



# Illinois Department of Insurance

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JB PRITZKER  
Governor

KEVIN FRY  
Acting Director

## MEMORANDUM

**TO:** Betsy Hendricks, Child Care Administrator  
Central Management Services

**FROM:** Kevin Fry, Acting Director  
Department of Insurance

A handwritten signature in black ink, appearing to read "Kevin Fry".

**DATE:** February 19, 2019

**SUBJECT:** Public Act 87-552 Reporting

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This letter is to comply with the provisions of Public Act 87-552 as specified in the memorandum on January 25, 2019, from the Department of Central Management Services.

### Section 1

It is the intention of the Department of Insurance (DOI) to reduce the need for day care of employees' children outside the home to the extent possible within the operational requirements of the Department. To accommodate employees, DOI offers a number of flexible work schedules outside of regular operational hours of 8:00 a.m. to 5:00 p.m. DOI is open to other ways of assisting employee's personal demands and job responsibilities without interrupting the operational needs of the Department.

### Section 2

Catherine Lacey, Acting Human Resources Director for the Department, is responsible for implementing the Department's plan for flexible schedules for the Department.

### Section 3

The Department of Insurance allows employees to request flexible work schedules including flextime and nine (9) day alternative work schedules with a variety of starting and ending times. There are currently 21 different work schedules that DOI employees are working. As of December 31, 2017, there were 228 employees at the Department and 126 or 55% were on a Flextime or Alternative Work Schedule. There are 111 employees on Flexible Work Schedules and twelve (15) employees on the 9/10 Alternative Work Schedules. All employees at the Department are full time employees.

### Section 4

At this time, the Department does not expect to expand on current programs as we have exceeded the goal of 20 % positions available for flextime.