

METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO
2017 ANNUAL REPORT
OF THE
CIVIL SERVICE BOARD

The Civil Service Board ("Board") held twelve regular meetings and no special meetings during 2017. Three members serve on the Board. Mr. John S. Kendall served as Chairman from January 1, 2017 through December 31, 2017. Mr. Kendall's term expires January 31, 2020. Ms. Mazie A. Harris served as Vice Chairman from January 1, 2017 through December 31, 2017. Ms. Harris's term expires January 31, 2022. Mr. Donald J. Storino served as Secretary from January 1, 2017 through December 31, 2017. Mr. Storino's term expires January 31, 2018.

At the regular meetings of the Board, 510 requests for leaves of absence were ratified.

During 2017, the District sought the discharge of five employees. Of those five cases, one employee remains on suspension, three employees resigned, and one employee returned to work following a decision by the Board. Details of these cases are as follows:

- The District suspended one employee pending discharge in September 2017. This case is currently pending before the Board.
- The District suspended one employee pending discharge in January 2017. This employee resigned March 23, 2017, and the discharge case was stricken from the Board's Agenda.
- The District suspended one employee pending discharge in May 2017. The Board entered an Agreed Order presented by the parties dismissing this case with prejudice. The discharge case was stricken from the Board's Agenda on July 19, 2017. The employee retired from the District.
- The District suspended one employee pending discharge in November 2017. This employee resigned December 18, 2017, and the discharge case was stricken from the Board's Agenda.
- The District suspended one employee pending discharge in February 2017. This case proceeded to hearing before the Board. In its August 2017 decision, the Board upheld the 30- day suspension and ordered an additional six-month suspension. The employee returned to work on September 11, 2017.

Six discharge cases were carried over from previous years. None of these cases are currently pending. One case settled and included a resignation. In two cases, employees returned to work under stipulation agreements. These two cases were stricken from the Board's Agenda after the terms of the stipulations were met. Two cases were stricken because the employees resigned. In the final case, the Board decided in favor of the District and discharged the employee. Details of these cases are as follows:

- The District suspended one employee pending discharge in December 2015. The District and the employee entered into a settlement agreement, which included the employee's resignation on December 1, 2016. This discharge case was stricken from the Board's Agenda on January 11, 2017.
- The District suspended one employee pending discharge in September 2014. The District and the employee entered into a stipulation agreement, and the employee returned to work on November 21, 2014. In March 2017, this employee satisfied the terms of the stipulation agreement and remains at work.
- The District suspended one employee pending discharge in March 2016. The District and this employee entered into a stipulation agreement and the employee returned to work on

April 13, 2016. In April 2017, the employee satisfied the terms of the stipulation agreement and remains at work.

- The District suspended one employee pending discharge in October 2015. The employee resigned on August 22, 2017, and the discharge case was stricken from the Board's Agenda.
- The District suspended one employee pending discharge in June 2016. The District and this employee entered into a stipulation agreement and the employee returned to work on July 13, 2016. The District again moved to discharge this employee in March 2017, resulting in the employee's April 19, 2017 resignation. The discharge case was subsequently stricken from the Board's Agenda.
- The District suspended one employee pending discharge in May 2016. On November 8, 2017, the Board granted the District's petition to discharge this employee.

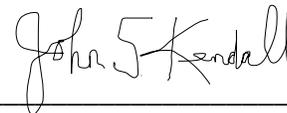
In 2017, employees filed twelve appeals to the Board in which the employees protested some action regarding their employment with the District, pursuant to Illinois Statutes or the Personnel Rules for the Classified Service. Of those twelve appeals, five are currently pending. Three appeals were withdrawn. One appeal was dismissed with prejudice by Agreed Order. One of the appeals was stricken due to the employee's resignation. The Board decided in favor of one appellant and against another. Details of these cases are as follows:

- One employee appealed their removal from the Buyer Promotional Eligible List. This appeal is currently pending before the Board.
- One employee appealed a performance appraisal. This appeal is currently pending before the Board.
- One employee appealed a 1-day suspension. This appeal is currently pending before the Board.
- One employee appealed a 3-day suspension. This appeal is currently pending before the Board.
- One employee appealed a 5-day suspension. This appeal is currently pending before the Board.
- One employee appealed the Stores Specialist classification level. This appeal was withdrawn and stricken from the Board's Agenda in June 2017.
- One employee appealed a denial of a leave of absence request. The appeal was withdrawn and stricken from the Board's Agenda in June 2017.
- Another employee appealed a denial of leave of absence request. This appeal was withdrawn and stricken from the Board's Agenda in August 2017.
- One employee appealed a 30-day suspension pending discharge. After the parties presented an Agreed Order to the Board to dismiss this appeal with prejudice, it was stricken from the Board's Agenda on July 19, 2017. The employee retired from the District.
- Another employee appealed a denial of a leave of absence request. This employee resigned August 31, 2017.
- One employee appealed the Budget and Management Analyst Examination. The Board granted this appeal, resulting in the scoring of the employee's examination and subsequent placement of the employee's name on the Budget and Management Analyst Original Entrance Eligible List.
- One employee appealed a 30-day suspension pending discharge. In its August 2017 decision, the Board denied this appeal by upholding the 30-day suspension and ordering an additional six-month suspension. The employee returned to work on September 11, 2017.

Five appeals to the Board were carried over from previous years. None of these cases are currently pending. One appeal was carried over from 2014, two appeals were carried over from 2015, and two appeals were carried over from 2016. In 2017, the 2014 appeal was withdrawn and stricken, one 2015 appeal was withdrawn and stricken, the other 2015 appeal was granted, one 2016 appeal was stricken, and the other 2016 appeal was dismissed with prejudice pursuant to an agreed order. Details of these cases are as follows:

- One employee appealed a harassment allegation determination in July 2014. The employee withdrew this appeal and it was stricken from the Board's Agenda in April 2017.
- One employee appealed a performance evaluation in January 2015. This employee withdrew the appeal and it was stricken from the Board's Agenda in April 2017.
- One employee appealed a three-day suspension in October 2015. On April 19, 2017, the Board granted this appeal and rescinded the employee's suspension.
- Another employee appealed a performance evaluation in September 2016. The parties presented the Board with an Agreed Order to dismiss this appeal with prejudice, resulting in the appeal case being stricken from the Board's Agenda on July 19, 2017.
- One employee appealed a determination made by the Director of Human Resources related an allegation of harassment. This Board determined it did not have jurisdiction over this appeal, resulting in this appeal being stricken from the Board's Agenda on March 15, 2017.

The District presented to the Civil Service Board for approval, six Amendments to the District's Classification Plan and its Lines of Promotion. There were no Amendments to the Personnel Rules.



John S. Kendall
Chairman