State of Illinois
Illinois Department of Central Management Services

STATE OF ILLINOIS
2011

African American Employment Plan

Respectfully submitted to the Illinois General Assembly
February 1, 2011, by Central Management Services

APPENDICES

Appendix 1

HIRING MONITOR

Section I (To be completed by designated agency personnel)

Name of Agency _____ IDHR Region _____

Facility /Unit _____ Candidate's Name _____

Title of Job to be filled _____ Pay Grade _____

Number to be filled _____ Position Number _____

EEO Job Category _____ Employment Date _____

1. Is this EEO Category underutilized? Yes _____ No _____ If yes, by which of the following :

African Americans _____ Hispanics _____ Women _____ Asians _____ Native Americans _____ Disabled ____

2. Indicate:
   - Sex of person selected _____
   - Race of person selected _____
   - Veteran or non-Veteran _____
   - Disability, if any _____

3. Number of individuals who applied or were on the list of eligible(s) _____

_____ were African American _____ invited, _____ interviewed, _____ selected

_____ were Hispanic, _____ invited, _____ interviewed, _____ selected

_____ were Women, _____ invited, _____ interviewed, _____ selected

_____ were Asian, _____ invited, _____ interviewed, _____ selected

_____ were Native American, _____ invited, _____ interviewed, _____ selected

_____ were Veterans, _____ invited, _____ interviewed, _____ selected

_____ were Disabled, _____ invited, _____ interviewed, _____ selected

_____ were Undefined, _____ invited, _____ interviewed, _____ selected

4. If no candidates from any of the underutilized groups appeared on the list, what efforts were made in the last six months to assist in the recruitment of candidates?

5. If the category is underutilized and a member of an affirmative action group applied and was not hired give a detailed explanation for the hiring decision.

6. Was the position posted? Yes_____ No_____

7. Name and position of person(s) who interviewed candidates.

8. Name and position of person(s) who recommended the selection of the candidate.

Section II (To be signed by agency EEO/AA Officer and Chief Executive Officer or their designees)

I have reviewed the eligibility list and concur / do not concur with this hire. Remarks on reverse side.

_____ _____

EEO/AA Officer Date

I approve of this hire.

_____ _____

Chief Executive Officer Date

No appointment will be processed without this form. [DHR Rules and Regulations Section 2520.770(h)]

PROMOTION MONITOR

Section I (To be completed by designated agency personnel)

Name of Agency _____ IDHR Region _____
Facility /Unit _____ Candidate's Name _____
Title of Job to be filled _____ Pay Grade _____
Number to be filled _____ Position Number _____
EEO Job Category _____ Date of Promotion _____

1. Is this EEO Category underutilized? Yes _____ No _____ If yes, by which of the following :
African Americans _____ Hispanics _____ Women _____ Asians _____ Native Americans _____ Disabled*_____

2. Was the position posted? Yes _____ No _____

3. Number of individuals who applied or were on the list of promotable(s) _____

_____ were African American _____ invited, _____ interviewed, _____ selected
_____ were Hispanic, _____ invited, _____ interviewed, _____ selected
_____ were Women, _____ invited, _____ interviewed, _____ selected
_____ were Asian, _____ invited, _____ interviewed, _____ selected
_____ were Native American, _____ invited, _____ interviewed, _____ selected
_____ were Veterans, _____ invited, _____ interviewed, _____ selected
_____ were Disabled, _____ invited, _____ interviewed, _____ selected
_____ were Undefined, _____ invited, _____ interviewed, _____ selected

4. Indicate the sex and race of the person promoted.

5. Did it change the employee's EEO Job Category? Yes _____ No _____

6. If the category is underutilized and a member of an affirmative action group applied and was not promoted, give a detailed explanation.

7. Name and position of person(s) who interviewed candidates.

8. Name and position of person(s) who recommended the selection of the candidate.

Section II (To be signed by agency EEO/AA Officer and Chief Executive Officer or their designees)

I have reviewed the eligibility list and concur / do not concur with this promotion. Remarks on reverse side.

_____ _____
EEO/AA Officer Date

I approve of this promotion.

_____ _____
Chief Executive Officer Date

No appointment will be processed without this form. [DHR Rules and Regulations Section 2520.770(h)]

DHR-20 (Rev 11-09)

*For EEO monitoring purposes.

Appendix 2

CMS

I L L I N O I S Pat Quinn, Governor

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

James P. Sledge, Director

February 1, 2011

Agency Director
Agency Name
Street Address
City, IL Zip Code

Dear (Agency Director):

I am pleased to provide you with a copy of the 2011 State African American Employment Plan which was submitted by the Department of Central Management Services to the General Assembly on February 1 as required by law.

The benefits of having a diverse workforce are many, including enabling agencies to provide better and more inclusive service to Illinois taxpayers and the general public. Therefore, I strongly encourage your agency to continue to build upon your affirmative action and Equal Employment Opportunity goals including emphasis on hiring, training, retention and promotion.

Please feel free to share the Plan with your senior management staff including your HR Director, AA/EEO Officer and Recruitment Manager. The Plan may also be accessed electronically at the CMS Diversity Enrichment Program web page at http://www.work.illinois.gov/diversityenglish.htm.

By working together on this initiative, we can achieve this goal and better serve all residents of our great state. If you have any questions or need additional information, please don't hesitate to contact Joe Ashcraft at 217/524-1075 or Joseph.Ashcraft@illinois.gov .

Sincerely,

James P. Sledge
Director

Attachment

715 Stratton Office Building, 401 South Spring Street, Springfield, IL 62706

Printed on Recycled Paper

Appendix 3

Received by CMS on 2010 OCT 27 P 3:07

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Department on Aging

Name of Individual Completing Survey: Sara Han

Individual's Working Title: Human Resources Administrator

Individual's Phone Number: 785-3347

Individual's Mailing Address: 421 E. Capitol Ave.

Individual's Email Address: sara.han@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

__4__ Officials and Managers

__14__ Professionals

__1__ Technicians

__0__ Protective Service Workers

__0__ Para-Professionals

__1__ Office and Clerical

__0__ Skilled Craft Workers

__0__ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

__34__ Officials and Managers

__87__ Professionals

__14__ Technicians

__0__ Protective Service Workers

__0__ Para-Professionals

__12__ Office and Clerical

__1__ Skilled Craft Workers

__0__ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

148

4. As of June 30, 2010, provide the underutilization for African Americans by category:

   ___0___ Officials and Managers

   ___0___ Professionals

   ___0___ Technicians

   ___0___ Protective Service Workers

   ___0___ Para-Professionals

   ___0___ Office and Clerical

   ___0___ Skilled Craft Workers

   ___0___ Service-Maintenance

   Note: The FY'11 AAP has no underutilization of African American employees in Regions 1 and 7.

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:
   There is no specific budget allocation for the AAEPs. In FY'10, the agency hired 2 Information Services Specialist and 1 Chief Financial Officer (SPSA) positions, all of which were filled with African American employees who work in the agency's Division of Finance & Administration. The current total of 20 African American employees in FY'10 represents an increase of 11% over FY'09.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?
   The Agency completes and circulates its annual Affirmative Action/EEO Plan to Executive and other concerned staff. Accordingly, staff actively utilizes the Plan in administering its complete HR and employee assistance functions, and to help guide its annual hiring and employee professional development and training goals.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):
      In FY'10, the agency has hired 3 African Americans: 2 professionals and 1 manager. The agency will continue to utilize the CMS positing system,

announce vacancies to agencies/organizations throughout the state to increase the diversity of qualified applicants, for all positions.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:
See 7a. The Department is also required to utilize the CMS Upward Mobility List when filling vacancies.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:
It is strictly administered by the Office of Human Resources which is also responsible for the EEO functions. A monitor form is required when completing all new hires and promotions which are sent to CMS for final approval.

d) Recommendations provided by DHR, CMS or the Auditor General:
None.

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:
The agency has met all its AAP goals in FY'10.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.
The number of African American employees increased by 3 positions in FY'10.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.
See the answers to questions 7 through 8 above.

Please attach additional sheets as necessary.

Received by CMS on 2010 OCT 27 P 4: 01

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: IL Department of Agriculture

Name of Individual Completing Survey: Brent Eggleston

Individual's Working Title: Bureau Chief, Human Resources

Individual's Phone Number: 217-785-5099

Individual's Mailing Address: 801 E. Sangamon Avenue, Springfield, IL 62702

Individual's Email Address: brent.eggleston@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

_____ Officials and Managers

___1___ Professionals

___6___ Technicians

_____ Protective Service Workers

___4___ Para-Professionals

___1___ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

___57___ Officials and Managers

___135___ Professionals

___159___ Technicians

___5___ Protective Service Workers

___20___ Para-Professionals

___29___ Office and Clerical

___18___ Skilled Craft Workers

___16___ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

439

4. As of June 30, 2010, provide the underutilization for African Americans by category:

___2____Officials and Managers

___7____Professionals

___6____Technicians

_____ Protective Service Workers

___1____Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs: **NA**

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

The IL Department of Agriculture's EEO/AA Officer participates on all Rutan interview panels to ensure that minority hiring requirements are understood and met, when possible. All administrative staff responsible for hiring and interviewing are trained regarding discrimination prohibitions and Affirmative Action during the Rutan training certification through CMS.

Following the approval of the Affirmative Action Plan, all Senior staff are notified of the agencies underutilization and instructed to address the underutilizations when possible. The Affirmative Action plan is also disseminated to all management staff and available at the front desk for all staff to review.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

The IL Department of Agriculture EEO Officer participates in various job/career fairs at junior colleges, universities and those hosted by other state agencies. Representatives from each Bureau participate in the annual career fair at the Chicago High School for Agricultural Sciences. In August, 2009 IDOA hired a member of the Director's Staff in Cook County. This employee is instrumental in attending numerous career fairs in Northern IL.

In addition, IDOA posts all vacancies on the state of Illinois web-based electronic hiring system as well as IDES sponsored Skills Match website

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

The IL Department of Agriculture participates in the State of Illinois Upward Mobility program. IDOA's review of African American needs is ongoing.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

The EEO Officer participates in the interview process notifying all panel members of the underutilization for the position prior to the interviews being conducted. The EEO officer is also responsible for the completion of all hiring/promotion monitors.

d) Recommendations provided by DHR, CMS or the Auditor General:

Following review of the agency's AA Plan by DHR, IDOA was found to be in compliance with established criteria and may discontinue the training program previously required.

While there are few opportunities to address underutilization, IDOA will continue to attend job fairs as well as post all positions on the websites for all qualified candidates.

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

Recruitment efforts will be directed toward addressing underutilization as outlined in the Affirmative Action Plan.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

Yes, we had three (3) accept jobs outside state government and two (2) retire.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

To increase the number of African American employees in various EEOC categories, IDOA plans to continue recruitment efforts by attending available job fairs as well as ongoing training for appropriate staff regarding underutilization. As of August, 2009, IDOA now has a staff member in Cook County to attend job fairs and represent IDOA in Northern Illinois on a regular basis while the Sangamon County staff will continue to represent the agency south of Cook County.

Prior to all interviews, IDOA EEO Officer will continue to inform the interview panels of the underutilization for the respective positions. We will also continue to post positions on the state of Illinois web-based electronic hiring system as well as IDES/Skills Match website.

Please attach additional sheets as necessary.

Received by CMS on: 52

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

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Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: **Illinois Arts Council**

Name of Individual Completing Survey: **Romie Munoz**

Individual's Working Title: **Director of Administration**

Individual's Phone Number: **312-814-8250**

Individual's Mailing Address: **JRTC/Illinois Arts Council**
100 West Randolph, #10-500
Chicago, IL 60601

Individual's Email Address: **Romie.Munoz@Illinois.gov**

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

___1___ Officials and Managers

___2____ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

___1___ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

___6___ Officials and Managers

___11___ Professionals

_____ Technicians

_____ Protective Service Workers

___1___ Para-Professionals

___1___ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

17 Full-time employees and 2 Part-time employees

_____

4. As of June 30, 2010, provide the underutilization for African Americans by category:
   NONE

   _____ Officials and Managers

   _____ Professionals

   _____ Technicians

   _____ Protective Service Workers

   _____ Para-Professionals

   _____ Office and Clerical

   _____ Skilled Craft Workers

   _____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

   NONE

   The Illinois Arts Council (IAC) does not have a budget allocated for African American Employment Programs. Governor Blagojevich's punitive 30% reductions in FY2008 & FY2009, to the 50% cut in our programs by the legislature and to the 9% and now an additional 3% reserves placed by Governor Quinn's in FY2010. Agency's program funds have been decimated and the staff has been reduced by 10%. FY2011 budget is the same as FY2010. More reserves are anticipated.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

   It is the responsibility of the Director of Administration who is also the Personnel Manager and EEO Officer to comply with the mandates of the newly African American Employment Plan. In addition, by receiving memos from the Executive Director, the Dept. of CMS Bureau of Personnel, Division of Statewide Services and the Department of Human Rights.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

When a vacancy occurs: (OMB not approving to hire)

-Post with CMS vacant positions.
-Contact CMS Diversity Enrichment Program for potential candidates
-Contact Universities for Student Interns
-Contact the CMS Examining and Testing for candidates
-Reviewing the EEO/AA Plan along with the EEO/AA Quarterly Reports submitted to the Dept. of Human Rights.
-On the Open Competitive List, seek out Black Candidates.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

Encouraging the bargaining unit employees to take advantage of the Upward Mobility Program that CMS has to offer. Employees have taken training to enhance their IT skills (Excel, Word).

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

The Director of Administration/Personnel Manager has submitted the mandatory Hiring and Promotional Monitor to the Department of CMS along with the proper paperwork when a position has been filled. CMS will not accept the paperwork submitted without the proper documents needed in order to process the paperwork.

d) Recommendations provided by DHR, CMS or the Auditor General:

Memo's and emails from DHR and CMS to all agencies indicating to complete the mandatory Hiring and Promotional monitors when completing the paperwork for submittal to CMS Personnel.

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

By submitting Quarterly Reports to DHR.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

No

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

As mentioned prior, our budget was drastically cut. FY2010 budget was $7.5 million. We have lost over 60% of our budget within the last 3 years. This fiscal year our budget stayed the same as FY2010. Once again, this drop will be very negative for our constituents and will be greatly affected by this change which includes Individuals and African American organizations that receive funding from our agency.

Please attach additional sheets as necessary.

Received by CMS on _10/21/10___

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

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RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
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Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: **Capital Development Board**_____

Name of Individual Completing Survey: **Emily Montgomery**_____

Individual's Working Title: **Administrator, Personnel** _____

Individual's Phone Number: **(217) 782-7222**_____

Individual's Mailing Address: **401 South Spring Street, 3rd Floor Stratton Building Springfield, Illinois 62706**_____

Individual's Email Address:**emily.montgomery@illinois.gov**_____

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

___2____ Officials and Managers

___8____ Professionals

_____ Technicians

_____ Protective Service Workers

___3____ Para-Professionals

___2___ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

___14____ Officials and Managers

___72____ Professionals

____1___ Technicians

___0____ Protective Service Workers

___31____ Para-Professionals

___3____ Office and Clerical

___0____ Skilled Craft Workers

__0_____ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

_121_____

4. As of June 30, 2010, provide the underutilization for African Americans by category:

_____ Officials and Managers

_____ Professionals

_____ Technicians

_____ Protective Service Workers

___2____ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:
CDB does not have specific budget allocations for African American Employment Programs.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?
The Personnel Unit advises management/Senior Staff of underutilization status quarterly and during the hiring process. We have had extremely low turn over and have few opportunities to hire/promote/recruit and new employees.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

When appropriate, CDB will continue to utilize various minority outreach programs in order to reach out to eligible candidates.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:
The Capital Development Board has money allocated specifically for the training and development of all employees. Reasonable Training Requests are approved and paid for by the agency. Code employees are also eligible to participate in the Upward mobility Program offered by CMS.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:
Hiring Monitors are completed when we hire/promote employees

d) Recommendations provided by DHR, CMS or the Auditor General:

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.
If allowed to increase our staff, CDB will strive to find qualified and eligible African American applicants for our positions.

Please attach additional sheets as necessary.

Received by CMS on _10/29/10____

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

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ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Central Management Services

Name of Individual Completing Survey: Fred V. Stewart, II

Individual's Working Title: EEO/AA Officer

Individual's Phone Number: (217) 558-6713

Individual's Mailing Address: 401 S. Spring St, Room 720, Springfield, IL 62706

Individual's Email Address: fred.stewart@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

__29__ Officials and Managers

__52__ Professionals

__20__ Technicians

__1__ Protective Service Workers

__11__ Para-Professionals

__5__ Office and Clerical

__8__ Skilled Craft Workers

__23__ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

__43__ Officials and Managers

__426__ Professionals

__78__ Technicians

__527__ Protective Service Workers

__6__ Para-Professionals

__128__ Office and Clerical

__190__ Skilled Craft Workers

__122__ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

__1,500__

4. As of June 30, 2010, provide the underutilization for African Americans by category:

___4___ Officials and Managers

___0___ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

_____ Office and Clerical

___1___ Skilled Craft Workers

_____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:
No. However, any costs are absorbed by the Diversity Enrichment Program.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?
The EEO/AA Officer sends the quarterly Underutilization Summary by Region to the Division/Bureau Chiefs, as well as Shared Services keeping them informed of the areas in which we need to hire African Americans as well as other minorities.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):
   In addition to recruiting, we attend job fairs. Additionally, the EEO/AA Officer sends the quarterly Underutilization Summary by Region to Division/Bureau Chiefs, as well as Shared Services keeping them all informed of the areas in which we need to hire African Americans as well as other minorities.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:
The Upward Mobility Plan is available for assisting employees in getting a promotion, as well as the tuition assistance program, when funds are available.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:
The EEO/AA Officer requests promotional and eligibility lists for all hiring and promotional monitors with the exception of the RUTAN exempt hires and promotions. Meetings with Shared Services have occurred regarding hires and promotions.

d) Recommendations provided by DHR, CMS or the Auditor General:
None

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:
CMS is cognizant of it's African American underutilizations. We are working to reduce the underutilizations.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.
At the end of FY 2009, we had an underutilization of 6 African Americans. At the end of FY 2010, that underutilization was at 5.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.
CMS will continue to send job postings to IAMG and the Springfield Urban League as they occur. We will also continue to attend job fairs in minority areas within budgetary constraints.

Ashcraft, Joseph

From: Stewart, Fred
Sent: Monday, November 01, 2010 10:10 AM
To: Ashcraft, Joseph
Cc: Luna, Ray; Griffin, Chris; Shuck, Jeff
Subject: RE: African American Employment Plan

Good eye Joe. Section 1 should be corrected to reflect that we had an underutilization of 4 in the Officials and Managers, 0 for Professionals and 1 for Skilled Craft Workers.

Thanks,

Fred V. Stewart, II
Central Management Services
EEO/AA Officer
720 Stratton Office Building
Springfield, IL 62706
(217) 558-6713
(217) 558-2697 (fax)

From: Ashcraft, Joseph
Sent: Monday, November 01, 2010 9:08 AM
To: Stewart, Fred
Cc: Luna, Ray; Griffin, Chris; Shuck, Jeff
Subject: RE: African American Employment Plan

Fred, in Item # 4, you show that CMS has a total of 7 underutilized individuals, but your second comment in Item # 8, you say that at the end of FY 10, that underutilization was at 5. Should one of these items be changed?

