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OFFICE OF THE INDEPENDENT INSPECTOR GENERAL

PATRICK M. BLANCHARD
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March 15, 2016

Honorable Toni Preckwinkle
President
Cook County Board of Commissioners
118 N. Clark Street, 5th Floor
Chicago, Illinois 60602

Patrick M. Blanchard
Inspector General
Office of the Independent Inspector General
69 W. Washington Street, Suite 1160
Chicago, Illinois 60602

Mary Robinson
Compliance Administrator
Office of the Compliance Administrator
69 W. Washington Street, Suite 840
Chicago, Illinois 60602

Re: OIIG Employment Plan Officer's March 2016 Semi-Annual Report

Dear President Preckwinkle, Inspector General Blanchard and Ms. Robinson:

This is the sixth Semi-Annual Report issued pursuant to the Employment Plan for the Office of the Independent Inspector General (OIIG) that was filed with the United States District Court for the Northern District of Illinois on May 8, 2013. This report details my activities as the OIIG Employment Plan Officer during the previous six months. These activities consisted primarily of posting required information on the OIIG's website, training OIIG personnel regarding the Employment Plan and related issues, and taking other action required by the OIIG Employment Plan.

Postings on OIIG's Website

In addition to containing the OIIG Employment Plan and related information, the OIIG's website was updated to include Quarterly Employment Action Reports for the office for the third and fourth quarters of 2015. These reports list the total number of hires, promotions, transfers and terminations involving OIIG employees for each quarter, including: (1) the number and type of each such employment action; (2) the dates of each employment action; (3) the title of the position; and (4) whether such employment action was pursuant to a posted or emergency hire.

Training

The OIIG Employment Plan requires various types of training for OIIG employees and supervisors as well as for employees who participate in the hiring process. During this reporting

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period, I monitored the completion of the annual online Employment Plan training program by all members of our office. I also monitored the completion of the online Employment Plan training program by two new employees hired by our office during this reporting period. In addition, I supervised training for new members of our Application Validation and Review Panel and Interview Panel who will participate in our future hiring sequences.

Complaints

During this reporting period, I received one inquiry regarding the OIIG hiring process but no complaints alleging violations of the Employment Plan. As no violations of the OIIG Employment Plan have been found at this time, this Semi-Annual Report does not contain any recommendations for remedial or corrective action.

Recommendations for Employment

During this reporting period, the OIIG received seven letters of recommendation for candidates seeking employment with our office. Consistent with our protocol, recommendation letters are forwarded to our Unlawful Political Discrimination Unit for a determination as to whether the recommendations were based on personal knowledge of the applicant's work, skill, experience or other job-related qualifications (which is permitted under the Employment Plan) as opposed to political reasons or factors. All of the recommendations letters received in this reporting period were found to be in compliance with the Employment Plan.

Other Activity

In addition to regular monitoring of activities within the office to ensure compliance with the terms of the OIIG Employment Plan, I have worked with OIIG employees to answer questions regarding Employment Plan issues.

Quarterly reports listing the total number of hires, promotions, transfers and terminations involving OIIG employees during the first and second quarters of 2016 will be issued in April and July 2016 respectively. The next Semi-Annual Employment Plan Report will be issued in September 2016.

Copies of all Semi-Annual Employment Plan Reports are posted on the OIIG's website as required by the OIIG Employment Plan. Should you have any questions, please do not hesitate to contact me.

Very truly yours,



Steven E. Cyranoski
OIIG Employment Plan Officer

cc: Laura Lechowicz Felicione, Special Legal Counsel, Office of the President
Matthew Pryor, Counsel to the Compliance Administrator