



# Civil Service Employee Council

## Civil Service Employee Council Meeting Agenda August 12, 2025

- I. Call to order
- II. Roll Call
- III. Reading and Approval of Minutes from Last Meeting
- IV. Treasurer Report – Danielle Land
- V. EAC Report – Jacqueline Pointer

### Old Business

- Town Hall
- Memorial Tree/plant service
- Memorial name plaques
- Updated bylaws
- Civil Service Day September 19, 2025 (assignments and food)

### New Business

- Presentation by President Stewart
- Council of Councils Governor State  
27th Annual Council of Councils. Wednesday,  
October 22 - Thursday, October 23, 2025
- Travel authorization forms
- 1<sup>st</sup> VP- Delmika Crenshaw Committee Reports
- 2<sup>nd</sup> VP Kevin Avilez Committee Reports

### VIII. AOB- any other business

### VIII. Adjournment

**Civil Service Employees Council Meeting Minutes**  
**Gwendolyn Brooks Library, Atrium**  
**Tuesday, August 12, 2025**  
**11:00 am – 12:30 pm**

**Present:** Delmika Crenshaw, Bobbie Gardner-Stewart, Sharahn Graves, Turhan Ice, Winona Hannah, Kelvin Avilez, Tangee Jenkins, James Magee, Toni McCoy-Smith

**Absent:** Dr. Aleshia Terry, Jackie Pointer, Danielle Land

*Meeting called to order at 11:16 am by President, Bobbie Stewart*

**Roll Call:** Roll call was conducted by Toni McCoy-Smith, the Secretary

**Reading and Approval of the Minutes:** Minutes were read by Toni McCoy-Smith, the secretary and corrections made by the committee. Tangee's name was corrected, and Aleshia was corrected also, and Kelvin Avilez was added to the Vice president over and what committees he governed.

**Treasurers Report:** The treasurers' report was tabled until the next scheduled meeting.

**EAC Report:** The EAC report was tabled until the next meeting. The CSEC voted to have her submit a monthly report and add updates to website with new information as it becomes available. Also, the president explained to the committee and made clarity of the duties of the EAC representative. The EAC representative asked to remain a committee team member.

### **Old Business**

**Town Hall** – The meeting date and time remains to be determined and will be further discussed at a future meeting. The town Hall will only consist of civil service employees

**Memorial Tree/Plant service** – This topic will be revisited in a future meeting to finalize plans And details.

**Memorial Name Plates** – Deceased Civil Service employees names will be added to the plaque during our annual memorial services. Planning for this event is an ongoing project. It was also stated that 7 civil service employee members died this year.

**Updated By-Laws** – The President, Bobbie Garner-Stewart requested members review the updated By-Laws including the duties of the Vice President and attendance polices of members. She wants suggestions and ideas submitted before the next meeting.

**Civil Service Day** – Civil Service Day is Friday, September 19, 2025, starting at 11:00 am until 5:00 pm. Below you will find Civil Service Timelines. For our Chicago State University Eras program.

## **Civil Service Timelines**

- 1867-1897: Presented by Toni McCoy-Smith
- 1905-1940: Presented by Bobbie Garner-Stewart
- 1965-1968: Presented by Tangee Jenkins
- 1972-1983: Presented by Sharahn Graves
- 1987-1990: Presented by Winona Hannah
- 1995-1999: Presented by Kelvin Avilez
- 2000-2003: Presented by Danielle Land
- 2004-2011: Presented by Turhan Ice
- 2012-2018: Presented by Dr. Aleshia Terry
- 2019-Present: Presented by Delmika Crenshaw

## **Civil Service Day assignments and food**

The president asked Winona Hannah to develop a flyer for Civil Service Day, and she also asked Tangee Jenkins to see if the vendor from last year can assist us with this year's event, the president asked her to submit an invoice upon clarification and confirmation to providing the service to the committee and staff.

## **New Business**

The following items were introduced and discussed:

**Newsletter** Winona stated she does not have any new or updated information for our quarterly newsletter, and it was decided to publish it at a later date has not been established of yet.

## **Travel authorization forms need to be completed for travel to Council of Council**

**Jackets** were presented to the committee by Delmika Crenshaw with order numbers and vendor to purchase. Delmika will research options to add our official emblem to our jackets.

## **Civil Service Employee Council New Hire Brochure**

President Stewart asked the Vice President, Delmika Crenshaw to help develop a brochure for new hires for clear understanding of their rights of what a civil service employee is entitled to.

The meeting was adjourned at 12:38

Motioned by James Magee and second by Sharahn Graves

Respectfully submitted by

*Toni McCoy-Smith*, Civil Service Employee Council, Secretary