

ILLINOIS ENDANGERED SPECIES PROTECTION BOARD, SPECIAL COMMITTEE

MINUTES OF THE JULY 2, 2015, SPECIAL COMMITTEE SPECIAL MEETING

JOHN G. SHEDD AQUARIUM; 1200 S. LAKE SHORE DRIVE; CHICAGO, IL

(Approved at the 167th Meeting, August 14, 2015)

SPECIAL COMMITTEE MEMBERS PRESENT: Mr. Vernon LaVia, Mr. James Robinett, Dr. Jeff Walk

SPECIAL COMMITTEE MEMBERS ABSENT: None

BOARD STAFF PRESENT: Ms. Anne Mankowski

OTHERS PRESENT: None

1 Call to order

Ms. Mankowski called the meeting to order at 11:30 A.M. and in lieu of roll call asked Special Committee Members to introduce themselves. She noted there was a quorum and that there were no audience members.

2 Adoption of agenda

Dr. Walk **moved** to adopt the agenda, Mr. LaVia seconded the motion and it was **approved** unanimously.

3 Public comment period (3 minutes per person)

There were no public comments.

4 Review ESPB Executive Director job description and CMS title descriptions

Ms. Mankowski led a review of relevant CMS personnel code title descriptions, examples of the use of those relevant titles at IDNR, and the Board's Executive Director job description and duties and functions of the Board and its staff.

The committee recessed from 12:55 PM to 1:25 PM for a lunch break.

After returning from recess, the Board concluded the job description and title discussion. Dr. Walk **made motion** to recommend that the Board approve correction of the personnel code like-title for the Board's Executive Director from Natural Resource Manager 2 to Natural Resource Manager 3. Mr. Robinett seconded the motion and it was **approved** unanimously.

Ms. Mankowski noted that she would prepare for Board approval an ESPB FY2016 spending plan to confirm necessary FY2016 salary adjustments. She also indicated that she would incorporate the change in the ESPB FY2017 Budget Request she was preparing for Board approval.

5 Closed session (personnel matters – Open Meetings Act exception 2(c)(1))

There was no closed session.

6 Any actions resulting from closed session

There was no closed session and so no actions resulting from closed session.

7 Adjournment

Mr. LaVia **moved** to adjourn, Dr. Walk seconded the motion, and it was **approved** unanimously. The meeting was adjourned at 2:04 P.M.