location: Cook

Position Title: Senior Public Service Administrator
Position Number: 40070-20-06-208-00-81
Division: Office of the Director – Regional Health Services
Incumbent: Vacant
Supervisor: Assistant Director of the Department of Public Health
Location: Cook

V. MOTION TO GO INTO EXECUTIVE SESSION

PURSUANT TO SUBSECTIONS 2(c)(1), 2(c)(4) and 2(c)(11) OF THE OPEN MEETINGS ACT, WILL THE COMMISSION HOLD AN EXECUTIVE SESSION TO CONSIDER APPEALS FILED WITH THE COMMISSION, LITIGATION AND/OR SPECIFIED EMPLOYMENT MATTERS.

VI. RECONVENE MEETING

June 16, 2005

VII. 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 Department of Central Management Services consecutive non-merit report as of May 31, 2005.

	<u>4/30/05</u>	<u>5/31/05</u>
Agriculture	0	1
Central Management Services	5	6
Children & Family Services	10	10
Comm. & Econ. Opportunity	3	3
Employment Security	1	0
Historic Preservation	6	26
Human Services	4	1
Natural Resources	21	25
Property Tax Appeal Board	1	1
Public Aid	10	11
Public Health	2	2
Revenue	1	1
State Fire Marshal	2	3
State Retirement Systems	2	2
Transportation	<u>7</u>	<u>12</u>
Totals	75	104

VIII. PUBLICLY ANNOUNCED DECISIONS RESULTING FROM APPEAL

- **DISCHARGE**

DA-12-02

Respondent	Elizabeth Biondi	Appeal Date	9/24/01
Agency	DOR	Decision Date	6/3/05
Type of Appeal	Discharge	ALJ	Daniel Stralka
Charge(s)	Violations of DOR Employee Handbook; Conduct Unbecoming.	Recommended Decision	Charges Partially Proven; ALJ Recommends Discharge.

DOES THE COMMISSION CONCUR WITH THE RECOMMENDED DECISION IN THE ABOVE MATTER?

- **DISCHARGE**

DA-31-05

Respondent	Chad I. Lavin	Appeal Date	12/6/04
Agency	DOC	Decision Date	6/6/05
Type of Appeal	Discharge	ALJ	Andrew Barris
Charge(s)	Sexual Discrimination; Harassment; Submitting False Incident Report.	Recommended Decision	Charges Partially Proven; ALJ Recommends Discharge.

DOES THE COMMISSION CONCUR WITH THE RECOMMENDED DECISION IN THE ABOVE MATTER?

- **SUSPENSION**

S-100-04

Respondent	Janine M. Toman	Appeal Date	6/16/04
Agency	CMS	Decision Date	6/6/05
Type of Appeal	Suspension	ALJ	Andrew Barris
Charge(s)	Conduct Unbecoming; Incompetent/Inefficient Performance of Duty; Insubordination.	Recommended Decision	Charges Partially Proven; ALJ Recommends 21 Day Suspension.

DOES THE COMMISSION CONCUR WITH THE RECOMMENDED DECISION IN THE ABOVE MATTER?

VIII. PUBLICLY ANNOUNCED DECISIONS RESULTING FROM APPEAL (continued)

• **LAYOFF**

LA-54-05

Petitioner	Charlene Powers	Appeal Date	1/20/05
Agency	Agriculture	Decision Date	5/23/05
Type of Appeal	Layoff	ALJ	Andrew Barris
Charge(s)	Violation of Personnel Rules.	Proposed Finding	ALJ Finds Violation of Sec. 302.520(b)(1) & (b)(3).

DOES THE COMMISSION CONCUR WITH THE PROPOSED FINDING IN THE ABOVE MATTER?

IX. APPEALS TERMINATED WITHOUT DECISION

• **DISCHARGE**

DA-30-05

Respondent	Curtis W. Gathing	Appeal Date	12/3/04
Agency	DNR	Decision Date	6/7/05
Type of Appeal	Discharge	ALJ	Andrew Barris
Charge(s)	Theft of State Property.	Recommended Decision	Joint Stipulation to Dismiss; ALJ Recommends Dismissal.

DOES THE COMMISSION CONCUR WITH THE RECOMMENDED DECISION IN THE ABOVE MATTER?

• **DISMISSAL**

DA-75-05

Respondent	Kenneth Hamlin	Appeal Date	5/6/05
Agency	DHS	Decision Date	6/7/05
Type of Appeal	Discharge	ALJ	Andrew Barris
Charge(s)	Sleeping on Duty; Failure to Provide Supervision.	Recommended Decision	Appeal Withdrawn; Dismissed Subject to Commission Approval.

DOES THE COMMISSION CONCUR WITH THE RECOMMENDED DECISION IN THE ABOVE MATTER?

June 16, 2005

IX. APPEALS TERMINATED WITHOUT DECISION (continued)

• **DISMISSAL**

AA-17-05

Petitioner	Diana Jo Higgerson	Appeal Date	9/13/04
Agency	DOR	Decision Date	6/7/05
Type of Appeal	Allocation	ALJ	Andrew Barris
Charge(s)	Violation of Personnel Rules	Recommended Decision	Appeal Withdrawn; Dismissed Subject to Commission Approval.

