TO: Betsy Hendricks, Child Care Administrator  
Central Management Services Bureau of Personnel

FROM: Jessica Baer, Acting Secretary
Department of Financial and Professional Regulation

DATE: February 4, 2019

SUBJECT: Public Act 87-552 Reporting/Day Care

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

Section 1

It is the intention of the Department of Financial and Professional Regulation (DFPR) to reduce the need for day care of employees’ children outside the home to the extent possible within the operating requirements of DFPR. To accommodate employees, DFPR offers several flexible time arrangements, including a variety of flexible schedules and job sharing. DFPR is open to other ways of assisting employees’ personal demands and job responsibilities without interrupting the operational needs of DFPR.

Section 2

With the assistance of DFPR Human Resources and Labor Relations staff, Section Supervisors and Division Directors are responsible for implementing their staff’s flexible schedule plans based off their respective operating needs.
Section 3

DFPR allows employees to request flexible work schedules, other than the official work hours of 8:30 a.m. – 5:00 p.m., including: part-time employment, job sharing, and flextime with a variety of starting and ending times. There are approximately 423 employees of the agency, of which a total of 254 (60.05%) are on some type of flexible schedule (136 are on flexible schedule, another 81 are on an alternative work schedule, 2 are part-time employees, and 35 are contractual/temporarily appointed).

Section 4

Currently, the Department does not expect to expand on current programs.

cc: General Assembly