



## ILLINOIS STATE POLICE MERIT BOARD

531 Sangamon Avenue East  
Springfield, Illinois 62702

Office # (217) 786-6240  
Fax # (217) 786-0181

February 23, 2021

Betsy Hendricks, Child Care Administrator  
Department of Central Management Services  
401 S. Spring Street  
Stratton Office Building, Room 502  
Springfield, Illinois 62706

RE: Public Act 87-552  
Flexible Work Arrangements

Dear Betsy:

Enclosed you will find our plan of flexible work requirements to reduce employee needs for daycare outside the home.

If you have any questions or need additional information you may contact Merit Board designated Personnel Officer, Emily Fox at (217) 786-6243 or myself at (217) 786-6245.

Sincerely,

ILLINOIS STATE POLICE MERIT BOARD

A handwritten signature in black ink, appearing to read "Jack S. Garcia". The signature is stylized with a large initial "J" and a circular flourish at the end.

JACK S. GARCIA  
EXECUTIVE DIRECTOR



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## SECTION 1

The State Police Merit Board recognizes staff family responsibility requirements and the desire to meet these demands. The Agency encourages employees to request alternative work schedules to reduce an employees' need to hire day care help. Each request is approved by balancing the compelling reasons offered by the employee with the operating needs of the Agency.

## SECTION 2

The Agency designated Personnel Officer is responsible for implementing this policy with final approval resting with the Executive Director.

## SECTION 3

Flexible Schedules:	No employee is on flextime.
Job-sharing:	No employee is involved in job sharing.
Four-day workweek:	No employee works a condensed work week.
Part-time Employment:	No employee has requested part-time employment.

## SECTION 4

The State Police Merit Board will continue its current flexible work schedule program for the next two years and as additional programs are developed we will introduce them.