DOES THE COMMISSION CONCUR WITH THE RECOMMENDED DECISION IN THE ABOVE MATTER?

• **DISMISSAL**

RV-80-05

Petitioner	Marcos Deleon	Appeal Date	1/15/05
Agency	DHS	Decision Date	6/7/05
Type of Appeal	Rule Violation	ALJ	Andrew Barris
Charge(s)	Violation of Personnel Rules	Recommended Decision	Default-Failure to Provide Information; Dismissed Subject to Commission Approval.

DOES THE COMMISSION CONCUR WITH THE RECOMMENDED DECISION IN THE ABOVE MATTER?

X. AMENDMENTS IN CLASS SPECIFICATIONS

A. **The following class title was submitted for establishment by the Director of Central Management Services:**

Proposed Position Title

Capital Development Board Account Technician

June 16, 2005

X. AMENDMENTS IN CLASS SPECIFICATIONS (continued)

Classification Analysis

Following a review of Fiscal Specialist 2 positions in the Capital Development Board, it was determined that the work of the positions submitted for review were not exempt from the provisions of the Personnel Code on the basis of technical and engineering work. The work was found to be similar to other positions under the Personnel Code classified in the Account Technician series.

WILL THE COMMISSION APPROVE THE ESTABLISHMENT OF THE FOLLOWING CLASS TITLE TO BE EFFECTIVE JULY 1, 2005?

Capital Development Board Account Technician

B. **The following class title was submitted for establishment by the Director of Central Management Services:**

Proposed Position Title

Capital Development Board Construction Support Analyst

Classification Analysis

Effective September 15, 2003, the Construction Support Analyst class in the Capital Development Board was certified as part of RC-062 bargaining unit. This classification was found to be non-engineering and non-technical in nature and therefore subject to the provisions of the Personnel Code. There were no similar classifications in the RC-062 bargaining unit, which would subsume this work. In order to more clearly identify the classification and work apart from other classifications within the Classification Plan, a new classification has been developed and the title has been particularized to the Capital Development Board Construction Support Analyst.

WILL THE COMMISSION APPROVE THE ESTABLISHMENT OF THE FOLLOWING CLASS TITLE TO BE EFFECTIVE JULY 1, 2005?

Capital Development Board Construction Support Analyst

C. **The following class title was submitted for establishment by the Director of Central Management Services:**

Proposed Position Title

Capital Development Board Media Technician

June 16, 2005

X. AMENDMENTS IN CLASS SPECIFICATIONS (continued)

Classification Analysis

Effective September 15, 2003, the Public Affairs Technician position in the Capital Development Board was certified as part of RC-028 bargaining unit. A determination was made that the duties of the Public Affairs Technician do not qualify as technical or engineering in nature and are thus subject to the Personnel Code.

WILL THE COMMISSION APPROVE THE ESTABLISHMENT OF THE FOLLOWING CLASS TITLE TO BE EFFECTIVE JULY 1, 2005?

Capital Development Board Media Technician

D. **The following class title was submitted for establishment by the Director of Central Management Services:**

Proposed Position Title

Capital Development Board Project Technician

Classification Analysis

Effective September 15, 2003, the classes of Project Technician and senior Project Technician used exclusively in the Capital Development Board were certified as part of RC-062 bargaining unit. The positions in these classifications were found to be non-engineering and non-technical in nature and therefore subject to the provisions of the Personnel Code. Furthermore, no significant differences were found to exist between the duties and responsibilities of the two classes. In order to more clearly identify the classification and work, the two groups of positions have been combined in a new classification, Capital Development Board Project Technician, as there were no similar classifications in this bargaining unit to accommodate this work.

WILL THE COMMISSION APPROVE THE ESTABLISHMENT OF THE FOLLOWING CLASS TITLE TO BE EFFECTIVE JULY 1, 2005?

Capital Development Board Project Technician

E. **The following class titles were submitted for abolishment by the Director of Central Management Services:**

June 16, 2005

X. AMENDMENTS IN CLASS SPECIFICATIONS (continued)

Proposed Position Titles

Elections Specialist 1
Elections Specialist 2
Elections Specialist 3

Classification Analysis

Senate Bill 738 was signed into law as Public Act 93-1091, and became effective immediately, on March 29, 2005. This new law modifies Section 4c(2) of the Personnel Code by adding the State Board of Elections as exempt from Jurisdictions A, B and C of the Personnel Code.

With the positions of the Board no longer subject to the Personnel Code, the three class specifications unique to this agency are no longer required. We therefore request the abolition of the Elections Specialist 1, 2 and 3 classes.

WILL THE COMMISSION APPROVE THE ABOLISHMENT OF THE FOLLOWING CLASS TITLES TO BE EFFECTIVE JULY 1, 2005?

Elections Specialist 1
Elections Specialist 2
Elections Specialist 3

WILL THE COMMISSION DISAPPROVE ANY CLASS SPECIFICATIONS RECEIVED BY THE COMMISSION STAFF NOT CONTAINED IN THIS REPORT TO ALLOW ADEQUATE STUDY?

XI. STAFF REPORT

XII. ANNOUNCEMENT OF NEXT MEETING

Announcement of the next regular meeting to be held on Thursday, July 21, 2005 at 9:00 a.m. in the Commission's Chicago Office.

XIII. MOTION TO ADJOURN