**Section 1230.220 Mediation/Arbitration Roster**

a) The Board shall establish an Illinois Public Employees Mediation/Arbitration Roster and shall make its services available for mediation, fact-finding, interest arbitration, grievance arbitration, and grievance mediation. The Roster shall list qualified mediators, fact-finders, interest arbitrators, and grievance arbitrators. A person may be qualified in more than one category.

b) Appointment to the Roster shall be based upon a majority vote of the members of the Board, after application by the individual. The application shall be on a form developed by the Board.

c) In making appointments to the Roster, the Board shall consider such factors as experience and training, membership on other recognized mediation or arbitration panels, education, prior published awards, current advocacy in employment relations matters, letters of recommendation supporting the application, and any other relevant material supplied by the applicant or requested by the Board. Individuals appointed to the Roster shall be residents of the State of Illinois. The members of the Public Employees Mediation/Arbitration Roster are persons who are on the labor arbitration panels of either the American Arbitration Association or the Federal Mediation and Conciliation Service or who are members of the National Academy of Arbitrators.

d) Individuals appointed to the Roster shall file with the Board a brief biographical sketch, a concise resume of their experience relevant to the position for which they are listed and a fee schedule. Whenever an individual is selected to serve in a case, that individual shall not charge a fee greater than that listed in the fee schedule an individual has filed with the Board. A minimum of 30 days notice shall be given to the Board for changes in fee schedules.

e) Requests for panels from the Roster shall be submitted on a form developed by the Board and shall include:

1) The name, address, telephone number and affiliation, if any, of the parties submitting the request;

2) The name, address and telephone number of the parties' representatives;

3) The type of service requested; and

4) A brief description of the nature of the dispute, including unresolved issues, to the extent known.

f) Whenever the Board provides the parties with a panel selected from the Roster, the Board shall provide copies of the biographical sketches and fee schedules of the panelists.

g) The parties may jointly request that panels submitted to them contain or omit specific individuals. No party may unilaterally make such a request.

h) Individuals listed on the Roster shall abide by the Code of Professional Responsibility for Arbitrators of Labor-Management Disputes, as amended, effective May 29, 1985, and adopted by the National Academy of Arbitrators and the American Arbitration Association, and shall take the constitutional affirmation of office. This incorporation by reference does not contain any further amendments.

(Source: Amended at 27 Ill. Reg. 7456, effective May 1, 2003)