Joseph Ashcraft, Division Manager
CMS Bureau of Personnel/Division of Statewide Services
503 Stratton Building
Springfield, IL 62706
Phone: 217/524-1075
Fax: 217/558-4497

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From: Stewart, Fred
Sent: Friday, October 29, 2010 2:01 PM
To: Ashcraft, Joseph; Luna, Ray
Cc: Griffin, Chris; Shuck, Jeff
Subject: African American Employment Plan

Attached is the State of the African American Employment Plan.

Received by CMS on _10/29/10_____

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Illinois Department of Children and Family Services

Name of Individual Completing Survey: Michelle Jackson

Individual's Working Title: Deputy Director Human Resources

Individual's Phone Number: 312.814.0027

Individual's Mailing Address: 100 W. Randolph, 6th Floor, Chicago, IL 60601

Individual's Email Address: michelle.d.jackson@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

255 Officials and Managers

775 Professionals

13 Technicians

0 Protective Service Workers

72 Para-Professionals

125 Office and Clerical

0 Skilled Craft Workers

8 Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

63 Officials and Managers

_____ Professionals

_____ Technicians

0 Protective Service Workers

_____ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

3103

4. As of June 30, 2010, provide the underutilization for African Americans by category:

_1_____ Officials and Managers

_____ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

_No, our agency does not provide specific budget allocations for African American_____ Employment Programs._____

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

__DCFS has established a Diversity Committee which meets on a monthly basis to address agency issues and topics dealing with hiring, recruiting and complying with various mandates, regulations, etc. as it relates to the agency's staffing needs and population. The Diversity Committee consists of representatives from Human Resources (specifically responsible for selection, recruiting, and interviewing), Office of African American Affairs, and the various units within the Office of Affirmative Action. In addition, DCFS conducts annual training of the agency's personnel liaisons on topics of hiring, interviewing, recruitment and Human Resources compliance items. Prior to concluding a new hire to DCFS, the personnel liaisons are required to complete the New Hire Monitor Form which addresses the agency's compliance with hiring requirements._____

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of an African American Employment Recruitment Plan):

The agency maintains a selection and recruitment unit within the Office of Employee Services (OES). This unit is charged with recruitment for all titles employed by DCFS, and has made a concerted effort in African American recruitment. Due to fiscal restrictions and vacancies within the unit, onsite events were limited during this fiscal year.

However, the unit was able to concentrate its efforts in areas of the state with high levels of vacancies, and on the agency's underutilized populations through such events as university and career job fairs.

In addition to onsite activities, the DCFS through the Office of Employee Services conducts recruitment through electronic venues. OES made use of a variety of electronic recruitment efforts. The following are examples of some of the electronic venues utilized by DCFS recruitment: on-going listing of DCFS employment opportunities through university web sites; email distribution of all posting notices of DCFS vacancies to Illinois public universities; utilization of newspaper website and newsletters advertising of specified vacancies; developing and maintaining EMPLOYMENT OPPORTUNITY link on DCFS website which offers direct link into CMS posting site; development and maintaining a DCFS EMPLOYMENT Mail box (email address utilized by individuals with questions regarding employment opportunities, specific vacancies, requirements for positions, how to apply for grade, how to protest grades, what regions of state have vacancies, differences between posting titles and which agencies used which titles, etc.

DCFS also utilizes the more traditional recruitment method of distribution of recruitment information. This is accomplished through the development and use of recruitment literature. The Office of Employee Services provided recruitment materials to all offices /units such as Office of Latino Services, Latino Consortium, Communications, Office of African-American Services and Office of Communications conducting recruitment efforts/activities at public events.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

Retention of skilled employees is fundamental to the success of any agency. Program goals: to reduce the overall agency-wide

underutilization of African American employees in each of the EEO categories through an aggressive targeted recruitment program; to conduct training sessions for managers, supervisors and staff; workshops are conducted throughout the Department; and the Department's Office of African American Affairs is active in African American recruitment.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

The Deputy of the Office of Affirmative Action met with Executive Staff as a group as well as on an individual basis in order to apprise them of their affirmative action goals and ask each one to develop a plan in order to address their specific areas of underutilization.

d) Recommendations provided by DHR, CMS or the Auditor General:
N/A

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:
N/A

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.
N/A

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

The agency will designate recruitment staff in the Office of Employee Services to participate in recruitment activities throughout Illinois, specifically in region 7. These activities will include: Small Colleges Placement Organizations of Illinois, University of Illinois, University of Chicago, Loyola University, Northeastern

Illinois University, Governor's State University, Eastern Illinois University, CMS Job Fairs (specifically those that target African American communities), Veteran Job Fairs, Illinois Association of Minorities in Government Conferences, etc.

Please attach additional sheets as necessary.

Received by CMS on 2010 OCT 28 P 2:52

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Civil Service Commission (CSC)

Name of Individual Completing Survey: Andrew Barris

Individual's Working Title: Assistant Executive Director

Individual's Phone Number: 217 782-7373

Individual's Mailing Address: 400 W. Monroe, Suite 306, Spfld, IL 62704

Individual's Email Address: andrew.barris@illinois.gov.

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

__—__ Officials and Managers

__—__ Professionals

__—__ Technicians

__—__ Protective Service Workers

__—__ Para-Professionals

__—__ Office and Clerical

__—__ Skilled Craft Workers

__—__ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

__2__ Officials and Managers

__1__ Professionals

_____ Technicians

_____ Protective Service Workers

__1__ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

4

4. As of June 30, 2010, provide the underutilization for African Americans by category:

N/A Officials and Managers

N/A Professionals

N/A Technicians

N/A Protective Service Workers

N/A Para-Professionals

N/A Office and Clerical

N/A Skilled Craft Workers

N/A Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

No See attachment

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

The CSC does not discriminate on the basis of religion, race, national origin, sex, age, handicap or any other non-merit factor in providing employment opportunities. Due to the size of agency, the CSC has no formal plan for recruiting. Furthermore, budget constraints and operational limitations dictate that the current size of CSC (4 employees) will not increase at any time in the immediate future.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

See attachment

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

See attachment

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

See attachment

d) Recommendations provided by DHR, CMS or the Auditor General:

see attachment

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

See attachment

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

See attachment

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

See attachment

Please attach additional sheets as necessary.

STATE AFRICAN AMERICAN EMPLOYMENT PLAN

The CSC does not discriminate on the basis of religion, race, national origin, sex, age, handicap or any other non-merit factor in providing employment opportunities. Due to the size of the agency, the Commission has no formal plan for recruiting employees. Furthermore, budget constraints and operational limitations dictate that the current size of the agency (4 employees) will not increase at any time in the immediate future.

Received by CMS on __10/28/10____

State African American Employment Plan
Survey 2011

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: __Illinois Department of Commerce and Economic Opportunity (DCEO)____

Name of Individual Completing Survey: _____Victoria Dawn Benn_____

Individual's Working Title: ___Agency-wide EO Compliance/Education & Training Mgr._

Individual's Phone Number: __217/524-2997 (Voice) or 217/558-6971 (Fax)_____

Individual's Mailing Address: Director's Office/EOMC (Ridgely Building) _500 East Monroe Street, 8th Flr., Springfield, IL., 62701

Individual's Email Address:_____Victoria.Benn@illinois.gov_____

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

___19__ Officials and Managers

___33__ Professionals

___0___ Technicians

___N/A_ Protective Service Workers

___5___ Para-Professionals

___2___ Office and Clerical

___0___ Skilled Craft Workers

___0___ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

_206___ Officials and Managers

_278___ Professionals

__4____ Technicians

__N/A__ Protective Service Workers

__10___ Para-Professionals

__18___ Officials and Clerical

__1____ Skilled Craft Workers

__2____ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

<u>440.0 employees, which includes 2 – Comptroller's Office; 11.0 LOA; and 0 – part-time</u>

4. As of June 30, 2010, provide the underutilization for African Americans by category:

___0___ Officials and Managers

___1___ Professionals (located in Sangamon County – 084)

___0___ Technicians

__N/A_ Protective Service Workers

___0___ Para-Professionals

___0___ Office and Clerical

___0__ Skilled Craft Workers

___0__ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:
N/A_____

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

When DCEO's Office of Human Resources staff notifies the Office of Equal Opportunity Monitoring & Compliance (EOMC) that vacancies have occurred in underutilized or utilized areas, the DCEO Office of EOMC immediately sends out a written notice to the Acting Deputy Director of Human Resources and their staff as well as the respective hiring authority reminding them of their EO/AA and Executive Order #15 (1999) obligations to adhere to such laws; and

All staff within the Office of Human Resources as well as DCEO's Agency-wide EO Compliance/Education and Training Manager attend monthly agency personnel managers' meetings and training sessions sponsored by CMS and IDHR to become aware of any/all legislative mandates affecting the recruitment, employment and promotion of highly qualified African-Americans; and

DCEO's Acting Deputy Director of Human Resources provides periodic updates to the Director regarding DCEO's responsibility to attract, hire or promote highly qualified African-Americans to the workforce; and

The Director meets regularly with the Acting Deputy Director of HR and the Deputy Director of Equal Opportunity Monitoring and Compliance to strategize our efforts to increase the number of highly qualified African-Americans at DCEO as well as meet the AA goals.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

The Director places great emphasis on hiring/promoting highly qualified African-American applicants and employees within management and professional level positions within the Department and monitors Agency goals through frequent inquiry and discussion with the Acting Deputy Director of Human Resources and the Deputy Director of Equal Opportunity Monitoring and Compliance (EOMC).

DCEO's Deputy Director for the Office of EOMC and the Agency-wide EO Compliance and Education/Training Manager maintain excellent business relations with internal and external recruitment sources such as: local churches; Various Local and State Officials of African-American descent who have offices throughout the State of Illinois; Minority and Women Owned Businesses within Illinois; the Division Manager of the CMS Bureau of Personnel/Division of Statewide Services; a Representative from the CMS Chicago Diversity Enrichment Program; A Representative from the Chicago Urban League Workforce Development and Diversity Center; A Representative from the University of Illinois at Chicago Career Placement Division; Malcolm X College Career Center; State agency EEO Managers; the Manager of the CMS Veterans Outreach Program; the Illinois Federation of Business and Professional Women; Blacks in Government; the Executive Director of the Illinois Association of Minorities in Government (IAMG); President of the Illinois Association of Hispanic State Employees (IAHSE) [whereby some of the members voluntarily disclose their bi-racial African-American ancestry]; a Liaison from the Illinois Dept. of Human Rights; Central and Southern Illinois Higher Educational Institutions; the Springfield Urban League; the Springfield NAACP; the Springfield Black Chamber of Commerce; the Illinois Committee on Black Concerns in Higher Education; the Southern Illinois University/Office of Human Resources and the statewide IDES

Employment and Training Centers to apprise these employment sources of current vacancies within DCEO as well as our attempts to identify future employment/career fairs which may be scheduled in areas that are predominately located in African-American communities.

DCEO maintains a close relationship with the following community outreach partners:

- Corey Foster, Liaison for African-American Affairs at the Office of the Governor
- The Honorable State Representative La Shawn K. Ford of the 8th Legislative District
- Jonathan Lackland, Executive Director, Illinois Association of Minorities in Government (IAMG)
- Martha Lopez, President, Illinois Association of Hispanic State Employees (IAHSE);
- Susan Allen, Compliance Liaison, Illinois Department of Human Rights
- Olga Iniquez, State Coordinator, State Hispanic Employment/Bilingual Plan Survey
- Chris Griffin and Barb McDonald, Managers, CMS Diversity Enrichment Program
- Mac McKelvey, Manager, CMS Veteran's Outreach Program
- Tina Crawley, Chicago Urban League Workforce Development and Diversity Center
- State Agency EEO Managers
- Atty. Archie Lawrence, President, Springfield Chapter of the National Association for the Advancement of Colored People (NAACP)
- Nina Harris, President/CEO, Springfield Urban League
- Geoffrey Obrzut, Chief Executive Officer, Illinois Community College Board (ICCB);
- Debra McCoy, Manager, City of Carbondale/Office of Human Resources
- Jaci DeBrun, Manager, CMS/ SD Program
- Dan Dickerson, Manager, DHS/Disability Recruitment Program
- Career Placement/Office of Diversity at the University of Illinois at Chicago and Springfield; Robert Morris University; Benedictine University; Springfield College in Illinois; Lincoln Land Community College; Malcolm X College; Southern Illinois University/Carbondale
- Employment and training facilities that are identified by our Bureau of Workforce Development and located in predominately African-American communities.

DCEO participates in statewide employment/career fairs sponsored by universities, community colleges, trade associations and annual conferences affiliated with statewide professional minority organizations as well as employment events scheduled by members of the Illinois General Assembly when our budget permits. DCEO was represented at the following Career/Job Fairs, statewide conferences and special events:

22nd Annual Illinois Association of Hispanic State Employees (IAHSE) Training Conference, September 25, 2009, Chicago, Illinois

2010 Springfield Collegiate Career Fair sponsored by the University of Illinois, Benedictine University, Robert Morris University and Lincoln Land Community College, February 18, 2010, Springfield, Illinois

22nd Annual Illinois Association of Minorities in Government (IAMG) State of the State Training Conference, March 4 – 5, 2010, Effingham, Illinois

DCEO was invited and participated at a special event sponsored by the United States Department of Labor (U.S. DOL), Veterans Employment and Training Service (VETS), the Office of Contract Compliance Programs (OFCCP), the State of Illinois Department of Employment Security and the Illinois Chamber of Commerce designed to assist veterans seek employment within the public and private sectors. The event was held at the Illinois National Guard – 183rd Air Guard Wing, Springfield, Illinois

State Representative La Shawn K. Ford, 8th Legislative District, the Chicago Urban League and the Illinois Department of Central Management Services (CMS) sponsored a Diversity Career Fair at Malcolm X College on June 23, 2010, Chicago, Illinois

DCEO's Agency-wide EO Compliance/Education and Training Manager outreached to local area churches, community-based organizations, advocacy groups, statewide minority professional organizations, staff from the CMS Diversity Enrichment Program, other state agency Equal Opportunity/ Recruitment Managers, the Illinois Department of Human Rights and the CMS SD/DHS Disability Recruitment Programs.

The Department tracks the response rate of applicants who complete a CMS employment/promotional application, submits a resume to the Department and obtains a CMS grade of "A" for various position titles which the Department utilizes.

The Department maintains recruitment files compiled with lists of highly qualified individuals, including African-American applicants and employees, interested in working for or advancing within the Department. As positions become available, they are referred to the Office of Human Resources.

Supervisors who are directly involved in the selection process are requested to contact the Department's Agency-wide EO Compliance/Education and Training Manager, prior to the interview, to identify any outstanding underutilized areas when considering the hire or promotion of highly qualified African-American applicants for state service.

The Office of Human Resources as well as the Office of Equal Opportunity Monitoring & Compliance assists applicants by mail, telephone, in person, the Internet and e-mail in order to better understand the CMS employment process and to help them access, complete and submit an employment or promotional application.

DCEO's Agency-wide EO Compliance/Education and Training Manager also identifies and refers highly qualified internal African-American employees to DCEO management staff for consideration when promotional opportunities arise.

As a result the Department hired:

One (1) highly qualified African-American Woman Official/Manager in the DCEO Chicago Office of Urban Assistance

One (1) highly qualified African-American Male Professional in the DCEO Chicago Office of Workforce Development

One (1) highly qualified African-American Male Professional in the DCEO Chicago Office of Accountability

Two (2) highly qualified African-American Male Professionals in the DCEO Chicago Office of Energy Assistance

One (1) highly qualified African-American Woman Professional in the DCEO Chicago Office of Energy Assistance

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

DCEO not only emphasizes recruitment and hiring, but also places great importance on training, education, and promotional needs for African-American employees so they have an opportunity to take advantage of career advancement opportunities within the Department. DCEO offers a Tuition Reimbursement Program; Upward Mobility Program; Professional Development Training/Education Programs; and a variety of Computer Training Programs to all eligible employees.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

Per Section 2520.770 (h) of the Human Rights Rules and Regulations this law requires agencies to use hiring and promotion monitors whenever personnel transactions occur. As stated in the rules: "No hire or promotion commitment shall be made until the agency EO Manager or designee has reviewed and

signed the monitor indicating approval of the transaction. In all transactions, the agency Director or designee shall sign and date the monitor, indicating approval. All staff within DCEO's Office of Human Resources has been made aware of this law when they attend the monthly personnel managers meetings sponsored by CMS. And the DCEO Office of EOMC reminds HR on a periodic basis of this mandate.

d) Recommendations provided by DHR, CMS or the Auditor General:

N/A

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

2010 African-American employee summary:	**2011 African-American employee summary:**
17 – Official/Managers	19 – Official/Managers
32 – Professionals	33 – Professionals
5 – Para-Professionals	5 – Para Professionals
3 - Office/Clerical	2 – Office/Clerical
0 – Skilled Craft Worker	0 – Skilled Craft Worker

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

During FY10 the following African-American staff chose to voluntary retire from state service; Three (3) African-American Women Professionals and One (1) African-American Male Professional in Region 1/Cook County. During that same period the Department hired – Two (2) highly qualified African-American Women in the Official/Manager EEO job category located in the DCEO Chicago Office of Urban Assistance and the Foreign Trade Office; One (1) highly qualified African-American Male Professional in the DCEO Chicago Office of Workforce Development, One (1) highly qualified African-American Male Professional in the DCEO Chicago Office of Accountability, Two (2) highly qualified African-American Male Professionals and One (1) highly qualified Woman Professional in the DCEO Chicago Office of Energy Assistance.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

The Department encourages all DCEO employees, including our African-American staff, to contact DCEO's Office of Human Resources to identify vacant position titles. DCEO African-American employees are also requested to access our Portal II system on the Intranet to identify current vacancies as they occur. DCEO encourages all staff to contact friends and family members who are interested in state service, by accessing the new CMS electronic employment system at http://work.illinois.gov/. Interested parties should complete a CMS employment or promotional application, and apply for specific state position(s) based upon their educational skills or work experience. African-American applicants with disabilities should contact the CMS/SD Program Coordinator or the DHS/ Disability Recruitment Program Coordinator. And African-American veterans should contact the CMS/Veteran's Outreach Program Coordinator.

Please attach additional sheets as necessary.

