

MINUTES
SECRETARY OF STATE MERIT COMMISSION
April 16, 2008

Upon due and proper notice, the regular meeting of the Secretary of State Merit Commission was held on Wednesday, April 16, 2008 at 11:30 a.m., 630 S. College, Springfield, Illinois.

Present: Michael Masterson, Acting Chairman, Judy Myers, Commissioner, James Taylor, Commissioner, Duane Noland, Commissioner and Raymond J. Watson, Commission staff.

I. APPROVAL OF THE MINUTES OF THE REGULAR MEETING HELD JANUARY 23, 2008

IT WAS MOVED BY COMMISSIONER MYERS, SECONDED BY COMMISSIONER TAYLOR AND THE MOTION UNANIMOUSLY ADOPTED TO APPROVE THE MINUTES OF THE REGULAR MEETING HELD JANUARY 23, 2008.

II. EXECUTIVE SESSION

No Executive Session was held.

III. APPEALS DENIED

On January 24, 2008 the Commission received a discharge appeal from Barbara Hausler, which was dated January 17th and post marked January 18th. Staff investigation found that Ms. Hausler had received her discharge letter on December 27, 2007, but did not file her appeal for 22 days. By letter of January 25, 2008, Ms. Hausler was informed that her appeal was not timely, and therefore must be denied.

IT WAS MOVED BY COMMISSIONER NOLAND, SECONDED BY COMMISSIONER MYERS, AND THE MOTION UNANIMOUSLY ADOPTED TO CONCUR WITH THE STAFF DECISION IN THE ABOVE MATTER.

On February 13, 2008 the Commission received a discharge appeal from Joanne Hohlman, which was dated February 13, 2008. Staff investigation found that Ms. Hohlman is an exempt employee and does not have appeal rights. By letter of February 13, 2008, Ms. Hohlman was informed that her appeal would be denied.

On March 6, 13, 18 and 19, 2008 the Commission received responses from Ms. Hohlman making various arguments but presenting no information to dispute that her position was exempt. By letter of March 12, 2008 the Commission informed

her again that her position was exempt and therefore outside the jurisdiction of the Merit Commission.

IT WAS MOVED BY COMMISSIONER TAYLOR, SECONDED BY COMMISSIONER MYERS AND THE MOTION UNANIMOUSLY ADOPTED TO CONCUR WITH THE STAFF DECISION IN THE ABOVE MATTER.

IV. APPEALS TERMINATED WITHOUT DECISION

Listed below for the record is a summary of appeals in which termination was achieved by action other than formal decision by the Commission staff. All records pertaining to the appeals are a matter of record in the files of the Commission.

<u>Name</u>	<u>Title</u>	<u>Dept.-Div.</u>
Wayne Bell Appeal filed: January 7, 2008 Hearing held: No hearing was held Results: Case dismissed – appeal withdrawn	Public Service Rep	Driver Services

IT WAS MOVED BY COMMISSIONER NOLAND, SECONDED BY COMMISSIONER MYERS, AND THE MOTION UNANIMOUSLY ADOPTD TO CONCUR WITH THE STAFF DECISION IN THE ABOVE MATTER.

Ronald Molinaro Appeal filed: February 11, 2008 Hearing held: No hearing was held Results: Case dismissed- settlement reached	Managerial Assistant III	Vehicle Services
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IT WAS MOVED BY COMMISSIONER NOLAND, SECONDED BY COMMISSIONER TAYLOR, AND THE MOTION UNANIMOUSLY ADOPTED TO CONCUR WITH THE STAFF DECISION IN THE ABOVE MATTER.

V. AMENDMENTS TO CLASS SPECIFICATIONS

No class specifications were received.

IT WAS MOVED BY COMMISSIONER MYERS, SECONDED BY COMMISSIONER NOLAND, AND THE MOTION UNANIMOUSLY ADOPTED TO DISAPPROVE ANY CLASS SPECIFICATIONS THAT

HAVE BEEN RECEIVED BY THE COMMISSION STAFF BUT WERE NOT CONTAINED IN THIS REPORT TO ALLOW ADEQUATE STUDY.

IT WAS MOVED BY COMMISSIONER TAYLOR, SECONDED BY COMMISSIONER NOLAND, AND THE MOTION UNANIMOUSLY ADOPTED TO ADJOURN THIS MEETING OF THE MERIT COMMISSION.