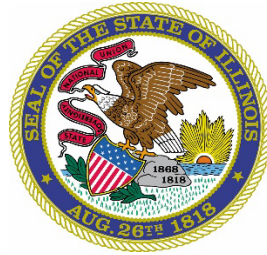


**SENATE**  
David Koehler  
Co-Chair

Omar Aquino  
Donald DeWitte  
Elgie Sims  
Win Stoller  
Dave Syverson

**EXECUTIVE DIRECTOR**  
Clayton Klenke



**State of Illinois**  
**COMMISSION ON GOVERNMENT**  
**FORECASTING AND ACCOUNTABILITY**  
802 Stratton Ofc. Bldg., Springfield, IL 62706  
217/782-5320 Fax: 217/782-3513  
<http://cgfa.ilga.gov>

**HOUSE**  
C. D. Davidsmeyer  
Co-Chair

Sonya Harper  
Elizabeth Hernandez  
Martin McLaughlin  
Anna Moeller  
Joe Sosnowski

**DEPUTY DIRECTOR**  
Laurie Eby

**From:** Commission on Government Forecasting and Accountability

**Date:** January 2024

**Re:** Information Posted Pursuant to the Illinois Freedom of Information Act

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Per the Illinois Freedom of Information Act (5 ILCS 140/), each public body shall prominently display at each of its administrative offices and on its website the following:

- A brief description of itself, including a short summary of its purpose, a block diagram of its functional subdivisions, the total amount of its operating budget, the number and location of all of its separate offices, the approximate number of full and part-time employees, and the identification and membership of any board, commission, committee, or council which operates in an advisory capacity relative to the operation of the public body, or which exercises control over its policies or procedures, or to which the public body is required to report and be answerable for its operations; and
- A brief description of the methods whereby the public may request information and public records, a directory designating the Freedom of Information Officer, the address where requests for public records should be directed, and fees allowable under Section 6 of the Act.

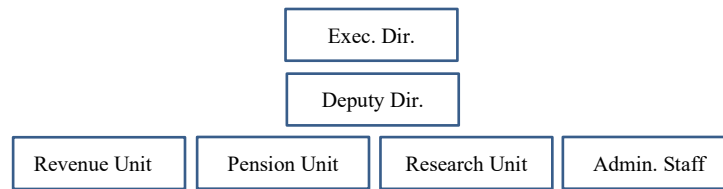
Additionally, the public body shall develop a list of documents or categories of records that the public body shall disclose upon request.

This memorandum contains the aforementioned information that is required per the Illinois Freedom of Information Act.

**Agency Description**

The Commission on Government Forecasting and Accountability is a bipartisan legislative support service agency responsible for advising the Illinois General Assembly on economic and fiscal policy issues and for providing objective policy research for legislators and legislative staffs. The Commission has three internal units—Revenue, Pensions, and Research, each of which has a staff of analysts who analyze policy proposals, legislation, state revenues & expenditures, and benefit programs, and who provide research services to

members and staff of the General Assembly.



### **Governing Board**

The Commission is governed by the Joint Commission on Legislative Support Services (the Speaker of the House, Minority Leader of the House, President of the Senate, and Minority Leader of the Senate) and by the CGFA Board which is comprised of twelve legislators—split evenly between the House and Senate and between Democrats and Republicans. Each legislative leader appoints three members to the board. Current board members are listed below.

Sen. Dave Koehler, Co-Chair (D)  
Sen. Omar Aquino (D)  
Sen. Donald DeWitte (R)  
Sen. Elgie Sims (D)  
Sen. Win Stoller (R)  
Sen. Dave Syverson (R)

Rep. C.D. Davidsmeyer, Co-Chair (R)  
Rep. Sonya Harper (D)  
Rep. Elizabeth Hernandez (D)  
Rep. Martin McLaughlin (R)  
Rep. Anna Moeller (D)  
Rep. Joe Sosnowski (R)

### **Agency Location**

The Commission operates out of a single location. The address is below.

Commission on Government Forecasting and Accountability  
401 S. Spring Street  
802 Stratton Office Building  
Springfield, Illinois 62706  
Phone: 217.782.5320

### **Operating Budget**

The Commission's FY2024 Operating Budget as appropriated in Public Act 103-0006 is \$6,014,600.