Received by CMS on 10/19/10

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Illinois Commerce Commission

Name of Individual Completing Survey: Leigh Ann Myers

Individual's Working Title: Human Resources Manager

Individual's Phone Number: 217-785-1407

Individual's Mailing Address: 527 E. Capitol Ave., Springfield, IL 62701

Individual's Email Address: lmyers@icc.illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

   3 Officials and Managers

   17 Professionals

   0 Technicians

   1 Protective Service Workers

   3 Para-Professionals

   0 Office and Clerical

   0 Skilled Craft Workers

   0 Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

   50 Officials and Managers

   193 Professionals

   0 Technicians

   9 Protective Service Workers

   12 Para-Professionals

   3 Office and Clerical

   2 Skilled Craft Workers

   0 Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

   269

4. As of June 30, 2010, provide the underutilization for African Americans by category:

   0 Officials and Managers

   1 Professionals

   0 Technicians

   0 Protective Service Workers

   0 Para-Professionals

   0 Office and Clerical

   0 Skilled Craft Workers

   0 Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

   There is no specific budget allocation for African American Employment. The money used to fund these positions is part of the Illinois Commerce Commission's overall budget allocation.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

   All recruitment, interviewing, and hiring is done with the assistance of the Human Resources Office, which is where the EEO Officer is located. This allows us the opportunity to make sure that filling our vacant positions comply with all mandates.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

      Our efforts to recruit African professionals currently include sending all of our postings directly to relevant African American professional

associations who will publicize our vacancies at no charge. College recruitment efforts go beyond posting positions with the college career services offices to include notification of African American student organizations in order to solicit applications from their current and alumni membership. Further participation from these professional associations and student organizations often can be achieved through sponsorships.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

c)

The ICC publicizes free training programs offered by CMS and other state agencies. The tuition reimbursement program and AFSCME's Upward Mobility Program are available to our African American employees. Additionally, several of our African American employees participate in the Illinois Association of Minorities in Government conference each year.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

All Hiring and Promotion monitors are completed by the appropriate Human Resource staff member at the completion of the interview process.

d) Recommendations provided by DHR, CMS or the Auditor General:

No such recommendations have been received.

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

The Commission is committed to hiring diverse employees in all EEOC categories.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

Yes: the Illinois Commerce Commission hired 2 African American Professionals during the past year and promoted 1 African American from a Professional position to an Official/Manager position.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

Consistent participation in minority career fairs is highly desirable, if funds for registrations and travel are available. Being able to bring African American professionals on board though internship or co-op programs would greatly improve the ICC's chances of recruiting them on a permanent basis, if funding and headcount for future positions were also available. We are exploring the possibility of publicizing our vacancies through the Illinois Association of Minorities in Government website.

Please attach additional sheets as necessary.

Received by CMS on _10/25/10___

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: _____Illinois Department of Corrections_____

Name of Individual Completing Survey: _____Karey Wanless
_____

Individual's Working Title: ____PSA Personnel_____

Individual's Phone Number: ____217-558-2200 Ext 5010_____

Individual's Mailing Address: _____1301 Concordia Court Springfield, Il 62794_____

Individual's Email Address:_____Karey.Wanless@DOC.Illinois.gov_____

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

   ___68___ Officials and Managers

   __281___ Professionals

   ___89___ Technicians

   __906___ Protective Service Workers

   ___10___ Para-Professionals

   ___33___ Office and Clerical

   ___7___ Skilled Craft Workers

   ___47___ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

   ___354_ Officials and Managers

   _1,424__ Professionals

   ___393__ Technicians

   _7,584__ Protective Service Workers

   ___171__ Para-Professionals

   ___304__ Office and Clerical

   ___308__ Skilled Craft Workers

   ___686__ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

   11,224

4. As of June 30, 2010, provide the underutilization for African Americans by category:

   0 Officials and Managers

   5 Professionals

   4 Technicians

   22 Protective Service Workers

   4 Para-Professionals

   3 Office and Clerical

   4 Skilled Craft Workers

   11 Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

   N/A

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

   Recruiters participate in job fairs and recruitment activities that target African Americans and are sponsored by educational institutions, organizations and governmental entities. Recruiters are also trained to focus on underutilization in targeted areas.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

Attending African American conferences, recruitment fairs; and providing IDOC's Affirmative Action Plan for the state African American Employment Plan

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

Staff opportunities for promotion exist within negotiated Contractual Filling of Vacancies language. The Upward Mobility Program is also available and encouraged within the Department of Corrections for career advancement.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

With each recommendation for hire, promotion, or transfer across geographical regions or job category, a Hiring and Promotional Monitor is submitted and approved by the agency EEO Officer prior to any commitments being made to fill the position.

d) Recommendations provided by DHR, CMS or the Auditor General:

To continue to hire and promote African Americans to reach parity in the underutilized categories.

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

Based on our underutilization numbers, a focus was made during the hiring of correctional cadets to target African American candidates.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

The underutilization of African Americans was reduced by 16 from the prior year by targeted hiring.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

The Department of Corrections continues to monitor and track hiring goals. Where there are underutilizations noted, the agency attempts to meet those needs whenever possible.

Please attach additional sheets as necessary.

Received by CMS on _10/28/10___

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
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Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Illinois Criminal Justice Information Authority

Name of Individual Completing Survey: Edith Feliciano

Individual's Working Title: Associate HR Director

Individual's Phone Number: (312) 793-8950

Individual's Mailing Address: 300 W. Adams – Suite 200 – Chicago, IL 60606

Individual's Email Address: Edith.Feliciano@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

___2___ Officials and Managers

___6___ Professionals

___1___ Technicians

_____ Protective Service Workers

_____ Para-Professionals

___1___ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

___2___ Officials and Managers

__14___ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

_____68_____

4. As of June 30, 2010, provide the underutilization for African Americans by category:

___0___ Officials and Managers

___0___ Professionals

___0___ Technicians

___0___ Protective Service Workers

___0___ Para-Professionals

___0___ Office and Clerical

___0___ Skilled Craft Workers

___0___ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:
We did not have a budget allocation on any employment program. We are presently are at parity in minority hires.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?
Provide new supervisors with training concerning EEO Laws.
Keep communication open so supervisors and administrative staff know about our goals of hiring more African American.
Notify relevant recruitment sources of potential vacancies

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

Send posting and other job information to colleges and African American Associations.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

This agency does not specifically work with the public.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

Informing the staff of the hiring and promotional monitors and making the staff fill it out so that they know why and how the agency is pushing to hire African American employees.

d) Recommendations provided by DHR, CMS or the Auditor General:

N/A

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

We are currently at parity and make every effort to employee qualify minorities.

Our vacancies were posted on the statewide posting and information was sent to IAMG.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

There has been an increase of two professional hire this year – B/M and B/F veteran's.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

The agency is doing the necessary needs to help increase the number of African American on the workforce. We will notify African American Associations and colleges when there are vacancies available.

Please attach additional sheets as necessary.

Received by CMS on 2010-OCT-18 A 7:34

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

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ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Illinois Deaf and Hard of Hearing Commission

Name of Individual Completing Survey: Tonia R. Bogener

Individual's Working Title: Legal Counsel/EEO Officer

Individual's Phone Number: 217/557-4493

Individual's Mailing Address: 1630 S. Sixth Street, Springfield, IL 62703

Individual's Email Address: tonia.bogener@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

___0___ Officials and Managers

___0___ Professionals

_____ Technicians

_____ Protective Service Workers

___0___ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

___4___ Officials and Managers

___2___ Professionals

_____ Technicians

_____ Protective Service Workers

___1___ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

_____7_____

4. As of June 30, 2010, provide the underutilization for African Americans by category:

_____ Officials and Managers

_____ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

****Agency was not required to calculate underutilization since each EEO job category contained less than five (5) employees.**

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

None. See additional comments attached hereto

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

The appropriate staff has been advised of the requirements of the African American Employment Plan. To ensure compliance, the agency interviews all applicants on the CMS eligible list. As stated above, IDHHC post all vacancies with the Chicago Land Black Deaf Advocates.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

In addition to posting on CMS system, all job vacancies are posted to various deaf and disability organizations. Included among these posting is the Chicago Land Black Deaf Advocates. When vacancies exist, IDHHC uses all forums available to recruit new employees including deaf events such as Deaf Nation, and ADA Celebrations.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

None. Due to the agency's limited headcount, no special internal employment programs are formed. However, all employees have direct access to the Personnel Manager, EEO Officer and Director to express any concerns. Additionally, the Personnel Manager posts all job vacancies to a variety of disability and deaf organizations including the Chicago Land Black Deaf Advocates.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

The EEO Office and Personnel Manager coordinate the completion of the hiring and promotion monitors. The Personnel Manager has added both to the required paperwork checklist utilized for new employees and promotion.

d) Recommendations provided by DHR, CMS or the Auditor General:

None.

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

No positions were filled in FY 10. However, IDHHC has two (2) African American Commissioners and an African American Licensure Board Member.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

None

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

Continue seeking qualified applicants from a variety of sources including those specific to African American individuals.

Please attach additional sheets as necessary.

* The Illinois Deaf and Hard of Hearing Commission's primary objective is to ensure all Illinois residents with a hearing loss will enjoy the benefits of a fully accessible society enabling each person to participate in and contribute to all aspects of life. In order to achieve this objective, all positions within the agency are required to be fluent in American Sign Language at a colloquial level. Given the population this agency serves, the requirement of ASL is a necessity. Unfortunately, this requirement substantially limits the number of qualified applicants available when filling vacancies. Nonetheless, the agency is committed to hiring a diversified workforce. When vacancies exist, IDHHC uses all forums available to recruit new employees including deaf events such as Deaf Nation and ADA Celebrations. In addition to CMS, all vacancies are posted to general disability and deaf and hard of hearing organizations throughout the state and nationwide, and specifically to Chicago Land Black Deaf Advocates.

Additionally, IDHHC has two (2) African American Commissioners and an African American Licensure Board Member.

Received by CMS on _10/25/10_____

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

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Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Illinois Council on Developmental Disabilities

Name of Individual Completing Survey: Janinna Hendricks

Individual's Working Title: Fiscal and Operations Director

Individual's Phone Number: (217) 782-9696

Individual's Mailing Address: 830 South Spring, Springfield, IL 62704

Individual's Email Address: Janinna.Hendricks@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

__0__ Officials and Managers

__1__ Professionals

__0__ Technicians

__0__ Protective Service Workers

__1__ Para-Professionals

__1__ Office and Clerical

__0__ Skilled Craft Workers

__0__ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

__9__ Officials and Managers

__2__ Professionals

__0__ Technicians

__0__ Protective Service Workers

__1__ Para-Professionals

__2__ Office and Clerical

__0__ Skilled Craft Workers

__0__ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

9

4. As of June 30, 2010, provide the underutilization for African Americans by category:

__0__ Officials and Managers

__0__ Professionals

__0__ Technicians

__0__ Protective Service Workers

__0__ Para-Professionals

__0__ Office and Clerical

__0__ Skilled Craft Workers

__0__ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:
The Illinois Council on Developmental Disabilities does not have a budget allocation per se for any employment programs due to our small size, with the exception of the activities of the Personnel Officer, which account for approximately 10% of the total job duties of that position (also serving as the Fiscal and Operations Director).

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?
The Council's Personnel Officer is responsible for ensuring that the Council is complying with the African American Employment Plan.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):
   The Council has not undertaken any strategies specifically related to African American employment during the year. The Council has been scheduled for recruitment training from CMS but those trainings have been canceled by CMS due to other training initiatives. The Council is committed to hiring individuals from diverse backgrounds, including people with disabilities.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:
All agency employees are encouraged to participate in personal development trainings and activities. The agency organizes agency-wide training for all employees.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:
The Council's Personnel Officer is responsible for ensuring that the Hiring and Promotion Monitors are completed correctly and signed by the appropriate people.

d) Recommendations provided by DHR, CMS or the Auditor General:
The Council has received no recommendations from any of the above listed entities.

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:
The Council is committed to hiring individuals from diverse backgrounds, including people with disabilities. The one vacancy that was filled in FY10 was a promotional transfer from another agency.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.
No

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.
The Council looks forward to working with CMS Personnel's Diversity Outreach staff in the future to effectively recruit and hire a diverse staff team. This includes African Americans as well as individuals from other minority groups, including people with disabilities.

Please attach additional sheets as necessary.

Received by CMS on 10/27/10

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

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Bureau of Personnel/Division of Statewide Services
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Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Illinois Emergency Management Agency

Name of Individual Completing Survey: Miguel Calderon

Individual's Working Title: Labor Relations Administrator

Individual's Phone Number: 217-782-3184

Individual's Mailing Address: 1035 Outer Park Drive, Springfield, Illinois 627004

Individual's Email Address: miguel.calderon@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

___2____ Officials and Managers

___8____ Professionals

_____ Technicians

_____ Protective Service Workers

___1____ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

___43__ Officials and Managers

__139__ Professionals

__10___ Technicians

_____ Protective Service Workers

___14__ Para-Professionals

___9___ Office and Clerical

___2___ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

_____222_____

4. As of June 30, 2010, provide the underutilization for African Americans by category:

___0____ Officials and Managers

___0____ Professionals

___0____ Technicians

___0____ Protective Service Workers

___0____ Para-Professionals

___0____ Office and Clerical

___0____ Skilled Craft Workers

___0____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

_____None_____

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

The agency's EEO/AA Officer oversees related activity.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

The agency notifies groups such as the Urban League, NAACP and IAMG of current vacancies. IEMA also participates in various job fairs at State Universities to increase awareness of the agencies mission and career opportunities.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

The agency participates in the upward mobility program, provides tuition reimbursement to encourage employee development and agency goals and encourages employees to participate in seminars, workshops and professional and society organizational meetings.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

Shared Services and CMS will not process any personnel transactions unless the appropriate monitor is attached.

d) Recommendations provided by DHR, CMS or the Auditor General:
__None

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

___N/A_____

_____

_____

_____

_____

____

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

____No_____

_____

_____

_____

_____

___

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

We will continue to address underutilization issues agency-wide as vacancies occur.

_____

_____

_____

_____

Please attach additional sheets as necessary.

Received by CMS on _10/29/10____

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

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ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Illinois Department of Employment Security

Name of Individual Completing Survey: Carlos R. Charneco

Individual's Working Title: Equal Employment Officer

Individual's Phone Number: 312-793-4714

Individual's Mailing Address: 33 S. State St. 9th Floor

Individual's Email Address: carlos.charneco@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

__103__ Officials and Managers

__477__ Professionals (includes _123_ intermittent employees)

__12__ Technicians

__0__ Protective Service Workers

__23__ Para-Professionals

__31__ Office and Clerical (includes _2_ intermittent employees)

__0__ Skilled Craft Workers

__4__ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

__103__ Officials and Managers

__477__ Professionals (includes _123_ intermittent employees)

__12__ Technicians

__0__ Protective Service Workers

__23__ Para-Professionals

__31__ Office and Clerical (includes _2_ intermittent employees)

__0__ Skilled Craft Workers

__4__ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

2,056 including intermittent employees and leave of absence employees.

4. As of June 30, 2010, provide the underutilization for African Americans by category:

__0____ Officials and Managers

__1____Professionals

__0___ Technicians

__0____ Protective Service Workers

__0____Para-Professionals

__0____ Office and Clerical

__0____ Skilled Craft Workers

__0____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

There is no specific budget for those purposes. It is incorporated into our overall budget request. The IDES EEO Office is found in the Offices of the Director (OD) appropriation division, which also includes the IDES Director's Office, the Board of Review and Human Resource Management. From an expenditure authority perspective, the relevant unit of organization is OD as a whole. The expenditure authority budget packages required by the Illinois General Assembly have EEO performance reports but no specially earmarked EEO expenditure authority budget.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

Periodic meetings with Human Resources staff, Outreach staff and Operations Staff receive reminders on recruitment. Director's reviews EO Human Rights quarterly reports.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

DES recruiting efforts include participation at the annual Illinois Minorities in Government conference, Rainbow PUSH Coalition and Citizenship Education Fund 39th Annual Conference, Email job openings to the Urban League of Peoria, State Representative Ford job fair as well as job fairs organized by congressman Davis and state representative Yarbrough. At the end of fiscal year 2010 DES employed two African American interns and 22 African American Summer workers.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

The Agency informs employees of the availability of Upward Mobility

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

The EEO officer reviews all hiring and promotional monitors. Human Resources staff and EEO staff meet periodically to insure compliance.with CMS rules. EO Officer will review selection of candidates before an appointment has been made. DES incorporated the process within its policy and procedures (P&P 1203) to ensure underutilization of minorities is considered.

d) Recommendations provided by DHR, CMS or the Auditor General:

DES received no recommendations.

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

There were 628 African American employees employed at the end of fiscal year ending 2009 and 648 African American Employees at the end of fiscal year ending 2010.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

There was an increase of 20 African American Employees.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

Continue to promote job opportunities within African American Communities. Send information to Urban League and to the local DES employment offices serving significant number of African Americans.

During fiscal year ending 2011 DES participated in:
Statewide Veterans Job Fair River Oaks Community Church
16931 S. Park Ave. South Holland, IL

Annual Veterans Job Fair River Oaks Community Church 16931 S. Park Ave. South Holland IL

Fall 2010 "Resource and Job Connection Fair"
Malcolm X College 1900 W. Van Buren Chicago, IL

College and Career Expo South Suburban College- Physical Fitness Center
15800 South State Street South Holland, IL

Thompson Group 1st Annual Job Fair and Career Expo
1818 E. 71st St. Chicago IL

Please attach additional sheets as necessary.

Received by CMS on _10/27/10____

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Illinois Environmental Protection Agency

Name of Individual Completing Survey: Jill Johnson

Individual's Working Title: EEO/AA Officer

Individual's Phone Number: 217/785-2911

Individual's Mailing Address: 1021 N. Grand Avenue East Springfield, IL 62702

Individual's Email Address: Jill.Johnson@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

___5____ Officials and Managers

___28___ Professionals

___12___ Technicians

_N/A____ Protective Service Workers

__5_____ Para-Professionals

__8_____ Office and Clerical

____0___ Skilled Craft Workers

_0_____ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

152_____Officials and Managers

654_____ Professionals

65_____Technicians

N/A_____Protective Service Workers

62_____ Para-Professionals

62_____Office and Clerical

2_____ Skilled Craft Workers

5_____ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

_922_____

4. As of June 30, 2010, provide the underutilization for African Americans by category:

   2 Officials and Managers

   12 Professionals

   0 Technicians

   N/A Protective Service Workers

   1 Para-Professionals

   0 Office and Clerical

   0 Skilled Craft Workers

   0 Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:
   The Office of Human Resources was allocated $4,250 for all recruitment activities for FY 10, including activities related to the recruitment of African American employees.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?
   The Office of Human Resources, the Personnel Liaisons of each Bureau, the Director, Deputy Director, Labor Relations Manager and other senior staff are provided copies of the Agency's Affirmative Action Plan which contain information about the underutilization of African Americans and the numeric goals to reduce underutilization.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

EEO/AA Officer works with the Office of Human Resources by sharing underutilization information. In addition to developing a African American Employment Recruitment Plan, the Agency attends a number of diversity fairs and invites all Hispanics on open competitive lists for interviews.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:
Bureaus within the Agency offer training on various topics to all employees. Upward Mobility, CMS and Capital City Center offer classes and training to all employees. The Agency also offers tuition reimbursement and profession certification to all employees.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:
Hiring and Promotion Monitors are completed by the office of Human Resources and reviewed quarterly by the Department of Human Rights.

d) Recommendations provided by DHR, CMS or the Auditor General:

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:
As of June 30, 2010, the Agency has 58 African Americans employed.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

The number of African Americans employed by the Agency decreased by one from FY 09 to FY 10.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

Please attach additional sheets as necessary.

