

Civil Service Commission
Report on Plan to Reduce Employee Need for
Day Care Outside the Home
(PA-87-552)

February 1, 2021

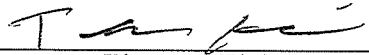
Section 1 (Policy Statement) – It is the policy of the Civil Service Commission to assist employees with their day care needs by utilizing a practice of flexibility in daily scheduling and exploring other operationally feasible options that balance the personal needs of the employee with the operational needs of the Commission.

Section 2 (Implementation) – Thomas Klein, Executive Director, is responsible for implementing the Commission’s plan with the assistance of Sabrina Johnson, Exemption Monitor/Human Resources Manager.

Section 3 (Initiatives) – A flexible schedule is available to all Commission employees on an “as-needed” basis, contingent on the operational needs of the Commission being satisfied.

Section 4 (Utilization) – The current flexible scheduling will continue to be offered to all Commission employees. New programs above and beyond this will be considered as circumstances dictate.

Section 5 (New Programs) – Listed initiatives appear sufficient to meet most needs given the Commission’s experience.



Thomas Klein
Executive Director