### **Agency Staffing**

The Commission employs between 27-30 full-time employees, 1 part-time employee, and between 1 and 4 interns depending on the time of year.

### **Applicable Documents**

Public records not subject to an exemption in the Freedom of Information Act are available upon request. Many public records related to publications or reports are available on the Commission's website (<http://cgfa.ilga.gov>.) Agency expenditure information or State fund information is available on the State Comptroller's website ([www.illinoiscomptroller.gov](http://www.illinoiscomptroller.gov).)

Documents generally available include agency publications; meeting actions and documents; expenditure reports; contracts for services; and personnel data not exempted under the Act.

Documents *not* available include those providing research compiled for members of the General Assembly or legislative staff.

### **Making a Request for Information**

Requests must be made in writing and must be submitted via U.S. mail, personal delivery, or e-mail, and must clearly indicate that the request for information is being made under the Freedom of Information Act.

*Requests should be directed to:*

FOIA Officer  
Commission on Government Forecasting and Accountability  
401 S. Spring Street  
802 Stratton Office Building  
Springfield, Illinois 62706

*Or*

Via e-mail at: [webmastercgfa@ilga.gov](mailto:webmastercgfa@ilga.gov)

The written request must include a specific description of the records being requested and must indicate how you would like to receive the records. You may also request to view the records.

The request need not specify the purpose for the request, unless records are being requested for a *commercial purpose* or unless you are seeking a waiver or reduction of the fee for the records. A *commercial purpose* means the use of any part of a public record or records, or information derived from public records, in any form for sale, resale, or solicitation or advertisement for sales or services. This does not include requests made by news media and non-profit, scientific, or academic organizations when the principal purpose of the request is (1) to access and disseminate information concerning news and current or passing events; (2) for articles of opinion or features of interest to the public; or (3) for the purpose of academic, scientific, or public research or education.

### **Applicable Fees**

Pursuant to Section 6 of the Illinois Freedom of Information Act, a public body may charge the requester a fee to reimburse its actual cost for reproducing and certifying records and for the use, by any person, of the equipment of the public body to copy records. No fees shall be charged for the first 50 pages of black and white, letter or legal sized copies requested. All subsequent pages beginning with page 51 will be charged at .15 cents per page. Additional rates apply for color copies based on the Commission's current contract rate.

Where possible, documents will be provided electronically. If a document is not already maintained electronically by the public body, the public body shall furnish the document

in the format in which it is maintained, or in a paper format at the option of the requester. If the latter option is chosen, applicable fees will apply.

### **Additional Information**

- The Freedom of Information Act does not obligate a public body to maintain or prepare any public record which was not already maintained or prepared by the body.
- Requests made to the Commission on Government Forecasting and Accountability are fulfilled by the FOIA officers/legal counsels for the Joint Committee on Legislative Support Services.
- Information specifically exempted in the Freedom of Information Act (5 ILCS 140/7) is not subject to public disclosure, including, but not limited to, “preliminary drafts, notes, recommendations, memoranda, and other records in which opinions are expressed, or policies or actions are formulated, except that a specific record or relevant portion of a record shall not be exempt when the record is publicly cited and identified by the head of the public body. This exemption extends to all records of officers and agencies of the General Assembly that pertain to the preparation of legislative documents.
- Each public body shall either comply with or deny a request for public records within 5 business days after its receipt of the request, unless the time for response is properly extended. The time for a response may be extended by the public body for an additional 5 days from the original due date if the body needs additional time to collect, examine, and process requested documents. When additional time is required, the body shall notify the requester within 5 business days after receipt of the request.
- Private information such as a person’s social security number, home address, passwords, telephone numbers, license plates, and personal email addresses are exempted from FOIA and all such information will be redacted in any responses where such information was a part.
- Private information subject to the Health Insurance Portability and Accountability Act and which includes medical records and all information, including demographic information contained within or extracted from an electronic medical records system operated or maintained by the public body in compliance with State and federal medical privacy laws and regulations are exempted from FOIA and all such information will be redacted in any responses where such information was a part.
- Additional requirements, permissions, exemptions, fees, and applicable rules and regulations of the Freedom of Information Act can be accessed by reviewing the Act in its entirety [here](#).