Received 2010 OCT 27 A 10: 43

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

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Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Office of Executive Inspector General (OEIG)

Name of Individual Completing Survey: Wendy Washington

Individual's Working Title: Director of Human Resources

Individual's Phone Number: (312) 814-5716

Individual's Mailing Address: 32 W. Randolph Street, Suite 1900 Chicago, IL 60601

Individual's Email
Address: wendy.washington@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

   6 Officials and Managers

   3 Professionals

   7 Technicians

   _____ Protective Service Workers

   4 Para-Professionals

   3 Office and Clerical

   _____ Skilled Craft Workers

   _____ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

   11 Officials and Managers

   18 Professionals

   23 Technicians

   _____ Protective Service Workers

   9 Para-Professionals

   6 Office and Clerical

   _____ Skilled Craft Workers

   _____ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:
   64 FTE

4. As of June 30, 2010, provide the underutilization for African Americans by category:

   __0____ Officials and Managers

   __0____ Professionals

   __0____ Technicians

   _____ Protective Service Workers

   __0____ Para-Professionals

   __0____ Office and Clerical

   _____ Skilled Craft Workers

   _____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

   N/A. Non-Code Agency.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

   N/A. Non-Code Agency.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

      N/A. Non-Code Agency. The OEIG seeks to have a diversified workforce.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

N/A. Non-Code Agency.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

The EEO Officer reviews for compliance with mandatory requirements.

d) Recommendations provided by DHR, CMS or the Auditor General:

N/A. Non-Code Agency.

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

N/A. Non-Code Agency.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

N/A. Non-Code Agency.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

N/A. Non-Code Agency.

Please attach additional sheets as necessary.

Received by CMS on 2010 OCT 29 P 12:38

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

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ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION

Name of Individual Completing Survey: VIVIAN TOLIVER

Individual's Working Title: PSA-I

Individual's Phone Number: 312-814-1764

Individual's Mailing Address: JAMES R. THOMPSON CENTER, 100 W. RANDOLPH STREET, SUITE 9-300, CHICAGO, IL 60601

Individual's Email Address: vivian.toliver@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

__11__ Officials and Managers

__51__ Professionals

__4__ Technicians

__0__ Protective Service Workers

__4__ Para-Professionals

__8__ Office and Clerical

__0__ Skilled Craft Workers

__1__ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

__146__ Officials and Managers

__317__ Professionals

__16__ Technicians

__0__ Protective Service Workers

__66__ Para-Professionals

__31__ Office and Clerical

__0__ Skilled Craft Workers

__4__ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

__493__

4. As of June 30, 2010, provide the underutilization for African Americans by category:

   ___1___ Officials and Managers

   ___0___ Professionals

   ___0___ Technicians

   ___0___ Protective Service Workers

   ___1___ Para-Professionals

   ___0___ Office and Clerical

   ___0___ Skilled Craft Workers

   ___0___ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

   No, the agency does not specifically budget for African-American Employment Programs.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

   The Shared Services Center ensures that IDFPR complies with the Hiring and Promotion Monitor requirements.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

      The agency worked with the Illinois Housing Development Authority to sponsor "The Mortgage Relief Project" around the State in predominately African-American communities. The Mortgage Relief Project were scheduled events at which members of the community could speak with a free housing counselor about issues related to home ownership, which included: how to take advantage of government programs to help lower mortgage payments; and how to avoid foreclosure of their homes.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

The agency provided an opportunity for all African-American employees to attend the Illinois Association of Minorities in Government Annual Conference, held at the Thelma Keller Convention Center.

The agency participated in a Career Fair sponsored by the Chicago Urban League at Malcolm X College.

b) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

See response to question No. 8 above.

c) Recommendations provided by DHR, CMS or the Auditor General:

None

7. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

Monitoring by the Department of Human Rights with the annual Affirmative Action Plan; quarterly reports; and quarterly review. The agency is underutilized by 1 African-American Official/Manager; and 1 African-American Para-professional.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

There was a decrease in the underutilization for both Official/Managers and Para-professionals. As of June 30, 2010, IDFPR hired three African-American Official/Managers; and 1 African-American Para-professional.

8. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

IDFPR will continue to recruit African-American individuals.

Please attach additional sheets as necessary.

Received by CMS 2010 OCT 19 A 9:50

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Illinois Gaming Board

Name of Individual Completing Survey: Ruby Taylor

Individual's Working Title: Acting EEO Officer

Individual's Phone Number: 217-524-9210

Individual's Mailing Address: 101 West Jefferson, Mail Code 3-380

Individual's Email Address: Ruby.Taylor@Illinois.gov

1. **As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:**

___3___ Officials and Managers

___8___ Professionals

___0___ Technicians

___0___ Protective Service Workers

___2___ Para-Professionals

___1___ Office and Clerical

___0___ Skilled Craft Workers

___0___ Service-Maintenance

2. **As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:**

__29___ Officials and Managers

__49___ Professionals

_____ Technicians

_____ Protective Service Workers

___6___ Para-Professionals

___3___ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. **As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:**

_____87_____

4. **As of June 30, 2010, provide the underutilization for African Americans by category:**

___0___ Officials and Managers

___0___ Professionals

___0___ Technicians

___0___ Protective Service Workers

___0___ Para-Professionals

___0___ Office and Clerical

___0___ Skilled Craft Workers

___0___ Service-Maintenance

5. **Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:**

There are no specific allocations for African American Employment Programs.

6. **What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?**

The Administrative and Regulatory Shared Services Center provides the recruitment efforts for the Illinois Gaming Board. The A&R Shared Services personnel is Rutan certified and well verse on the rules and procedures pertained it the Personnel Code.

7. **List all agency activities undertaken in implementing the State African American Employment Plan:**

a) **African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):**

The Administrative and Regulatory Shared Services Center coordinate the recruitment efforts for the Illinois Gaming Board. The A&R Shared

Services attend various employment functions. Internships positions are filed in the same competitive manner as other vacancies.

b) **Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:**

Central Management Services (CMS) sponsor career enhancement and self development programs to the State of Illinois employees at no cost. The Illinois Gaming Board employees are encouraged to participate.

c) **How has your agency ensured that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements:**

The Gaming Board, like other state agencies rely heavily on the A&R Shared Services to follow the statute in the hiring process. In addition, the agency Administrator and/or designee and the Acting EEO Officer review and sign off on all hiring and promotion monitors to which A& R Shared Services is required to attach documentation in support of the hiring decision.

d) **Recommendations provided by DHR, CMS or the Auditor General:**

The Gaming Board has not received any recommendations from the Department of Human Rights, Central Management Services or the Auditor General.

8. **Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:**

A copy of the latest EEO quarter report is attached which shows that 14 (17.1%) of the (total) 82 employees employed by the Illinois Gaming Board are African Americans.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

In prior years, the Illinois Gaming Board was a part of the Illinois Department of Revenue.

Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

The Illinois Gaming Board recommends that African American and other minority and disabled personnel seek grades from Central Management Services and to maintain their eligibility so they are prepared when positions open.

Please attach additional sheets as necessary.

Received by CMS on 2010 OCT 12 7:34

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

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Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: _____ Office of the Governor_____

Name of Individual Completing Survey: Mary Fanning____

Individual's Working Title: Fiscal Director_____

Individual's Phone Number: 217-782-3074_____

Individual's Mailing Address: 414 Stratton Bldg; Springfield, IL. 62626

Individual's Email Address: mary.fanning@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

____1___ Officials and Managers

____3___ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

____5___ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories: Not Applicable

_____ Officials and Managers

_____ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

_____86_____

4. As of June 30, 2010, provide the underutilization for African Americans by category:

____1___ Officials and Managers

____1__ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:
_____NA_____

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?
_____NA_____

7. List all agency activities undertaken in implementing the State African American Employment Plan: NA

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

d) Recommendations provided by DHR, CMS or the Auditor General:

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

NA

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

Please attach additional sheets as necessary.

The Governor's Office needs 1 Official Manager and 1 Professional to attain parity in all of the African American Affirmative Action Group. The Agency strives to achieve and maintain parity in the diversity of its employees. That goal is one of the factors weighed in all employment considerations.

Received by CMS on 2010 OCT 25 A 9:50

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

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Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: __Illinois Guardianship & Advocacy Commission

Name of Individual Completing Survey: ___Bobbie Fox

Individual's Working Title: _____Director, Human Resources

Individual's Phone Number: 312-793-5335

Individual's Mailing Address: ___bobbie.fox@illinois.gov

_____

Individual's Email Address:_____

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

___5____ Officials and Managers

__23_____ Professionals

___0____ Technicians

___0____ Protective Service Workers

___1____ Para-Professionals

___0____ Office and Clerical

___0____ Skilled Craft Workers

___0___ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

___28____ Officials and Managers

___77____ Professionals

____1___ Technicians

____0___ Protective Service Workers

____1___ Para-Professionals

____5___ Office and Clerical

____0___ Skilled Craft Workers

____0___ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

_____113_____

4. As of June 30, 2010, provide the underutilization for African Americans by category:

___0____ Officials and Managers

___0____ Professionals

___0____ Technicians

___0____ Protective Service Workers

____0___ Para-Professionals

__0_____ Office and Clerical

___0____ Skilled Craft Workers

___0____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

We are a small agency and are limited in our funding for items outside of basic needs and personal expenses. Thus, we do not have a budget allocation for African American Employment Programs.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

Currently, the agency is not underutilized in African American staff in any EEOC category. We would however, work with supervisors in an awareness effort concentrating on the underutilization of African Americans were there was an underutilization. The agency on the whole is made aware of those

categories that are underutilized and there is a more concentrated effort in those counties where underutilization exists.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

Lack of funding prohibits us from setting aside line items for such employment strategies.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

Lack of funding prohibits us from setting aside line items for such employment strategies. However, employees are made of aware of the State Upward Mobility Program.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

We have a hiring packet which now includes the Monitors located on our GAC intranet. It is easily accessible to the Supervisors. Upon beginning the hiring process they are aware and also reminded that they are to complete the Monitors as part of this hiring packet. The EEO Officer and the HR Director, work closely with supervisor throughout the hire process. Actual hire will not take place unless all appropriate documents are completed and signed off.

d) Recommendations provided by DHR, CMS or the Auditor General:

None

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

Due to the size of the agency and lack of funding, we do not have much hiring opportunity. Additionally, we are not underutilized in any category by African Americans. Ultimately, we lack statistics by which to measure any results.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

No

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

There are no recommendations at this time.

Please attach additional sheets as necessary.

Received by CMS on _10/28/10____

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

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ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: **HEALTHCARE AND FAMILY SERVICES**

Name of Individual Completing Survey: **Derrick L. Davis, Sr.**

Individual's Working Title: **Chief EEO/AA Officer**

Individual's Phone Number: **(312) 793-4322**

Individual's Mailing Address: **401 S. Clinton Street 5th Floor Chicago, Illinois 60607**

Individual's Email Address: **Derrick.Davis@illinois.gov**

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

__26__ Officials and Managers

__227__ Professionals

__5__ Technicians

__0__ Protective Service Workers

__157__ Para-Professionals

__26__ Office and Clerical

__0__ Skilled Craft Workers

__0__ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

__609__ Officials and Managers

__1313__ Professionals

__49__ Technicians

__0__ Protective Service Workers

__447__ Para-Professionals

__195__ Office and Clerical

__0__ Skilled Craft Workers

__3__ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

__2301__

4. As of June 30, 2010, provide the underutilization for African Americans by category:

__2__ Officials and Managers

__1__ Professionals

__0__ Technicians

__0__ Protective Service Workers

__0__ Para-Professionals

__0__ Office and Clerical

__0__ Skilled Craft Workers

__0__ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

We do not maintain budgeted funds established by race or national origin.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

We monitor all employment documents and reports within Selection & Recruitment & the Division of Personnel and further by the EEO/AA office staff. HFS/Personnel and EEO staff attend the Agency Personnel Managers training meetings and submit inquiries to DHR and the Plan Coordinator as needed.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

We attend job fairs where invited, particularly those which target and emphasize addressing/serving under-represented populations such as the African American community. HFS has also been a proud sponsor and a job fair exhibitor for the annual IAMG conference for the last 22 years. We have reviewed the feasibility of local Graduate Intern Programs as a means of targeting minority interns.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

In FY '10, HFS' Training Center trained 2,025 employees in 339 sessions. These sessions support the HFS mission by promoting and reinforcing Customer Service Skills; Teamwork; Employment Involvement and Quality Workforce Performance. The Center provides training opportunities to all department employees. The Center also provides reimbursement of tuition and fees for employees seeking an undergraduate or graduate degree.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

See #6

d) Recommendations provided by DHR, CMS or the Auditor General:

None Received

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

FY '09 African American Employees		**FY '10 African American Employees (Difference)**	
Officials/Administrators	34	26	-8
Professionals	221	227	+6
Technicians	6	5	-1
Para/Prof	167	157	-10
Office/Clerical	27	26	-1

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

Please see the foregoing.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

CMS should organize and provide on-site testing and counseling and promote job fairs in regions where the need is greatest. The application/grading process lag time has to be evaluated, in that too much time elapses between application and availability (receipt of actual grades).

Please attach additional sheets as necessary.

Received by CMS on _10/26/10_____

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: ____IHPA_____

Name of Individual Completing Survey: _____Tad Allen_____

Individual's Working Title: _____Labor Relations Administrator / EEO_____

Individual's Phone Number: ____217-785-0391_____

Individual's Mailing Address: _____313 S. Sixth Street Springfield, Il. 62701____

Individual's Email Address:_____tad.allen@illinois.gov_____

1. As of June 30, 2010, provide the number of African Americans employed within

each of the following EEOC categories:

____1___ Officials and Managers

____3___ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

_____ Office and Clerical

____1___ Skilled Craft Workers

____3___ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

____27_Officials and Managers

____101_Professionals

____8__Technicians

_____ Protective Service Workers

___30__ Para-Professionals

____13__Office and Clerical

____10_ Skilled Craft Workers

____40_Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

_____198_____

4. As of June 30, 2010, provide the underutilization for African Americans by category:

_____ Officials and Managers

_____ Professionals

_____ Technicians

_____ Protective Service Workers

____2___ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

no

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

Human Resources follows all mandates related to this plan.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

N/A

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

Upward Mobility Program

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

All forms completed here in Human Resources to ensure compliance

d) Recommendations provided by DHR, CMS or the Auditor General:

N/A

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

N/A

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

N/A

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.
Getting movement from OMB regarding the EPAR process.

Please attach additional sheets as necessary.

2010 OCT 26 A 10: 03

Received by CMS on _____

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

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Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: ___Human Rights Commission_____

Name of Individual Completing Survey: _Dr. Ewa I. Ewa_____

Individual's Working Title: __CFO_____

Individual's Phone Number: _312-814-6281_____

Individual's Mailing Address: 100 W. Randolph 5-100 Chicago, IL 60601_____

Individual's Email Address: ewa.ewa@illinois.gov_____

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

___3___ Officials and Managers

___3___ Professionals

___0___ Technicians

___0___ Protective Service Workers

___2___ Para-Professionals

___0___ Office and Clerical

___0___ Skilled Craft Workers

___0___ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

__4____ Officials and Managers

__15___ Professionals

__0____ Technicians

__0____ Protective Service Workers

__2____ Para-Professionals

__2____ Office and Clerical

__0____ Skilled Craft Workers

__0____ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

_____23_____

4. As of June 30, 2010, provide the underutilization for African Americans by category:

____0___ Officials and Managers

____0__ Professionals

____0_ Technicians

__ 0___ Protective Service Workers

___0___ Para-Professionals

___0____ Office and Clerical

___0____ Skilled Craft Workers

___0____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

_____NO_____

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

HRC continues to comply with all legislative mandates and statutory provisions relative to non-discriminatory practices in hiring in the workplace.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

_____N/A_____

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

HRC continues to encourage related staff to take advantage of statewide promotional programs designed to enhance individual progress and advance in the workplace.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

Yes

d) Recommendations provided by DHR, CMS or the Auditor General:

None

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

N/A

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

N/A

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

_____

_____None_____

_____

_____

_____

Please attach additional sheets as necessary.

Received by CMS on _10/28/10___

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
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Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Illinois Department of Human Rights

Name of Individual Completing Survey: Bobbie Wanzo

Individual's Working Title: Deputy Director

Individual's Phone Number: 312-814-6245

Individual's Mailing Address: 100 W. Randolph, Suite 10-100, Chicago, Illinois 60601

Individual's Email Address: Bobbie.Wanzo@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

__11__ Officials and Managers

__28__ Professionals

__3__ Technicians

__N/A__ Protective Service Workers

__6__ Para-Professionals

__7__ Office and Clerical

__N/A__ Skilled Craft Workers

__N/A__ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

__29__ Officials and Managers

__90__ Professionals

__3__ Technicians

__0__ Protective Service Workers

__7__ Para-Professionals

__16__ Office and Clerical

__0__ Skilled Craft Workers

__0__ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

__145__

4. As of June 30, 2010, provide the underutilization for African Americans by category:

__**0**__ Officials and Managers

__**0**__ Professionals

__**0**__ Technicians

__**N/A**__ Protective Service Workers

__0__ Para-Professionals

__**0**__ Office and Clerical

__**N/A**__ Skilled Craft Workers

__N/A__ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

The Department conducts education and outreach for African American employment as part of its education, training and outreach functions. There is not a separate budget allocation for an African American employment program outside of currently established recruiting efforts.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

The IDHR's Chief Legal Counsel, Human Resource staff and IDHR EEO Officer, closely monitor the activities of the Department's staff responsible for hiring, interviewing, recruitment, etc., in complying with the legislative mandates required.

All staff have been made aware of the Agency's efforts to ensure a diverse workforce. The Department's Institute for Training and Development continues to train IDHR staff and other public entities on Diversity Awareness. All Department staff are currently participating in Diversity Boot Camp training.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

The IDHR has a minority diversity program which includes African American recruitment. Although a number of staff participates, there is a staff person dedicated to community relations and outreach, and one of the duties with respect to outreach is the minority diversity program and as part of this program, the staff person works to identify potential candidates for employment with the Department of Human Rights.

Specifically, this staff is responsible for the following:

- **Recruiting for specific positions;**
- **Working with the Department's Human Resources staff to identify specific opportunities for Spanish-speaking positions;**
- **Establishing relationships with a broad coalition of recruitment resources such as colleges, universities, outside employers; and**
- **Ensuring that individuals are aware of job vacancies.**

In an effort to recruit individuals to address the Department's EEO categories, the Department participates in a number of activities including: workshops, seminars, conferences, job fairs and partnerships with community organizations, etc., such as –

1. **Partnership with the Illinois Department of Employment Security (IDES), Chicago Workforce Project, to recruit at job fairs;**
2. **Partnership with the CMS' Diversity Enrichment Program staff, in job fairs at colleges and universities, and other organizations:**
    - **Chicago State University**
    - **DePaul University**
    - **DeVry University**
    - **Malcolm X College**
    - **Northeastern Illinois University**
    - **Morton College**
    - **University of Illinois Chicago**
    - **Westwood College**
    - **Wright College Westside Technical Institute**
    - **Truman College**

3. **Participated in conferences, workshops, seminars, festivals, parades, health fairs, etc.-**
    - **Aurora Urban League**
    - **Chicago Public Schools (Annual Career Development Conference, Annual Conference for Parents-Post Secondary Ed Transition)**
    - **Chicago Urban League**
    - **IDES Employer's Workshop**
    - **National Urban League**
4. **Participated in job and/or health fairs covering various jurisdictions sponsored by state and local officials -**
    - **Calumet Park**
    - **Chicago**
    - **Township of Maywood**
5. **Participated in TEAM ILLINOIS Strategic Planning Committee meetings for State of Illinois outreach to the Aurora community;**
6. **Participated in networking with various organizations:**
    - **CAAAELII (Coalition of African, Asian, Arab, European, and Latino Immigrants of Illinois)**
    - **Chicago Community and Worker's Rights**
    - **Chicago Cultural Alliance**
    - **Progress Center for Independent Living (Forest Park)**
    - **Proviso Leyden Council for Community Action**
    - **Teamsters Union**
    - **US Office of Homeland Security and Community Based Organizations**

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

1) **<u>The IDHR Human Resource staff meet regularly with the IDHR Director to review the Department's staffing pattern and strategy for hiring African American employees.</u>**
2) **<u>IDHR encourages its African American employees to participate in the Illinois Association of Minorities in Government (IAMG), which provides educational and professional development of African American state employees. Each year IAMG hosts an annual State of the State Minorities Conference, which provides employee training, enrichment and information sharing among attendees.</u>**
3) **<u>The Department's minority diversity program staff also assists employees to match their skills with available promotional opportunities in the Department and the State.</u>**

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

1. **All staff responsible for interviewing, recruiting, etc., have been advised that no appointment will be made without strict adherence to the hiring and promotion monitor procedure.**
2. **All staff responsible for interviewing, recruiting, etc., must work closely with the IDHR EEO/AA Officer and Human Resource Office to ensure that they have the appropriate information on the Department's underutilization.**
3. **The Director or Director's designee is responsible for reviewing each hiring and promotion monitor.**

d) Recommendations provided by DHR, CMS or the Auditor General:

The Department staff continues to work closely with CMS' Bureau of Personnel on the hiring and promotion monitoring process, diversity programs and recruitment efforts.

