



STATE OF ILLINOIS  
JB PRITZKER, GOVERNOR  
**PRISONER REVIEW BOARD**  
Craig Findley, Chairman

**MEMORANDUM**

TO: Betsy Hendricks  
Child Care Administrator  
Central Management Services

FROM: Craig Findley *CF*

DATE: January 12, 2021

RE: Public Act 87-552 Reporting

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In Accordance with your requirement on reporting agency's responsibility to reduce the need for day care, the following is submitted following your format:

1. The Prisoner Review Board established personalized schedules to accommodate and reduce the need for out-of-home childcare for its employees. This policy was implemented January 1, 1993 and remains in force.
2. Agency management staff and Board Chairman constructed the policy, with approval from AFSCME and DCMS Personnel Division.
3. The personalized schedule consists of several different flextime schedules. The flextime schedules range from 7:00 a.m. to 3:30 p.m. and 8:30 a.m. to 5:00 p.m. The agency also offers its employees a nine-day work schedule. The employee works an eight and one half-hour day with one day off, plus one short afternoon within every two-week period.
4. The agency offers a wide range of work schedules; 44% of its work force has chosen the nine-day schedule; 17% utilize flextime and the remaining 39% work the regular schedule. To meet each employee's needs, the agency offers a chance to change their schedule every January 1<sup>st</sup>. No major problems have arisen due to the agency's flexibility and the agency plans to continue with current flexible schedules.

Cc: Governor JB Pritzker  
President Harmon  
Leader McConchie  
Leader Durkin  
Secretary of State  
House Journal Room  
Pia Yoswig - Legislative Research Unit  
Mr. Blaine Redemer – Illinois State Library