

MINUTES
SECRETARY OF STATE MERIT COMMISSION
October 17, 2007

Upon due and proper notice, the regular meeting of the Secretary of State Merit Commission was held on Wednesday, October 17, 2007 at 11:30 a.m., 630 S. College, Springfield, Illinois.

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

I. APPROVAL OF THE MINUTES OF THE REGULAR MEETING HELD AUGUST 15, 2007

IT WAS MOVED BY COMMISSIONER MYERS, SECONDED BY COMMISSIONER TAYLOR AND THE MOTION UNANIMOUSLY ADOPTED TO APPROVE THE MINUTES OF THE REGULAR MEETING HELD AUGUST 15, 2007.

II. EXECUTIVE SESSION

No Executive Session was held.

III. APPEALS TERMINATED WITHOUT DECISION

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

<u>Name</u>	<u>Title</u>	<u>Dept-Div.</u>
Brenda Kurtz	Account Clerk	Accounting Revenue
Appeal filed: July 24, 2007		
Hearing held: No hearing was held		
Results: Case dismissed – failure to file within time period		

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.

Carlotta M. Brennan Account Clerk Accounting Revenue
Appeal filed: July 24, 2007
Hearing held: No hearing was held
Results: Case dismissed – failure to file within time period

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.

Cindy Spann Account Clerk Accounting Revenue
Appeal filed: July 24, 2007
Hearing held: No hearing was held
Results: Case dismissed – failure to file within time period

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

IV. AMENDMENTS TO CLASS SPECIFICATIONS

IT WAS MOVED BY COMMISSIONER TAYLOR, SECONDED BY COMMISSIONER NOLAND, AND THE MOTION UNANIMOUSLY ADOPTED TO CONFIRM THE FINDINGS OF THE STAFF THAT THE PRECEDING AMENDMENTS ARE FOUND TO BE SATISFACTORY AND GRANT FINAL APPROVAL THERETO.

<u>New Class</u>	<u>Effective Date</u>
Intermittent Motor Vehicle Regulations Technician I	10-18-07
<u>Revised Class</u>	<u>Effective Date</u>
Building Manager	10-18-07

IT WAS MOVED BY COMMISSIONER MYERS, SECONDED BY COMMISSIONER TAYLOR, 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.

V. MATTERS NOTED FOR COMMISSION ATTENTION TO BE RECORDED IN THE MINUTES BUT NOT REQUIRING FORMAL ACTION

Randy Railey

Disposal of Executive Session tapes

VI. APPEAL PENDING DECISION

Discharge

<u>Name</u>	<u>Title</u>	<u>Dept.-Div.</u>
Timothy Johnson	Public Service Representative	Driver Services

Appeal filed: May 8, 2007
Hearing held: July 27, 2007
Recommended Decision: Dismissed for failure to appear

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.

Motion to Clarify

Lisa Flowers	Public Service Representative	Driver Services
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Appeal filed: June 19, 2006
Hearing held: December 8, 2006
Decision dated: February 7, 2007
Motion to Clarify filed: July 2, 2007
Recommended Decision: Motion to Clarify is denied

IT WAS MOVED BY COMMISSIONER NOLAND, SECONDED BY COMMISSIONER TAYLOR AND THE MOTION UNANIMOUSLY ADOPTED TO REMAND THE DECISION BACK TO THE HEARING OFFICER IN THE ABOVE MATTER.

ETHICS PACKETS WERE DISTRIBUTED TO THE COMMISSIONERS.

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