IDHR staff continues to work with CMS to ensure that they (CMS) do not process a hire or promotion unless the hiring or promotion monitor has been completed and submitted with the hire or promotion transaction.

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

The Illinois Department of Human Rights is excited to report that we currently do not have underutilization of African American employees in any of the EEO categories. Although, there is always an opportunity to improve, the Department proudly reports that as of June 30, 2010, 36% of its (actual) headcount was African American.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

The level remains the same, no underutilization in any of the EEO categories.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

The Department continues to review its positions; the need of its customers and the quality of its outreach efforts to ensure that all communities have the same access to services provided by the Department. Another element of the Department's efforts focused on redesigning the Department's website.

Please attach additional sheets as necessary.

Received by CMS on _10/29/10___

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Illinois Department of Human Services

Name of Individual Completing Survey: Elizabeth Sarmiento

Individual's Working Title: Director

Individual's Phone Number: 312-793-2352

Individual's Mailing Address: 401 S. Clinton, 7th Floor, Chicago, IL 60607

Individual's Email Address: elizabeth.sarmiento@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

__227__ Officials and Managers

__1700__ Professionals

__1856__ Technicians

__46__ Protective Service Workers

__151__ Para-Professionals

__300__ Office and Clerical

__7__ Skilled Craft Workers

__226__ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

As of October 29, 2010, the following represents full-time employees plus the number of active vacancies in process.

__375__ Officials and Managers

__2219__ Professionals

__2152__ Technicians

__59__ Protective Service Workers

__219__ Para-Professionals

__456__ Office and Clerical

__23__ Skilled Craft Workers

__296__ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

   12,938 Full time employees + 610 Leave of Absence = 13,548

4. As of June 30, 2010, provide the underutilization for African Americans by category:

   __4__ Officials and Managers

   __12__ Professionals

   __0__ Technicians

   __0__ Protective Service Workers

   __10__ Para-Professionals

   __2__ Office and Clerical

   __5__ Skilled Craft Workers

   __7__ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

   While there is no specific budget allocation for this initiative, the IDHS operating budget assumes the cost of all employment programs offered by IDHS. Minority Outreach, which includes African Americans is conducted by the OHR Recruitment Unit.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

   IDHS has a centralized Recruitment and Selection Unit responsible for all hiring. Hiring staff use EEO monitors and Underutilization Summary Reports. Additionally, DHS conducts monthly meetings of the Recruitment/Hiring/Discipline Committee.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

The Recruitment Unit has developed a Recruitment Database which includes many African American oriented organizations; eBLAST communications sent specifically to African American driven organizations.

IDHS attempts to address EEO underutilization with every hiring opportunity.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

IDHS employees are allowed to participate in the Upward Mobility program which is a joint venture between the State and AFSCME. Also, all DHS employees are encouraged to participate in a variety of career enhancement programs offered by the Bureau of Training and Development.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

Hiring and Promotion Monitors are reviewed by EEO officers to ensure hires and promotions are consistent with the Agency's policies, goals and directives.

d) Recommendations provided by DHR, CMS or the Auditor General:

None

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

   IDHS has achieved parity in several EEO categories throughout the state.

   Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

   While African American underutilization has increased in the overall state workforce, parity exists in most IDHS EEO job categories. IDHS is committed to continuous improvements.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

   IDHS, through the Recruitment, Hiring and Discipline Committee will review and analyze the state workforce and address underutilization as necessary.

Please attach additional sheets as necessary.

Received by CMS 2010 OCT 28 A 9:01

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

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Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: _____Illinois Power Agency_____

Name of Individual Completing Survey: _____Mark J. Pruitt_____

Individual's Working Title: _____Director_____

Individual's Phone Number: _____312/814-8106_____

Individual's Mailing Address: 160 North LaSalle Street, Suite N-508, Chicago, IL 60601

Individual's Email Address:___mark.pruitt@illinois.gov_____

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

   0 Officials and Managers

   0 Professionals

   0 Technicians

   0 Protective Service Workers

   0 Para-Professionals

   0 Office and Clerical

   0 Skilled Craft Workers

   0 Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

   0 Officials and Managers

   0 Professionals

   0 Technicians

   0 Protective Service Workers

   0 Para-Professionals

   0 Office and Clerical

   0 Skilled Craft Workers

   0 Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

   1

4. As of June 30, 2010, provide the underutilization for African Americans by category:

   ___0___ Officials and Managers

   ___0___ Professionals

   ___0___ Technicians

   ___0___ Protective Service Workers

   ___0___ Para-Professionals

   ___0___ Office and Clerical

   ___0___ Skilled Craft Workers

   ___0___ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:
   __No.____No._____

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?
   ____The Agency has not hired any staff._____

7. List all agency activities undertaken in implementing the State African American Employment Plan:

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

      No procedure in place – the Agency has not hired any staff

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

No procedure in place – the Agency has not hired any staff

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

No procedure in place – the Agency has not hired any staff

d) Recommendations provided by DHR, CMS or the Auditor General:

No procedure in place – the Agency has not hired any staff

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

No procedure in place – the Agency has not hired any staff

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

No changes – the Agency has not hired any staff

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

When the Agency is in a position to hire staff, it will refer to the Department of Central Management Services to ensure that the agency avails itself of all appropriate materials and strategies to ensure compliance with statutes and policies. .

Please attach additional sheets as necessary.

Received by CMS on 2010 OCT 28 P 1:27

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

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ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Illinois Department of Insurance

Name of Individual Completing Survey: Eve Blackwell-Lewis

Individual's Working Title: Legal Counsel and EEO/AA Officer

Individual's Phone Number: (217) 782-0708

Individual's Mailing Address 320 W. Washington Street, Springfield, IL 62767

Individual's Email Address: : eve.blackwell-lewis@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

__8__ Officials and Managers

__9__ Professionals

__1__ Technicians

__n/a__ Protective Service Workers

__3__ Para-Professionals

__1__ Office and Clerical

__n/a__ Skilled Craft Workers

__n/a__ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

__91__ Officials and Managers

__102__ Professionals

__34__ Technicians

__n/a__ Protective Service Workers

__10__ Para-Professionals

__12__ Office and Clerical

__n/a__ Skilled Craft Workers

__n/a__ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

249

4. As of June 30, 2010, provide the underutilization for African Americans by category:

__0____ Officials and Managers

___2___ Professionals

___2___ Technicians

_____n/a___ Protective Service Workers

__0_____ Para-Professionals

__0_____ Office and Clerical

_n/a____ Skilled Craft Workers

_n/a_____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

_____ No.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

___While the Agency primarily uses CMS/Shared Services for these matters, the EEO Officer continues to work with Staff to insure that they are aware of the Agency's responsibilities.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):
_____The Agency utilizes CMS/Shared Services for most hiring needs. However it is important to educate and communicate the need for diversity in meeting the Agency's goals, mission and responsibilities.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

Career enhancements and self development is encouraged for all DOI employees, including the use of all the available CMS and State-sponsored programs. The current budget crisis does not allow much more.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

CMS/Shared Services handles these duties.

d) Recommendations provided by DHR, CMS or the Auditor General:

None.

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

There is no study or report available outside of the EEO/AA Reports on file with the Department of Human Rights. The Department has had some success in keeping the underutilization of African-Americans fairly low.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

The number of African-Americans employed by the Department has stayed consistent at 22.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

To the extent that the Agency is allowed, it seeks employees from diverse colleges and universities. While more freedom to choose potential candidates and employees is desired, at this time, CMS sends the Agency a select list of individuals from which the Agency is to interview and select a candidate.

To increase the number of qualified African-Americans in our workforce, it is necessary to increase mandatory training and increase the flow of information regarding diversity and its multi-faceted benefits.

Please attach additional sheets as necessary.

Received by CMS on _____
2010 OCT 20 A 11: 09

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: IL State Board of Investment

Name of Individual Completing Survey: Katherine A. Spinato

Individual's Working Title: Deputy Executive Director

Individual's Phone Number: 312/793-5711

Individual's Mailing Address: 180 N. LaSalle St., Suite 2015, Chicago, IL 60601

Individual's Email Address: katherine.spinato@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

__1__ Officials and Managers

_____ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

__1__ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

__4__ Officials and Managers

__5__ Professionals

_____ Technicians

_____ Protective Service Workers

__1__ Para-Professionals

__1__ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

4. As of June 30, 2010, provide the underutilization for African Americans by category:

___0___ Officials and Managers

___0___ Professionals

___0___ Technicians

___0___ Protective Service Workers

___0___ Para-Professionals

___0___ Office and Clerical

___0___ Skilled Craft Workers

___0___ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:
No.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

There are 11 positions and turnover is all positions is minimal. When vacancies occur, all staff is aware of and complies with all legislative mandates.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):
No opportunities available for hiring.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

No opportunities available for hiring.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

Yes.

d) Recommendations provided by DHR, CMS or the Auditor General:

None.

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

None.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

No.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

Please attach additional sheets as necessary.

Received by CMS 2010 OCT 25 P 1:56

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
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Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Illinois Department of Juvenile Justice

Name of Individual Completing Survey: Ron Smith

Individual's Working Title: Deputy Director of Operations

Individual's Phone Number: 217-557-1030 Ext 3009

Individual's Mailing Address: Illinois Department of Juvenile Justice
707 North 15th Street
Springfield Illinois 62704

Individual's Email Address: ron.k.smith@doc.illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

___9___ Officials and Managers

__329___ Professionals

___2___ Technicians

___0___ Protective Service Workers

___3___ Para-Professionals

___5___ Office and Clerical

___4___ Skilled Craft Workers

___24___ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

___46___ Officials and Managers

__987___ Professionals

___24___ Technicians

___0___ Protective Service Workers

___27___ Para-Professionals

___27___ Office and Clerical

___38___ Skilled Craft Workers

___84___ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

_____1,233_____

4. As of June 30, 2010, provide the underutilization for African Americans by category:

   ___0___ Officials and Managers

   ___2___ Professionals

   ___2___ Technicians

   ___0___ Protective Service Workers

   ___0___ Para-Professionals

   ___0___ Office and Clerical

   ___0___ Skilled Craft Workers

   ___1___ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:
   N/A

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

   Recruiters participate in job fairs and recruitment activities that target African Americans and are sponsored by educational institutions, organizations and governmental entities. Recruiters are also trained to focus on underutilization in targeted areas.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

      Attending African American related conferences, recruitment fairs; and providing IDOC's Affirmative Action Plan for the state African American Employment Plan

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

Staff opportunities for promotion exist within negotiated Contractual Filling of Vacancies language. The Upward Mobility Program is also available and encouraged within the Department of Juvenile Justice for career advancement.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

With each recommendation for hire, promotion, or transfer across geographical regions or job category, a Hiring and Promotional Monitor is submitted and approved by the agency EEO Officer prior to any commitments being made to fill the position.

d) Recommendations provided by DHR, CMS or the Auditor General:

To continue to hire and promote African Americans to reach parity in the underutilized categories.

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

Our agency continues to strive in achieving goals by monitoring the hiring selection.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

The underutilization of African Americans increased by 1 from the prior year.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

The Department of Juvenile Justice continues to monitor and track hiring goals. Where there are underutilizations noted, the agency attempts to meet those needs whenever possible.

Please attach additional sheets as necessary.

Received by CMS on 2010 OCT 25 P 1:56

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
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Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Department of Labor

Name of Individual Completing Survey: Melissa Lange

Individual's Working Title: Personnel/Labor Relations Manager and AA/EEO Officer

Individual's Phone Number: (217) 782-3049

Individual's Mailing Address: 900 South Spring Street, Springfield, IL 62703

Individual's Email Address: Melissa.lange@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

___1___ Officials and Managers

___6___ Professionals

___6___ Technicians

_____ Protective Service Workers

___5___ Para-Professionals

___3___ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

___15___ Officials and Managers

___29___ Professionals

___26___ Technicians

_____ Protective Service Workers

___9___ Para-Professionals

___10___ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's: 82

4. As of June 30, 2010, provide the underutilization for African Americans by category:

   ___0___ Officials and Managers

   ___0___ Professionals

   ___0___ Technicians

   _____ Protective Service Workers

   ___0___ Para-Professionals

   ___0___ Office and Clerical

   _____ Skilled Craft Workers

   _____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

   The Department did not have funds available in FY10 for African American Employment Programs.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

   Each year the EEO Officer informs the agency head of the agency's underutilization in each hiring category. When hiring opportunities become available, the EEO Officer informs the managerial/supervisory staff responsible for conducting the interviews of the underutilization so that increased efforts are made to address underutilization in the vacant EEO category.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

      The Department ended fiscal years 2008, 2009 and 2010 with no underutilization of African Americans in any EEO category, therefore no additional efforts have been necessary.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

The Department currently employs twenty-one (21) African American employees. The Department has not had underutilization of African Americans for the past three (3) fiscal years, however, when promotional opportunities arise within the Department the AA/EEO Officer and hiring managers make increased efforts to address in underutilized areas.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

The Department's AA/EEO Officer and Director of Labor monitor the hiring selections and submit the required Hiring and Promotion Monitors to the Department of Central Management Services with new hire or promotion transactions.

d) Recommendations provided by DHR, CMS or the Auditor General:

No recommendations have been received.

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

Currently, 26% of the Department's employees are African American. During FY07, the Department eliminated underutilization of African Americans in all EEO categories and has sustained zero underutilization during fiscal years 08, 09 and 10.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

There have no been no increases or decreases from prior years.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

Please attach additional sheets as necessary.

Received by CMS on 10/29/10

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
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Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Educational Labor Relations Board

Name of Individual Completing Survey: Renee Strickland

Individual's Working Title: Personnel Manager

Individual's Phone Number: 312/793-3170

Individual's Mailing Address: 160 N. LASalle St., Suite N-400, Chicago, IL 60601

Individual's Email Address: renee.strickland@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

___1___ Officials and Managers

___0___ Professionals

___0___ Technicians

___0___ Protective Service Workers

___0___ Para-Professionals

___1___ Office and Clerical

___0___ Skilled Craft Workers

___0___ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

___4___ Officials and Managers

___6___ Professionals

___0___ Technicians

___0___ Protective Service Workers

___0___ Para-Professionals

___2___ Office and Clerical

___0___ Skilled Craft Workers

___0___ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

12

4. As of June 30, 2010, provide the underutilization for African Americans by category:

0 Officials and Managers

0 Professionals

0 Technicians

0 Protective Service Workers

0 Para-Professionals

0 Office and Clerical

0 Skilled Craft Workers

0 Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

No. Not at this time.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

EEOC Officer, Personnel Manager and Executive Staff aware of mandates of the plan.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

When positions are available appropriate postings are completed.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

None at this time.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

The EEOC Officer and the Exeucitve Director ensures compliance

d) Recommendations provided by DHR, CMS or the Auditor General:

None

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

No studies conducted at this time.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

No.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

We will work with the Diversity Enrichment Program staff to post information regarding employment opportunities available at the Educational Labor Relations Board.

Please attach additional sheets as necessary.

Received by CMS on _10/27/10____

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
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Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: IL Labor Relations Board

Name of Individual Completing Survey: Carla Stone

Individual's Working Title: Personnel Manager

Individual's Phone Number: 312/793-6426

Individual's Mailing Address: 160 N LaSalle Street, S-400, Chicago, 60601

Individual's Email Address: Carla.stone@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

_____ Officials and Managers

___2____ Professionals

_____ Technicians

_____ Protective Service Workers

____1___ Para-Professionals

____1___ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

___2____ Officials and Managers

___18____ Professionals

_____ Technicians

_____ Protective Service Workers

___1____ Para-Professionals

___1____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

____22_____

4. As of June 30, 2010, provide the underutilization for African Americans by category: **0**

_____ Officials and Managers

_____ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs: **No**

_____

_____

_____

_____

_____

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?
Staff is updated by the personnel manager via memos from CMS

_____

_____

_____

_____

7. List all agency activities undertaken in implementing the State African American Employment Plan:

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

When recruiting for a professional position (licensed attorney) the personnel manager post the vacancy with African American legal associations

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees: **N/A**

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:
CMS will not process any transactions unless these forms are submitted

d) Recommendations provided by DHR, CMS or the Auditor General:

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:
We have for the last 20 years employed an African American in our professional category. In June of this year we hired another African American in the professional category. By posting with various African American groups such as the African American Bar Association we are able to meet our goal of employing African Americans in our professional category.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.
Our agency will continue to keep parity in our African American professional category as we have in the past.

Please attach additional sheets as necessary.

Received by CMS on _11/15/10_____

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

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Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Illinois Law Enforcement Training and Standards Board

Name of Individual Completing Survey: Coralyn Beem

Individual's Working Title: Manager of Mandated Training

Individual's Phone Number: 217-782-4540

Individual's Mailing Address: 4500 South Sixth Street Road, Springfield IL 62703

Individual's Email Address: cora.beem@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

__0____ Officials and Managers

__2____ Professionals

__NA___ Technicians

__NA___ Protective Service Workers

__0____ Para-Professionals

__0____ Office and Clerical

__NA___ Skilled Craft Workers

__NA___ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

___2___ Officials and Managers

__10___ Professionals

__NA___ Technicians

__NA___ Protective Service Workers

___2___ Para-Professionals

___4___ Office and Clerical

__NA__ Skilled Craft Workers

__NA___ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

____17 full-time only_____

4. As of June 30, 2010, provide the underutilization for African Americans by category:

___0___ Officials and Managers

___0___ Professionals

___NA___ Technicians

___NA___ Protective Service Workers

___0___ Para-Professionals

___0___ Office and Clerical

___NA___ Skilled Craft Workers

___NA___ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

No, the Board does not allocate a budget separate from the general budget for African American Employment Programs because the board is fully utilized and at parity.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

The Board utilizes the hiring and promotion monitor provided by DHR. The Board is proactive and follows legislative mandates. All administrative staff responsible for hiring, interviewing, recruitment, and EEO are aware of and comply with all the legislative mandates of the African American Employment Plan.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

None as the Board is at parity.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

The Board's African American employees are members of AFSCME and have the opportunity to participate in the Upward Mobility Program.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

The Board reviews the Hiring and Promotion Monitors to assure all of the mandates are met.

d) Recommendations provided by DHR, CMS or the Auditor General:

The Board is fully utilized. African American Employment Program recommendations were not made.

