

UNIVERSITY OF ILLINOIS

URBANA-CHAMPAIGN • CHICAGO • SPRINGFIELD

June 9, 2015

Charles A Barth


Re: FOIA #15-440

Dear Mr. Barth:

I write to respond to your Freedom of Information request dated and received in my office on May 26, 2015, in which you requested:

“copies of public records that describe the following items:

1. Summary of the process that was utilized to determine the reduction of health system employees by 250 full time employee positions at UIC Health in the summer of 2014, as referenced in the July 31, 2014 communication by the Interim Vice President of Health Affairs.
2. Summary documentation showing how many positions, titles, grade levels, were eliminated due to the economic downsizing of the health system in 2014?
3. Copy of the UIC Civil Service Position Elimination Procedures.
4. Copy of the completed UIC Human Resources Request for Civil Service Position Elimination for my position (Charles Barth), Chief Accountant, Mile Square Health Center. Include the updated organizational charts, budgetary/operational justification for eliminating the position, how the duties were reassigned and why this position was chosen.
5. The number of additional Health System employees that were terminated/eliminated as a result of the 2014 economic downsizing and in what departments?
6. What was the cost savings to the UIC Health System as a result of this downsizing?
7. How many of the terminated/downsized employees were identified to have erroneous overpayments due to payroll error?
8. Summarize the number of revised W-2 issued in 2012, 2013 and 2014 due to payroll errors.
9. Copies of the amended quarterly (941's) filed due to payroll errors in the respective years.

Office for University Relations

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10. What is the policy for determining erroneous payroll overpayment amounts and by whom?
11. What is the policy for resolving overpayments due to payroll errors?
12. How many erroneous payroll overpayments have been recouped for 2012, 2013 and 2014?
13. How many former employees have been turned over to the collections department due to erroneous payroll department errors?
14. How many erroneous payroll overpayments were written off in 2012, 2013, and 2014?"

Documents responsive to point 1-3 of your request are available and attached. These are public documents numbering 30 pages. In response to point 1, we are attaching the civil service elimination policy effective August 16, 2014 that was utilized to determine the strategies to reduce expenses at UI Health, as well as the workforce planning power point. For point 2 of your request, we are assuming that you are referring to the economic downsizing noted in the July 31st communication and are providing you with a position elimination request form and its attached spreadsheet. If our interpretation of this point of your request is incorrect, please let us know. In response to point 3 of your request, we are providing the current elimination policy effective August 16, 2014, as well as the previous policy dated September 1, 2013, which was in effect until the revised policy was implemented.

Should you wish to inspect or receive a physical copy of these documents, please call Melanie Kuehn at the phone number below and she will provide you with all necessary details.

Regarding point 4 of your request, the UIC Human Resources Request Form for Civil Service Position Elimination and the associated documents (i.e., organizational charts, budgetary/operational justification for eliminating the position, how the duties were reassigned and why this position was chosen) were not in effect prior to August 16, 2014 and therefore, were not generated for the chief accountant position.

In regards to point 5 of your request, assuming that you are referring to economic downsizing noted in the July 31st communication, all employees were reassigned or reallocated to other positions, if available and if the employee met the minimum qualification. There were no additional health system employees that were terminated or eliminated pursuant to the request that went forth in August 2014 and, therefore, there are no documents responsive to this point of your request.

Finally, we have no documents responsive to points 8 and 9 of your request. For your information, the University's system does not track overpayments due to payroll errors or the reason why W2s are reissued or 941s are amended.

Points 6-7 and 10-14 of your FOIA request are not seeking public documents; instead, you are asking the University to answer questions. In Kenyon v. Garrels, the 4th District Illinois Appellate Court found that "requests for information that did not identify the documents to be produced or made available was not in proper form." 184 Ill. App. 3d 28, 33 (Ill. App. Ct. 4th Dist. 1989). The court went on to say, FOIA "does not compel the agency to provide answers to questions posed by the inquirer." Kenyon, 540 N.E.2d at 13 (citing Krohn v. Department of Justice (D.C. Cir. 1980), 628 F.2d 195).

Since these points of your request are not a request for records, they are not in proper form and, thus, are denied.

You have a right, under the law, to seek a review of this response by the Public Access Counselor (PAC) in the Office of the Attorney General. The PAC may be reached by phone at 217-782-1396, by email to publicaccess@atg.state.il.us, or by postal mail at the Public Access Bureau, 500 S. 2nd Street, Springfield, Illinois 62706. You also have the right to seek judicial review under section 11 of this Act.

If you have questions for our office, please contact 217-333-6400.

Sincerely,

Thomas P. Hardy
Executive Director
and Chief Records Officer