

MINUTES  
SECRETARY OF STATE MERIT COMMISSION  
MARCH 16, 2016  
ROOM 10-400  
100 W. RANDOLPH STREET  
CHICAGO, IL  
11:00 a.m.

Upon due and proper notice, the regular meeting of the Secretary of State Merit Commission was held on Wednesday, March 16, 2016 at 11:00 a.m., in Room 10-400, 100 W. Randolph , Chicago, Illinois.

Present: Michael Masterson, Acting Chairman; Judy Myers, Commissioner; James Taylor, Commissioner, Ed Pacilli, Commissioner; and Janice Beyers, Commission staff.

I. APPROVAL OF THE MINUTES OF THE REGULAR MEETING HELD AUGUST 19, 2015

**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 19, 2015.**

II. EXECUTIVE SESSION

No Executive Session was held

III. AMENDMENT TO CLASS SPECIFICATIONS

**IT WAS MOVED BY COMMISSIONER MYERS, SECONDED BY COMMISSIONER PACILLI AND THE MOTION UNANIMOUSLY ADOPTED TO DISAPPROVE ANY CLASS SPECIFICATIONS THAT HAD BEEN RECEIVED BY THE COMMISSION STAFF BUT WERE NOT CONTAINED IN THIS REPORT TO ALLOW ADQUATE STUDY.**

IV. APPEALS TERMINATED WITHOUT DECISION

Listed below for the record is a summary of an appeal in which termination 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>
Ronda Trader	Motor Carrier Technician	Driver Services
Appeal filed: September 18, 2015		
Hearing held: No hearing held		
Results: Settlement reached - Appeal withdrawn		

**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.**

Carla Fay                                      Public Service Rep                                      Driver Services  
Appeal filed: May 11, 2015  
Hearing held: October 19, 2015  
Results: Settlement reached – Appeal withdrawn

**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.**

V. APPEALS DENIED

On November 23, 2015 the Merit Commission received a letter from Mr. Ronald Berkman expressing his concerns regarding the motorcycle testing. On November 23, 2015 Mr. Berkman was informed that the Merit Commission does not handle these issues and his letter was forwarded to the Department of Driver Services.

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

On February 19, 2016 the Merit Commission received a letter from Mr. Richard Carpenter regarding a decision from the Department of Administrative Hearings. On February 19, 2016 Mr. Carpenter was informed that the Merit Commission does not handle these issues and his letter was forwarded to the Department of Administrative Hearings.

**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.**

VI. APPEALS PENDING DECISION

<u>Name</u>	<u>Title</u>	<u>Department-Division</u>
Joseph Dvorak, Jr. Appeal filed: November 18, 2015 Hearing held: January 26, 2016 Recommended Decision: Employee discharge be upheld	Public Service Representative	Driver Services

**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.**

Christopher Hupp                                      Operations Associate                                      Vehicle Services  
Appeal filed: November 17, 2015  
Hearing held: December 29, 2015

Recommended Decision: Employee be discharged

**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.**

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

Ferdinand P Serpe 10/30/55 – 12/5/15

**IT WAS MOVED BY COMMISSIONER TAYLOR, SECONDED BY COMMISSIONER MYERS AND THE MOTION UNANIMOUSLY ADOPTED THAT THIS MEETING OF THE MERIT COMMISSION BE ADJOURNED.**