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

The Illinois Law Enforcement Training and Standards Board has achieved parity or zero underutilization.in every EEO category. The Board continues to make a concerted effort to recruit and employ individuals who will allow the agency to continue to meet the EEO guidelines while filling current vacancies. These positions are usually filled from the open competitive list and veterans have absolute preference.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

No

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

None

Please attach additional sheets as necessary.

Received by CMS on 10/27/10

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

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Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: **Illinois Medical District Commission**

Name of Individual Completing Survey: **Mark S. Jamil**

Individual's Working Title: **Chief Legal Counsel**

Individual's Phone Number: **(312) 633-3434 X31**

Individual's Mailing Address: **600 S Hoyne Chicago IL 60612-3756**

Individual's Email Address: **mjamil@medicaldistrict.org**

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

__1__ Officials and Managers

_____ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

__1__ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories: **Not Applicable**

_____ Officials and Managers

_____ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

__9__

4. As of June 30, 2010, provide the underutilization for African Americans by category:
We have no underutilization.

_____ Officials and Managers

_____ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:
The Illinois Medical District Commission does not receive a state of Illinois General Revenue Fund appropriation. As such there is no separate budget allocation.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

Not Applicable

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

Not Applicable

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

Not Applicable

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

Not Applicable

d) Recommendations provided by DHR, CMS or the Auditor General:

Not Applicable

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

Not Applicable

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

Not Applicable

Please attach additional sheets as necessary.

Received by CMS on _10/27/10_____

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Department of Military Affairs

Name of Individual Completing Survey: Ruth Moenck

Individual's Working Title: Human Resources Rep, Asst EEO/AA Officer

Individual's Phone Number: 217-761-3633

Individual's Mailing Address: 1301 N. MacArthur Blvd, Springfield, IL 62702

Individual's Email Address: ruth.moenck@us.army.mil

1. As of June 30, 2010, provide the number of African Americans employed with each of the following EEOC categories:

   1 Officials and Managers

   2 Professionals

   1 Technicians

   6 Protective Service Workers

   0 Para-Professionals

   0 Office and Clerical

   0 Skilled Craft Workers

   12 Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

   6 Officials and Managers

   43 Professionals

   12 Technicians

   73 Protective Service Workers

   3 Para-Professionals

   6 Office and Clerical

   8 Skilled Craft Workers

   90 Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

   241

4. As of June 30, 2010, provide the underutilization for African Americans by category:

   __0__ Officials and Managers

   __0__ Professionals

   __0__ Technicians

   __0__ Protective Service Workers

   __0__ Para-Professionals

   __0__ Office and Clerical

   __0__ Skilled Craft Workers

   __1__ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

   No budget allocation

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

   DHR Training and internal monitoring for management and staff of State Personnel Office and EEO Training, as applicable for Federal employees through IL National Guard Human Resources Office and State Personnel Office monitoring of procedures.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

      Plan to meet with CMS Diversity Enrichment Program Director

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

African-American employees are afforded the opportunity to participate in the Upward Mobility Program through the State of IL.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

The Asst EEO/AA Officer completes the appropriate Hiring or Promotion Monitor form which is forwarded to selecting official(s) prior to any interviews being conducted. Asst EEO/AA Officer then ensures all forms are completed thoroughly and accurately and are signed by the Director and EEO/AA Officer prior to any offer of employment.

d) Recommendations provided by DHR, CMS or the Auditor General:

None to date

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

The Agency does not directly serve the public and does not employ a large enough workforce to have a dedicated African-American recruitment office. Therefore, the Agency does not routinely conduct studies on those hires, however success in hiring African-American employees is monitored in the course of compiling quarterly and annual Affirmative Action reports for DHR.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

No changes

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

No suggestions at this time.

Please attach additional sheets as necessary.

Received by CMS on _____

2010 OCT 22 A 9:39

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

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Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: **Illinois Department of Natural Resources**

Name of Individual Completing Survey: **Gloria Williams**

Individual's Working Title: **EEO Officer**

Individual's Phone Number: **217-782-2662**

Individual's Mailing Address: **One Natural Resources Way, Springfield, Illinois 62702**

Individual's Email Address: **Gloria.Williams@illinois.gov**

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

____4___ Officials and Managers

____8__ Professionals

___0____ Technicians

____6___ Protective Service Workers

____3___ Para-Professionals

___4____ Office and Clerical

___1____ Skilled Craft Workers

___3____ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

___237____ Officials and Managers

___380____ Professionals

__53____ Technicians

__145_____ Protective Service Workers

___63____ Para-Professionals

__40_____ Office and Clerical

__14_____ Skilled Craft Workers

__197_____ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

Full-time: 1129; Part-time: 44; LOA's: 40

4. As of June 30, 2010, provide the underutilization for African Americans by category:

__2_____ Officials and Managers

__10_____ Professionals

___1____ Technicians

__11_____ Protective Service Workers

__1_____ Para-Professionals

__0_____ Office and Clerical

__0_____ Skilled Craft Workers

_10_____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:
No.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

DNR executive staff and human resources professionals have been made aware of the African American Employment Plan are briefed on underutilization on a monthly basis. Additionally, the IDNR is committed to recruitment and networking activities conducive to identifying, hiring and promoting qualified African Americans.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

   DNR is maintaining good relationships with professional minority organizations such as Illinois Association for Minorities in Government (IAMG), and the National Association for the Advancement of Colored People (NAACP). IDNR is committed to continuing its efforts by participating in associated job-fairs, conferences, and fostering good relationships with minority student groups on campuses as well as other

activities. IDNR continues to inform churches and community based organizations about vacancies

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

IDNR encourages all employees to participate in its Technical Computer Training Program, Upward Mobility Program, Tuition Reimbursement Program, as well as conferences and seminars which enhance the level and importance of training, education, and promotional needs of its African American employees. We consistently encourage attendance and active participation in training programs specifically designed for Minority employees, including African Americans, such as the annual training conference of the Illinois Association for Minorities in Government.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

The IDNR EEO Officer receives and reviews all hiring and promotion monitors prior to them receiving the Director's signature. IDNR hiring operatives are held accountable to ensure that protective classes receive appropriate opportunities to gain employment at IDNR.

d) Recommendations provided by DHR, CMS or the Auditor General:

In accordance with DHR and CMS recommendations, hiring and promotion monitors are kept in the quarterly EEO file maintained in the Office of Compliance, EEO, and Ethics. The number of qualified minorities that apply for a position are noted on the hiring monitors. On occasions where the minority is not hired, documentation is provided detailing the reason(s) the non-minority applicant was selected. On a case by case basis the EEO Officer will request a reach to hire candidate from an underutilized category who is equally qualified.

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

The Office of Compliance, EEO and Ethics works closely with the Division of Human Resources to build a diverse workforce through closely monitoring the recruitment, hiring, promotion, and retention of African American employees in the relevant EEOC categories where the agency is underutilized. The department is severely underutilized in numerous categories in numerous regions. Ninety-five percent of State of Illinois positions are in a bargaining-unit and therefore must be filled in accordance with contract language, and severely limits our ability to

address underutilization. The Department will continue to identify well-qualified African-Americans through the recruitment process; and as approved vacancies become available, we will fill them accordingly.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

In the previous year, the IDNR had 34 African American employees, as of June 30, 2010 there are 29 African American employees. This is largely due to attrition and budget constraints.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

Need an increased budget allocation to fill our many vacancies.

Please attach additional sheets as necessary.

Received by CMS on
2010 OCT 21 P 2:07

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Illinois Pollution Control Board

Name of Individual Completing Survey: Kathryn L. Griffin

Individual's Working Title: Chief Financial Officer

Individual's Phone Number: 217-524-8512

Individual's Mailing Address: 1021 North Grand Ave., East
Springfield, IL 62702

Individual's Email Address: griffink@ipcb.state.il.us

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

_____ Officials and Managers

__1____ Professionals

_____ Technicians

_____ Protective Service Workers

__1___ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

__13___ Officials and Managers

___7___ Professionals

_____ Technicians

_____ Protective Service Workers

___3___ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

_____23_____

4. As of June 30, 2010, provide the underutilization for African Americans by category:

___1___ Officials and Managers

_____ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

   IPCB has no budget allocations for programs. IPCB reaches out to all available resources to recruit within the underutilized areas when a vacancy occurs and permission has been granted to hire by GOMB and the Governor's Office.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

   All administrative staff and management are aware of the areas the Board is underutilized . Qualified candidates are sought to fill those vacancies when they occur.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

      IPCB seeks qualified candidates through job postings, applications, and resumes. Resources from the IDHR are also utilized when there is an underutilization to resolve.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

IPCB encourages self enrichment classes provided by DHS. The Board does not have the funding to allow any funding for other outside training at this time.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

Yes. IPCB Human Resources is in compliance with the mandatory Hiring and Promotion Monitor.

d) Recommendations provided by DHR, CMS or the Auditor General:

IPCB is in full compliance with DHR requirements regarding EEO. The Board has no audit findings regarding this.

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

IPCB is underutilized by one African –American in the Officials/ Management category. When approval is received to hire in this area, qualified candidates in the category will be sought. There has been only one hire in this category in the past several years.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

This underutilization was the same in the prior year.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

IPCB will continue to utilize resources provided by IDHR

Please attach additional sheets as necessary.

Received by CMS on 10/5/10____

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

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503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Illinois Prisoner Review Board

Name of Individual Completing Survey: Nichole J. Damhoff

Individual's Working Title: Chief Personnel Officer

Individual's Phone Number: 217-782-4087

Individual's Mailing Address: 319 E. Madison, Suite A, Springfield, IL 62701

Individual's Email Address: Nichole.Damhoff@Illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

___1___ Officials and Managers

___2___ Professionals

___0___ Technicians

___0___ Protective Service Workers

___0___ Para-Professionals

___0___ Office and Clerical

___0___ Skilled Craft Workers

___0___ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

___3___ Officials and Managers

___4___ Professionals

___0___ Technicians

___0___ Protective Service Workers

___7___ Para-Professionals

___4___ Office and Clerical

___0___ Skilled Craft Workers

___0___ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

___18___

4. As of June 30, 2010, provide the underutilization for African Americans by category:

   0 Officials and Managers

   0 Professionals

   0 Technicians

   0 Protective Service Workers

   0 Para-Professionals

   0 Office and Clerical

   0 Skilled Craft Workers

   0 Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:
   No

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?
   Participating in the EEO training, keeping up to date on rule and regulations and attending Personnel Manager's monthly meetings for latest updates

7. List all agency activities undertaken in implementing the State African American Employment Plan:

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

      Creating of Bilingual positions and attending job fairs at the Universities

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

Upward Mobility, computer training and self development courses offered by Central Management or other state agencies.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:
Proper training and classes offered by CMS.

d) Recommendations provided by DHR, CMS or the Auditor General:
None

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:
N/A

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.
No

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

To continue to increase the African American employees in position within our agency as budget constraints allow for our agency

Please attach additional sheets as necessary.

Received by CMS on
2010 OCT 28 P 2: 20

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
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Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Property Tax Appeal Board

Name of Individual Completing Survey: Becky Moody

Individual's Working Title: Fiscal Officer

Individual's Phone Number: 217/557-0122

Individual's Mailing Address: 402 Stratton Building, Springfield, IL 62706

Individual's Email Address: becky.moody@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

___0___ Officials and Managers

___0___ Professionals

___0___ Technicians

___0___ Protective Service Workers

___0___ Para-Professionals

___0___ Office and Clerical

___0___ Skilled Craft Workers

___0___ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

___4___ Officials and Managers

__12__ Professionals

_____ Technicians

_____ Protective Service Workers

___1___ Para-Professionals

___3___ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

____20____

4. As of June 30, 2010, provide the underutilization for African Americans by category:

___0___ Officials and Managers

___0___ Professionals

___0___ Technicians

___0___ Protective Service Workers

___0___ Para-Professionals

___0___ Office and Clerical

___0___ Skilled Craft Workers

___0___ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:
___No_____

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?
__Staff will be provided with a copy of the African American Employment_____ Plan_____

7. List all agency activities undertaken in implementing the State African American Employment Plan:

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):
   __The PTAB has not been allowed to fill any staffing positions since___ FY07.___

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

N/A

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

The PTAB has not been allowed to fill any staffing positions since FY07

d) Recommendations provided by DHR, CMS or the Auditor General:

N/A

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

N/A

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

N/A

_____
_____
_____

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

_____
_____
_____
_____
_____

Please attach additional sheets as necessary.

Received by CMS on 2010 OCT 28 P 3: 03

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

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Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: **Illinois Department of Public Health**

Name of Individual Completing Survey: **Robin Tucker-Smith**

Individual's Working Title: **EEO/AA Officer**

Individual's Phone Number: **(312) 814-1041**

Individual's Mailing Address: **122 S. Michigan Ave., 20th Flr, Chicago, IL 60603**

Individual's Email Address: **robin.tucker@illinois.gov**

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

__42__ Officials and Managers

__78__ Professionals

__7__ Technicians

__NA__ Protective Service Workers

__8__ Para-Professionals

__13__ Office and Clerical

__1__ Skilled Craft Workers

__1__ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

__314__ Officials and Managers

__576__ Professionals

__33__ Technicians

__NA__ Protective Service Workers

__54__ Para-Professionals

__86__ Office and Clerical

__2__ Skilled Craft Workers

__10__ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

__1,075__

4. As of June 30, 2010, provide the underutilization for African Americans by category:

   ___0___ Officials and Managers

   ___4___ Professionals

   ___0___ Technicians

   ___0___ Protective Service Workers

   ___0___ Para-Professionals

   ___0___ Office and Clerical

   ___0___ Skilled Craft Workers

   ___0___ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

   No. Projects are funded through the IDPH Center for Minority Health and Office of Human Resources budget allocation.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

   The EEO Officer, Office of Human Resources and Center for Minority Health provide information to Director's Senior Staff regarding mandates. Senior staff is responsible for disseminating compliance documentation. Additionally, the EEO Officer approves all hire and promotion monitor prior to the hiring decision.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

      - **Participation in job and health fairs marketed to the African American population.**

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

We encourage eligible staff to meet with CMS Upward Mobility Counselors annually to discuss career advancement and goals.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

Our Human Resources Office Guides hiring managers and other appropriate staff to ensure compliance.

d) Recommendations provided by DHR, CMS or the Auditor General:

Central Management Services' Diversity Enrichment Program has provided assistance with the recruitment of underutilized staff.

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

	FY09	FY10
Officials/Managers	49	42
Professionals	80	78
Technicians	8	7
Paraprofessionals	9	8
Office/Clerical	14	13
Skilled Craft Workers	1	1
Service/Maintenance	1	1

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

- **Decrease in number of African American underutilization by 1 from FY09 to FY10.**
- **Despite a decrease in the number of African Americans employed at IDPH from FY09 to FY10 the percentage remains at 14% due to an overall decrease in staff size.**

- **Decreases attributable to:**
  - **50% Retirement**
  - **19% Resignation**
  - **12.5% Transfer (Inter-agency)**
  - **12.5% Discharge**
  - **6% Death**

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

   IDPH continues to work close with and enhance relationships with African American professional and community-based organizations.

Please attach additional sheets as necessary.

Received by CMS on _10/29/10____

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: _____Illinois Racing Board_____

Name of Individual Completing Survey: ____Jackie Clisham_____

Individual's Working Title: __Chief Fiscal Officer/Director of Labor and Personnel

Individual's Phone Number: ____312-814-5437_____

Individual's Mailing Address: ____100 W Randolph; Ste 7-701; Chgo, 60601_____

Individual's Email Address:_____jackie.clisham@illinois.gov_____

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

_____ Officials and Managers

_____ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

___1___ Office and Clerical

___1___ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

___7___ Officials and Managers

___15__ Professionals

___0___ Technicians

__0___ Protective Service Workers

__3___ Para-Professionals

__9 __ Office and Clerical

__20___ Skilled Craft Workers

___0__ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

___54_____

4. As of June 30, 2010, provide the underutilization for African Americans by category:

_____ Officials and Managers

___1___ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

Not currently

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

The Administrative & Regulatory Shared Services Center handles all hiring and interviewing for the Illinois Racing Board. All of the positions that are located at the race tracks are included in the AFSCME bargaining unit. Before any recruitment can be done, the vacancies must first be posted on the State-Wide posting system and the positions filled through Article XIX, Filling of Vacancies in the AFSCME contract.

Since these positions do not fall under the Personnel Code, if the positions are not filled through the AFSCME contract, the Agency will reach out to members of the horse racing industry to find qualified applicants for their positions.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):
Participated in the job fair at Malcolm X College this year.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

All of the positions at the race tracks are in the union, promotional opportunities are offered through the AFSCME Contract, Article XIX, Filling of Vacancies language and Upward Mobility programs.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

The Administrative & Regulatory Shared Services Center completes all the necessary paperwork required to fill a vacancy, including Hiring and Promotion Monitors.

d) Recommendations provided by DHR, CMS or the Auditor General:

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:
As indicated above, the Agency has an underutilization of one AA employee in the Professional category.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.
Underutilization numbers decreased due to layoffs.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.
Our agency and the horse racing industry is shrinking. We do not foresee the ability to hire staff in the near future.

Please attach additional sheets as necessary.

Received by CMS on _10/29/10___

State Hispanic Employment Plan Survey

Per Senate Bill 2043/Public Act 94-0597, each state agency is required to report to CMS all of their activities in implementing the State Hispanic Employment Plan and the Bilingual Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or joseph.ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Racing Board_____

Name of Individual Completing Survey: _____Jackie Clisham_____

Individual's Working Title: __CFO/Dir of Labor & Personnel

Individual's Phone Number: _____312-814-5437_____

Individual's Mailing Address: _____100 W Randolph; Ste 7-701; Chgo, 60601_

Individual's Email Address:_____jackie.clisham@illinois.gov_____

1. As of June 30, 2010, provide the number of Hispanics employed within each of the following EEOC categories:

_____ Officials and Managers

___1___ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

__1____ Office and Clerical

__2____ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2010, provide the number of employees in Spanish-speaking option positions who receive bilingual pay employed within each of the following categories:

_____ Officials and Managers

_____ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

___7___ Officials and Managers

__15___ Professionals

_____ Technicians

_____ Protective Service Workers

__3___ Para-Professionals

__9____ Office and Clerical

__20___ Skilled Craft Workers

_____ Service-Maintenance

4. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

_____54_____

5. As of June 30, 2010, provide the underutilization for Hispanics by category:

_____ Officials and Managers

_____ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

6. Does your agency provide budget allocations for Hispanic Employment Programs? Additionally, has your agency established a budget for Bilingual (Spanish-speaking option) program(s)? If yes, provide FY 10 budget allocation for each of these programs:
Not currently

7. Provide FY09 budget allocation for above Hispanic Employment Program(s) and Bilingual (Spanish-speaking option) program(s):

_____
_____
_____
_____
_____

8. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Hispanic Employment Plan?

The Administrative & Regulatory Shared Services Center handles all hiring and interviewing for the Illinois Racing Board. All of the positions that are located at the race tracks are included in the AFSCME bargaining unit. Before any recruitment can be done, the vacancies must first be posted on the State-Wide posting system and the positions filled through Article XIX, Filling of Vacancies in the AFSCME contract.

Since these positions do not fall under the Personnel Code, if the positions are not filled through the AFSCME contract, the Agency will reach out to members of the horse racing industry to find qualified applicants for their positions.

9. List all agency activities undertaken in implementing the State Hispanic Employment Plan:

   a) Hispanic employment strategies (recruitment, internships, community linkages, development of a Hispanic Employment Recruitment Plan):

   b) How does your agency assess bilingual skills when filling positions as bilingual option? (Example; structured oral interview, written test, none)
   We do not currently have bilingual options.

b) Spanish-speaking option employment strategies to increase the number of available bilingual/Spanish employees to service the needs of your Spanish-speaking public:

The Illinois Racing Board does not work with the public. There are 4 Hispanic employees within the Agency that could assist if a need arises with a licensee.

c) Promotional programs that provide Hispanic employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your Spanish-speaking public and your Hispanic employees:

All of the positions at the race tracks are in the union, promotional opportunities are offered through the AFSCME Contract, Article XIX, Filling of Vacancies language and Upward Mobility programs.

e) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

The Administrative & Regulatory Shared Services Center completes all the necessary paperwork required to fill a vacancy, including Hiring and Promotion Monitors.

f) Recommendations provided by DHR, CMS or the Auditor General:

10. Provide results of your agency's studies and monitoring success concerning the number of Hispanics and Spanish-speaking bilingual persons employed by your agency in the EEOC categories:

The Agency is currently not underutilized in any category or region for Hispanic employees.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

Yes, due to budget shortfalls, the Agency was required to conduct a reorganization that resulted in the layoff of 2 Hispanic employees.

11. Please provide any suggestions/recommendations for increasing the number of Hispanics and Spanish-speaking bilinguals employed by your agency.
Our agency and the horse racing industry are shrinking. We do not foresee the ability to hire staff in the near future.

Please attach additional sheets as necessary.

Received by CMS on _____

2010 OCT 27 A 9:49

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

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Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Department of Revenue

Name of Individual Completing Survey: Ruby Taylor

Individual's Working Title: EEO Officer

Individual's Phone Number: 217-524-9210

Individual's Mailing Address: 101 West Jefferson, Mail Code 3-380

Individual's Email Address: Ruby. Taylor@ Illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

__26__ Officials and Managers

__181__ Professionals

__31__ Technicians

__2__ Protective Service Workers

__20__ Para-Professionals

__24__ Office and Clerical

__1__ Skilled Craft Workers

__2__ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

__318__ Officials and Managers

__1097__ Professionals

__210__ Technicians

__15__ Protective Service Workers

__148__ Para-Professionals

__156__ Office and Clerical

__9__ Skilled Craft Workers

__11__ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

2106

4. As of June 30, 2010, provide the underutilization for African Americans by category:

___1___ Officials and Managers

___2___ Professionals

___0___ Technicians

___0___ Protective Service Workers

___1___ Para-Professionals

___0___ Office and Clerical

___0___ Skilled Craft Workers

___0___ Service-Maintenance

5. **Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:**

There are no specific allocations for African American Employment Programs.

6. **What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?**

The Department of Revenue's hiring, interviewing, and recruitment efforts are undertaken by the Administrative and Regulatory Shared Services Center. The A& R Shared Service Center Staff is Rutan Certified and mandated to follow all applicable State of Illinois Personnel Code rules and guidelines.

7. **List all agency activities undertaken in implementing the State African American Employment Plan:**

   a) **African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):**

   The A & R Shared Services Recruitment and Selection staff follows the prescribed recruitment and hiring procedures that are outlined in the State

of Illinois "Interview and Selection Criteria and Techniques Manual". Vacant positions are advertised on the Central Management Services employment web-site.

b) **Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:**

Central Management Services (CMS) sponsor career enhancement and self development programs for the State of Illinois employees at no cost. CMS also sponsor training programs in a variety of subject matters.

c) **How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:**

The Department of Revenue like other state agencies rely heavily on the A&R Shared Services staff to follow the statute as it relates to the hiring process. In addition, the agency Director and or his designee and the EEO Officer review and sign off on all hiring and promotion monitors to which A&R Shared Services is required to attach documentation in support of the hiring decision.

d) **Recommendations provided by DHR, CMS or the Auditor General:**

The Department of Revenue has not received any recommendations from the Department of Human Rights, Central Management Services or the Auditor General.

8. **Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:**

As of June 30, 2010, the Department of Revenue employed 1886 employees. Of the 1886 employees 244 or 12.94% were African Americans.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

As of June 30, 2009, the Department of Revenue employed 2003 employees. Of the 2003 employees 255 or 12.73% were African Americans.

9. **Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.**

The Department of Revenue encourages minority and disabled employees and non- employees to secure grades from CMS for position that they may be interested in and to apply when those opening are posted.

Please attach additional sheets as necessary.

Received by CMS on 2010 OCT 27 P 4: 35

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
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Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Office of the Illinois State Fire Marshal

Name of Individual Completing Survey: Janet M. Patterson

Individual's Working Title: Executive II

Individual's Phone Number: 217/785-4717

Individual's Mailing Address: 1035 Stevenson Drive, Springfield, IL 62703-4259

Individual's Email Address: Janet.Patterson@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

_____ Officials and Managers

__2__ Professionals

__1__ Technicians

__2__ Protective Service Workers

__1__ Para-Professionals

__2__ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

__25__ Officials and Managers

__60__ Professionals

__30__ Technicians (includes 9 PT employees)

__15__ Protective Service Workers

__3__ Para-Professionals

__6__ Office and Clerical

__0__ Skilled Craft Workers

__2__ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

141 (includes 9 PT employees)

4. As of June 30, 2010, provide the underutilization for African Americans by category:

   ___1___ Officials and Managers

   ___1___ Professionals

   ___3___ Technicians

   _____ Protective Service Workers

   _____ Para-Professionals

   _____ Office and Clerical

   _____ Skilled Craft Workers

   _____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

   No

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

   Human Resource functions are handled by the Public Safety Shared Service Center. Executive Staff and EEO Officer are aware of the agency's underutilized categories.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

Human Resource functions are handled by the Public Safety Shared Service Center. Executive Staff and EEO Officer are aware of the agency's underutilized categories. The agency posts all vacancies on the work4illinois.gov and Employment Security websites, notifies State of Illinois EEO Officers, agency employees, and all Legislators throughout the state of Illinois. Employment opportunities are available on our website with a link to work4illinois.gov

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

Upward Mobility (AFSCME) and Tuition Reimbursement programs are available to employees.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

The Agency EEO Officer works with the Public Safety Shared Service Center to ensure Hiring and Promotion Monitors are completed as required.

d) Recommendations provided by DHR, CMS or the Auditor General:

N/A

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

The agency has not completed any studies during this reporting period.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

No changes.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

The agency continues to use the same hiring and promotion tools listed in our AA Plan. The agency posts all vacancies on the work4illinois.gov and Employment Security websites, notifies State of Illinois EEO Officers, agency employees, and all Legislators throughout the state of Illinois. Employment opportunities are available on our website with a link to work4illinois.gov

Please attach additional sheets as necessary.

Received by CMS on 10/29/10

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

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ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency:	Illinois State Police
Name of Individual Completing Survey:	Suzanne L.Y. Bond
Individual's Working Title:	EEO Program Manager
Individual's Phone Number:	(217) 782-1282
Individual's Mailing Address:	Illinois State Police, EEO Office 801 S. 7th Street, Suite 100-S Springfield, IL 62794-9461
Individual's Email Address:	Suzanne_Yokley-Bond@isp.state.il.us

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

   12 Officials and Managers

   44 Professionals

   57 Technicians

   158 Protective Service Workers

   22 Para-Professionals

   20 Office and Clerical

   0 Skilled Craft Workers

   4 Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

   175 Officials and Managers

   656 Professionals

   649 Technicians

   1399 Protective Service Workers

   133 Para-Professionals

   252 Office and Clerical

   7 Skilled Craft Workers

   29 Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:
   3,300

4. As of June 30, 2010, provide the underutilization for African Americans by category:

   -2 Officials and Managers

   -21 Professionals

   -11 Technicians

   -32 Protective Service Workers

   -1 Para-Professionals

   -5 Office and Clerical

   ___ Skilled Craft Workers

   ___ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:
   The Illinois State Police Recruitment Section attended 68 career fairs during FY10 to identify and target African American candidates. Although a specific budget allocation was not established, the Illinois State Police spent $5,850 in fees to attend these recruitment events.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?
   The Illinois State Police has conducted internal meetings to ensure compliance with the legislative mandates of the African American Employment Plan. Each Hiring and Promotional Monitor is reviewed and approved by the EEO Office and the Director's Office prior to hiring and promotional action being taken.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):
      See Attachment #1.

   b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise

enhance your agency's ability to meet the needs of your African American public and your African American employees:
The Illinois State Police offers a Mentoring Program to all employees, which is designed to enhance their opportunity for career advancement.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:
Each work unit within the Illinois State Police must contact the EEO Office for assistance when they are completing Hiring and Promotional Monitors. Additionally, each Hiring and Promotional Monitor is reviewed and approved by the EEO Office and the Director's Office prior to action being taken.

d) Recommendations provided by DHR, CMS or the Auditor General:
The Illinois State Police consistently meets and exceeds the statutory goals to recruit, hire and promote minority employees. We submit an annual plan to the Illinois Department of Human Rights, which contains goals for the recruitment, retention and promotion of qualified minorities for sworn and civilian positions. These goals for FY10 were approved as submitted and are attached (Attachment #1).

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:
During FY10, there were 12 opportunities to hire/promote minorities in underutilized categories of African American, Hispanic, Asian and Native Americans; 4 or 33 percent addressed underutilization. There were also 7 opportunities to hire/promote females in the underutilized category; 7 or 100 percent addressed underutilization.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.
In FY10, there were 33 less opportunities to hire/promote in underutilized categories than in FY09.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.
The Illinois State Police has developed goals for the FY11 Annual Equal Employment Opportunity Plan (see Attachment #2) to recruit qualified minorities for sworn and civilian positions.

Please attach additional sheets as necessary.

State African American Employment Plan Survey
Attachment #1

FY10 EEO and Recruitment Numeric Goals

Areas To Be Addressed:

Sworn Underutilization of 41 women.

Sworn Underutilization of 64 minorities.

Code and Sworn Combined Underutilization of 271 disabled persons.

** The use of the word "underutilization" in this document is required by the procedures established by the Illinois Department of Human Rights. It is not intended to infer that statistical data alone will determine employment practices. The Department will not base employment-related decisions on quotas or other processes in which race, gender or disability inappropriately influences the outcome.*

Recruitment, Retention, and Promotion: Improve the representation of women, minorities, and disabled persons in all ISP job categories and training opportunities to allow the ISP to better meet the diverse needs of the communities the agency serves. Special attention should be given to increase the number of sworn minority women employed by the Department. Presently, out of **231 female officers**, only **22 are African American**, **16 are Hispanic**, **2 are Asian**, and **1 is Native American**. Ensure there are no barriers limiting access to employment, promotional, training and career enhancement opportunities, thereby broadening the knowledge, skills and abilities of employees allowing them to assume more managerial, administrative and supervisory positions within the Department.

Performance Measure I
Goal/Outcome: Recognize an increase in the number of female and minority applicants for the Protective Services job category.

Objective/Output: Increase the number of qualified female candidates for employment within this job category.

Action Plan:

1. The Recruitment Section Manager will maintain a page on Facebook to disseminate recruitment information and reach additional qualified women candidates.
   Target Date: Ongoing

2. The Recruitment Section Manager will work with the Merit Board to identify and target specific women's recruitment sources/forums and ensuring adequate resources are allocated toward these efforts.
   Target Date: Ongoing

3. The Recruitment Section Manager will work with the Merit Board to ensure applicant pre-testing, remote site testing, and annual testing is available for interested female applicants on the Internet.
   Target Date: Ongoing

4. The Recruitment Section Manager will work with the Merit Board to send notification letters to female applicants for the Pre-testing examination approximately a month prior to the scheduled date.
   Target Date: Ongoing

5. The EEO Program Manager and Recruitment Section Manager will meet semi-annually to review recruitment strategies designed to promote the employment of women and the effectiveness of other recruitment strategies.
   Target Date: March 2010 and September 2010

6. The EEO Program Manager and Recruitment Section Manager will coordinate annual training for Field Recruiters from the other divisions to ensure the Field Recruiters understand their responsibilities with our Recruitment efforts.
   Target Date: June 2010

Objective/Output: Increase the number of qualified minority candidates for employment within this job category.

Action Plan:

1. The Recruitment Section Manager will maintain a page on Facebook to disseminate recruitment information and reach additional qualified minority candidates.
   Target Date: Ongoing

2. The Recruitment Section Manager will work with the Merit Board to identify and target specific minority persons' recruitment sources/forums and ensuring adequate resources are allocated toward these efforts.
   Target Date: Ongoing

3. The Recruitment Section Manager will work with the Merit Board to ensure applicant pre-testing, remote site testing, and annual testing is available for interested minority applicants on the Internet.
   Target Date: Ongoing

4. The Recruitment Section Manager will work with the Merit Board to send notification letters to minority applicants for the Pre-testing examination approximately a month prior to the scheduled date.
   Target Date: Ongoing

5. The EEO Program Manager and Recruitment Section Manager will meet semi-annually to review recruitment strategies designed to promote the employment of minority persons and the effectiveness of other recruitment strategies.
   Target Date: March 2010 and September 2010

6. The EEO Program Manager and Recruitment Section Manager will coordinate annual training for Field Recruiters from the other divisions to ensure the Field Recruiters understand their responsibilities with our Recruitment efforts.
   Target Date: June 2010

Objective/Output: Improve diversity within the Department's Internship Program.

Action Plan:

1. The Recruitment Section Manager will maintain the ISP website to include our ISP College Student Internship application, so that interested applicants can download the application.
   Target Date: Ongoing

2. The Recruitment Section Manager will maintain a page on Facebook to disseminate recruitment information and reach additional qualified female and minority youth to participate in our Internship Program.
   Target Date: Ongoing

3. The EEO Program Manager and Recruitment Section Manager will meet semi-annually to review and analyze alternative methods of attracting a more diversified candidate pool for our Internship Program.
   Target Date: March 2010 and September 2010

4. The Recruitment Section Manager will coordinate annual training for representatives from the other divisions to ensure the representative understand their responsibilities with our Internship efforts.
   Target Date: June 2010

5. The Recruitment Section Manager will coordinate a law enforcement academy camp for at risk youth from central and southern Illinois in an effort to encourage female and minority youth to consider law enforcement as a career option.
   Target Date: September 2010

Performance Measure II
Goal/Outcome: Recognize an increase in the number of available sworn female and minority candidates for the Technician, Professional and Official/Manager job categories.

Objective/Output: Increase the diversity, experience and backgrounds of the employees in these job categories.

Action Plan:

1. Increase the number of female and minority applicants for the Protective Services job category, which will eventually increase the number of women and minority candidates available for promotion or assignment to the Technician job category.
   Target Date: See Performance Measure I above.

2. The EEO Program Manager will maintain a database to track and analyze all sworn promotions from FY03 forward.
   Target Date: Ongoing

3. The EEO Program Manager will meet with the First Deputy Director on a monthly basis to discuss issues related to internal complaints and the appointment of qualified women, minorities, and disabled persons to the above referenced job categories. Specific problems and developments will be discussed along with recommendations and strategies for conciliation.
   Target Date: Ongoing

4. The EEO Program Manager will analyze and monitor attendance at available management, administrative, and supervisory training schools (i.e., ISP Leadership Institute, Northwestern University Traffic Institute, Southern Police Institute, FBI National Academy, and others) to ensure equitable access for all employees.
   Target Date: September 2010

Areas To Be Addressed:

Code Underutilization of 22 women.

Code Underutilization of 59 minorities.

Code and Sworn Combined Underutilization of 271 disabled persons.

** The use of the word "underutilization" in this document is required by the procedures established by the Illinois Department of Human Rights. It is not intended to infer that statistical data alone will determine employment practices. The Department will not base employment-related decisions on quotas or other processes in which race, gender or disability inappropriately influences the outcome.*

Performance Measure III
Goal/Outcome: Recognize an increase in the number of available code female, minority and disabled candidates for all job categories.

Objective/Output: Increase the diversity, experience and backgrounds of the code personnel.

Action Plan:

1. The EEO Program Manager and Recruitment Section Manager will disseminate entry-level code vacancy announcements to various religious, educational and community organizations

to reach additional qualified women, minority and disabled candidates.
Target Date: Ongoing

2. The EEO Program Manager and Recruitment Section Manager will meet semi-annually to review and analyze the effectiveness of our code recruitment efforts.
Target Date: March 2010 and September 2010

3. The Recruitment Section Manager will maintain contact with representatives from the other Divisions to establish liaisons to coordinate code recruitment efforts and to discuss more effective methods for disseminating code recruitment information at various recruitment events.
Target Date: Ongoing

4. The Recruitment Section Manager will coordinate annual training for Field Recruiters from the other divisions to ensure they understand their responsibilities with respect to our code recruitment efforts. A representative of the EEO Office will provide instruction regarding EEO policies and procedures during this training.
Target Date: June 2010.

State African American Employment Plan Survey
Attachment #2

FY11 EEO and Recruitment Numeric Goals

AREAS TO BE ADDRESSED FOR SWORN PERSONNEL:

Sworn Underutilization of 73 women.

Sworn Underutilization of 39 minorities.

Code and Sworn Combined Underutilization of 226 disabled persons.

** The use of the word "underutilization" in this document is required by the procedures established by the Illinois Department of Human Rights. It is not intended to infer that statistical data alone will determine employment practices. The Department will not base employment-related decisions on quotas or other processes in which race, gender or disability inappropriately influences the outcome.*

Recruitment, Retention, and Promotion: Improve the representation of women, minorities, and disabled persons in all ISP job categories and training opportunities to allow the ISP to better meet the diverse needs of the communities the agency serves. Special attention should be given to increase the number of sworn minority women employed by the Department. Presently out of **212 female officers**, only **19 are African American**, **16 are Hispanic**, and **2 are Asian**. Ensure there are no barriers limiting access to employment, promotional, training and career enhancement opportunities, thereby broadening the knowledge, skills and abilities of employees allowing them to assume more managerial, administrative and supervisory positions within the Department.

GOAL #1:
Recognize and increase the number of female and minority applicants for the Protective Services job category.

OBJECTIVE #1:
Increase the likelihood of future employment of females and minorities by ensuring members of these groups have access to, and are encouraged to participate in, the Department's Internship Program.

Action Plan:

1. The ISP Internet website will contain a link to a College Student Internship application to improve the accessibility of the internship to these groups and prominently display photographs of women and minorities to encourage such application.
   Monitoring Procedure: When requested, provide link to application.
   Responsibility: Recruitment Chief or designee.
   Target Date: Ongoing

2. Social networking sites regarding the Department Internship Program will be maintained and will prominently display photographs of members of underutilized groups.
   Monitoring Procedure: When requested, provide links to sites.
   Responsibility: Recruitment Chief or designee.
   Target Date: Ongoing

3. Information will be disseminated to ensure Department personnel understand the need to encourage females and minorities to participate in the Internship Program and pursue a career with the Department.
   Monitoring Procedure: When requested, provide copies of the information.
   Responsibility: Recruitment Chief or designee.
   Target Date: December 2010

4. The Chief EEO Officer and Recruitment Chief will meet semi-annually to review and analyze alternative methods of attracting a more diversified candidate pool for our Internship Program.
   Monitoring Procedure: When requested, provide meeting dates and topics.
   Responsibility: Chief EEO Officer or designee, and Recruitment Chief or designee.
   Target Date: March 2011 and September 2011

OBJECTIVE #2:
Increase the visibility and effectiveness of recruitment efforts directed at qualified female and minority candidates for employment within the Protective Services job category.

Action Plan:

1. Maintain a page on social networking sites to disseminate recruitment information and reach additional qualified women and minority candidates.
   Monitoring Procedure: When requested, provide links to sites.
   Responsibility: Recruitment Chief or designee.
   Target Date: Ongoing

2. Information regarding applicant pre-testing, remote site testing, and annual testing will be made available via the Internet for interested female and minority applicants.
   Monitoring Procedure: When requested, provide site links.
   Responsibility: ISP Merit Board and Recruitment Chief or designee.
   Target Date: Ongoing

3. Training will be conducted to ensure Field Recruiters understand their responsibilities and the need to encourage female and minority applicants to pursue a career with the Department. A representative of the EEO Office will provide instruction regarding EEO policies and procedures during this training.
   Monitoring Procedure: When requested, provide training schedule and outline.
   Responsibility: Recruitment Chief or designee.
   Target Date: December 2010

4. A law enforcement academy camp for at-risk youth will be conducted in an effort to encourage female and minority youth to consider law enforcement in general, and the ISP in particular as a career option.
   Monitoring Procedure: When requested, provide camp schedule.
   Responsibility: Recruitment Chief or designee.
   Target Date: September 2011

5. Exit interviews will be reviewed to identify factors affecting the retention of female and minority employees.
   Monitoring Procedure: When requested, provide number of exit interviews reviewed.
   Responsibility: Chief EEO Officer or designee.
   Target Date: Ongoing

OBJECTIVE #3:
Increase recruitment efforts directed at qualified female candidates for employment within the Protective Services job category.

Action Plan:

1. Identify specific female recruitment sources/forums and ensure adequate resources are allocated toward these efforts. This will include the development and dissemination of recruitment materials specifically directed toward females.
   Monitoring Procedure: When requested, provide list of sources and copies of materials.
   Responsibility: Recruitment Chief or designee.
   Target Date: Ongoing

2. Notification letters will be sent to female applicants for the pre-testing examination approximately a month prior to the scheduled date.
   Monitoring Procedure: When requested, provide links to sites.
   Responsibility: ISP Merit Board and Recruitment Chief or designee.
   Target Date: Ongoing

3. The Chief EEO Officer and the Recruitment Section Manager will meet semi-annually to review the effectiveness of our sworn recruitment efforts.
   Monitoring Procedure: When requested, provide meeting dates and topics.
   Responsibility: Chief EEO Officer or designee, and Recruitment Chief or designee.
   Target Date: March 2011 and September 2011

OBJECTIVE #4:
Increase recruitment efforts directed at qualified minority candidates for employment within the Protective Services job category.

Action Plan:

1. Identify specific minority recruitment sources/forums and ensure adequate resources are allocated toward these efforts. This will include the development and dissemination of recruitment materials specifically directed toward various underutilized groups (i.e., African

Americans, Hispanics, Asians, Native Americans, etc.).
Monitoring Procedure: When requested, provide list of sources and copies of materials.
Responsibility: Recruitment Chief or designee.
Target Date: Ongoing

2. Notification letters will be sent to minority applicants for the pre-testing examination approximately a month prior to the scheduled date.
Monitoring Procedure: When requested, provide links to sites.
Responsibility: ISP Merit Board and Recruitment Chief or designee.
Target Date: Ongoing

3. The Chief EEO Officer and Recruitment Chief will meet semi-annually to review the effectiveness of our sworn recruitment efforts.
Monitoring Procedure: When requested, provide meeting dates and topics.
Responsibility: Chief EEO Officer or designee and Recruitment Chief or designee.
Target Date: March 2011 and September 2011

GOAL #2:
Recognize and increase in the number of female and minority applicants for the Technician, Professional and Official/Manager job categories.

OBJECTIVE #1:
Identify and eliminate barriers to advancement for qualified female and minority employees.

Action Plan:

1. Increase the number of female and minority applicants for the Protective Services job category, which will eventually increase the number of female and minority candidates available for promotion to the Technician job category.
Monitoring Procedure: See Goal #1 above.
Responsibility: Recruitment Chief or designee.
Target Date: Ongoing

2. The Chief EEO Officer will analyze and monitor attendance at available management, administrative, and supervisory training schools (i.e., ISP Leadership Institute, Northwestern University Traffic Institute, Southern Police Institute, FBI National Academy, and others) to ensure equitable access for all employees.
Monitoring Procedure: When requested, provide data on attendance.
Responsibility: Chief EEO Officer or designee.
Target Date: Ongoing

3. The Chief EEO Officer will participate in the Sworn Interview and Selection process to ensure managers are aware of their duties and responsibilities under the Department's EEO policies and procedures.
   Monitoring Procedure: When requested, provide copies of sworn promotional recommendations.
   Responsibility: Chief EEO Officer or designee.
   Target Date: Ongoing

4. A database will be maintained to track and analyze all sworn promotions from FY03 forward.
   Monitoring Procedure: When requested, provide information from database.
   Responsibility: Chief EEO Officer or designee.
   Target Date: Ongoing

5. The Chief EEO Officer will meet with the First Deputy Director on a monthly basis to discuss issues related to internal complaints and the appointment of qualified female, minority, and disabled persons to the above-referenced job categories. Specific problems and developments will be discussed, along with recommendations and strategies for conciliation.
   Monitoring Procedure: When requested, provide meeting dates and topics.
   Responsibility: Chief EEO Officer or designee.
   Target Date: Ongoing

AREAS TO BE ADDRESSED FOR CODE PERSONNEL:

Code Underutilization of 17 females.

Code Underutilization of 65 minorities.

Code and Sworn Combined Underutilization of 226 disabled persons.

* The use of the word "underutilization" in this document is required by the procedures established by the Illinois Department of Human Rights. It is not intended to infer that statistical data alone will determine employment practices. The Department will not base employment-related decisions on quotas or other processes in which race, gender or disability inappropriately influences the outcome.

GOAL #1:
Recognize an increase in the number of available code female, minority and disabled candidates for all job categories.

OBJECTIVE #1:
Increase the visibility and effectiveness of recruitment efforts directed at qualified female and minority candidates for code employment within the Department.

Action Plan:

1. The Recruitment Chief will disseminate entry-level code vacancy announcements to various religious, educational and community organizations to reach additional qualified female and minority candidates.
   Monitoring Procedure: When requested, provide links to sites.
   Responsibility: Recruitment Chief or designee.
   Target Date: Ongoing

2. The Recruitment Chief will maintain contact with representatives from the other Divisions to establish liaisons to coordinate code recruitment efforts and to discuss more effective methods for disseminating code recruitment information at various recruitment events.
   Monitoring Procedure: When requested, provide information regarding recruiting efforts discussed.
   Responsibility: Recruitment Chief or designee.
   Target Date: Ongoing

3. Training will be conducted to ensure Field Recruiters understand code recruitment efforts and the need to encourage female and minority applicants to pursue a civilian career with the Department. A representative of the EEO Office will provide instruction regarding EEO policies and procedures during this training.
   Monitoring Procedure: When requested, provide training schedule and outline.
   Responsibility: Recruitment Chief or designee.
   Target Date: September 2011

4. The Chief EEO Officer and Recruitment Chief will meet semi-annually to review and analyze the effectiveness of our code recruitment efforts.
   Monitoring Procedure: When requested, provide meeting dates and topics.
   Responsibility: Chief EEO Officer or designee and Recruitment Chief or designee.
   Target Date: March 2011 and September 2011

OBJECTIVE #2:
Increase the visibility and effectiveness of recruitment efforts directed at qualified disabled candidates for code employment within the Department.

Action Plan:

1. The Recruitment Chief will disseminate entry-level code vacancy announcements to various disability advocacy groups to reach additional qualified disabled candidates.
   Monitoring Procedure: When requested, provide links to sites.
   Responsibility: Recruitment Chief or designee.
   Target Date: Ongoing

2. The Recruitment Chief will work with Interagency Committee on Employees With Disabilities (ICED) to identify internship candidates where appropriate and possible.
   Monitoring Procedure: When requested, provide information regarding intern candidates discussed.
   Responsibility: Recruitment Chief or designee.
   Target Date: Ongoing

3. The Chief EEO Officer will remind representatives from the other Divisions to utilize the Successful Disability list where appropriate and possible.
   Monitoring Procedure: When requested, provide information disseminated.
   Responsibility: Chief EEO Officer or designee.
   Target Date: Ongoing

4. The Chief EEO Officer and Recruitment Chief will meet semi-annually to review and analyze the effectiveness of our code recruitment efforts.
   Monitoring Procedure: When requested, provide meeting dates and topics.
   Responsibility: Chief EEO Officer or designee and Recruitment Chief or designee.
   Target Date: March 2011 and September 2011

Received by CMS 10/19/10_____

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: Illinois State Police Merit Board

Name of Individual Completing Survey: Melinda G. Gutierrez

Individual's Working Title: Personnel Officer

Individual's Phone Number: (217) 786-6244

Individual's Mailing Address: 531 Sangamon Avenue East, Springfield, Illinois 62702

Individual's Email Address: mgutierrez@ispmeritboard.org

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

____0___ Officials and Managers

____0___ Professionals

____0___ Technicians

____0___ Protective Service Workers

____0___ Para-Professionals

____0___ Office and Clerical

____0___ Skilled Craft Workers

____0___ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

____0___ Officials and Managers

____0___ Professionals

____0___ Technicians

____0___ Protective Service Workers

____0___ Para-Professionals

____0___ Office and Clerical

____0___ Skilled Craft Workers

____0___ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

_____6_____

4. As of June 30, 2010, provide the underutilization for African Americans by category:

____0___ Officials and Managers

____0___ Professionals

____0___ Technicians

____0___ Protective Service Workers

____0___ Para-Professionals

____0___ Office and Clerical

____0___ Skilled Craft Workers

____0___ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

no

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

We are a very small agency total of 5 employees

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

none

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

none

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

none

d) Recommendations provided by DHR, CMS or the Auditor General:

none

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

none

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

none

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

none

Please attach additional sheets as necessary.

Received by CMS on 2010 OCT 12 A 10:53

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

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Bureau of Personnel/Division of Statewide Services
503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: STATE EMPLOYEES' RETIREMENT SYSTEM

Name of Individual Completing Survey: Becky Tobias

Individual's Working Title: Human Resources Manager

Individual's Phone Number: (217) 785-7018

Individual's Mailing Address: 2101 S. Veterans Pkwy., Springfield, IL 62794-9255

Individual's Email Address: becky.tobias@srs.illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

___0___ Officials and Managers

___0___ Professionals

___0___ Technicians

___0___ Protective Service Workers

___1___ Para-Professionals

___0___ Office and Clerical

___0___ Skilled Craft Workers

___0___ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

___18__ Officials and Managers

___37__ Professionals

___9___ Technicians

___0___ Protective Service Workers

___9___ Para-Professionals

___10__ Office and Clerical

___1___ Skilled Craft Workers

___0___ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

4. As of June 30, 2010, provide the underutilization for African Americans by category:

___0___ Officials and Managers

___0___ Professionals

___0___ Technicians

___0___ Protective Service Workers

___0___ Para-Professionals

___0___ Office and Clerical

___0___ Skilled Craft Workers

___0___ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

No

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

Agency staff responsible for hiring, interviewing, recruitment and EEO attend a monthly staff meeting in which these topics are routinely discussed so that all responsible staff are aware of any updates and the importance of compliance.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of an African American Employment Recruitment Plan):

SERS is aware of websites and organizations (Urban league, Illinois Association of Minorities in Government, Rainbow PUSH Coalition, National Black Chamber of Commerce) to utilize when posting job vacancies, college and university recruitment, and the ability to post job vacancies at the Department of Employment Security and Department of Labor.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

None

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

These monitors are completed for each new hire/promotion and reviewed by the Human Resources Manager to ensure compliance.

d) Recommendations provided by DHR, CMS or the Auditor General:

None

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

No studies have been administered. SERS employs approximately 85- 90 staff at any given time and the numbers are easily monitored by Human Resources.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

Yes - SERS had one (1) African American professional retire April 1, 2010 and hired one (1) African American technician January 1, 2010. The technician transferred back to their previous agency April 1, 2010.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

SERS will utilize the employment strategies listed in 7. (a) when given the opportunity.

Original received 10/29/10.
Corrected survey sent on

Received by CMS on 11/8/10

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: **Illinois Department of Transportation**

Name of Individual Completing Survey: Lesa Branham

Individual's Working Title: Deputy Director, Office of Finance and Administration

Individual's Phone Number: 217-782-2545

Individual's Mailing Address: 2300 South Dirksen Parkway, Rm 339B
Springfield, IL 62764

Individual's Email Address: Lesa.Branham@Illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories: This includes FTP/PPT it DOES NOT include (41) Truck Weight Inspectors.

	6/30/2010		10/26/2010
	68	Officials and Managers	69
	147	Professionals	149
	64	Technicians	67
	0	Protective Service Workers	0
	19	Para-Professionals	22
	4	Office and Clerical	4
	7	Skilled Craft Workers	7
	140	Service-Maintenance	156
Total	449		474

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories: Data is not available for 6/30/2010. Assumption is that if a position was paid it was funded. Count includes FTP/PPT employees on LOA.

1,024	Officials and Managers
1,408	Professionals
620	Technicians
0	Protective Service Workers
177	Para-Professionals
64	Office and Clerical
72	Skilled Craft Workers
1,970	Service-Maintenance
Total 5,335	

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's: The following total does not include 41 Truck Weight Inspectors.

5,335

4. As of June 30, 2010, provide the underutilization for African Americans by category:

11 Officials and Managers

7 Professionals

8 Technicians

(N/A) Protective Service Workers

2 Para-Professionals

0 Office and Clerical

0 Skilled Craft Workers

56 Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

No. There is a budgeted amount for all underutilized categories.
FY 10 budget allocation was $80,000 which covers registrations to attend College Career Fairs, (including Diversity Fairs), travel and targeted recruitment efforts for all underutilized categories.

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

Developed an internal Engineer Technician Recruitment Task Force of management staff to oversee components of recruitment outreach for the Engineer Technician position.

Developing an African American Employment Plan task force comprised of management staff to monitor compliance of the AA Employment Plan mandates.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

      1. Outreach programs have been developed to reach the underutilized population to increase the awareness of civil engineering as a career.
         - Civil Engineering College Scholarship Program
         - Engineering Academy for Elementary and High School students
         - Chicago Public School District annual Job Shadow Day and Summer Internship Program for High School Juniors.
      2. Attend college engineering and community career fairs as staffing permits.
      3. In Partnership with Triton College and Southern Illinois University-Carbondale to launch Engineer Technician training pilot program. This is a 10-week formal classroom and experiential educational opportunity to help increase the qualified applicant pool for IDOT entry level Engineer Technicians.
      4. Created and launched a Minority Outreach website showing current diversity programs and providing opportunity to join the IDOT Professional and Academic Network Alliance. The network provides updates of position postings, career fairs, and outreach efforts to a statewide data base of interested individuals, community organizations, and elected officials. Individuals from multiple regions (statewide) represent business owners, NAACP, ministers, and other catalysts to reach underutilized populations with employment and training opportunities.
      5. Developed an external Statewide Recruitment Advisory Committee of community partners and stakeholders to review barriers in recruitment and hiring, perceived or actual that will bring suggested solutions to IDOT to help overcome those identified barriers.
      6. Informational sessions given routinely at local community colleges to provide necessary information on CMS testing and application procedures for the Highway Maintainer permanent position and application information for the IDOT temporary Highway Maintainer "Snowbird" position.
      7. CDL preparation workshops in geographic areas with high percentages of African Americans. CDL is required for Highway Maintainers and Snowbirds with IDOT.
      8. Partnerships through the above listed outreach efforts, committees, and projects with Illinois Department of Employment Security (IDES), Illinois

Department Veterans' Affairs (IDEA), Secretary of Sate, CMS and the Illinois Department of Commerce and Economic Opportunity (DCEO).

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:
   1. Professional Advancement of Career Engineers (PACE), a leadership development training for IDOT engineers at level II or III.
   2. Accelerated Leadership Proficiency Series (ALPS), a program to develop and improve managerial skills and organizational knowledge for first line supervisors and staff that have significant program responsibilities.
   3. Executive Leadership Development Series (ELDS), a program designed to enhance management skills of midlevel personnel to prepare for increased administrative challenges.
   4. Annual Diversity Program open to the public and held during Black History month to highlight significant accomplishments of African American employees.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

   1. By Departmental Order all matters relating to recruitment, hiring, training, promotion, transfer, and departmental education and social activities shall be free of all discriminatory practices.

   2. By Departmental Order each employee must give his/her total commitment to the Affirmative Action Plan and fully support the department's efforts to achieve Equal Opportunity Employment.

   3. IDOT ensures compliance with Hiring and Promotion Monitor requirements by reporting all hiring, promotion, transfers and voluntary reductions to IDOT's civil rights officer. If the civil rights officer disagrees with the choice for a particular position and a qualified person from a protected class (minority, female) is available the civil rights officer may recommend said person.

d) Recommendations provided by DHR, CMS or the Auditor General:

   <u>IDOT has not received any recommendations.</u>

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

Monitoring Success for the period January 1, 2010 thru October 26, 2010:

Count of monitors: 523
African Americans 67 (51 BM & 16 BF)
Concur 510
Non-concur 13
Non-concur overturned 1

Analysis of YTD FY10 data as a result of the Agency's compliance with the Agency's 2010 Affirmative Action Plan shows a slight increase in the number of **new hires** of African Americans employed full time from 2009. This increase was .2%

The Agency monitors candidate interview and rating sheets before an official offer is made for employment. A Hiring Monitor form is completed and signed by the IDOT EEO/Affirmative Action Officer pursuant to an offer being made. The same process is used for promotions; a Promotions Monitor form is completed and signed by the IDOT EEO/AA Officer.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

Yes, a slight increase shows in the number of new hires as well as the total number of African American Employed Full Time over the prior fiscal year.

New Hires **FY 09** 27 - Total African American Employees
New Hires **FY 10** 32 - Total YTD African American Employees

Total African American Employees
FY 09 408
FY 10 421 - Total YTD - This represents 8.3% of the total employed

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

- Identify and implement steps to increase internal programs geared toward retention and advancement of current African American employees.
- Include someone from an underrepresented group on each RUTAN interview team.
- Partner with community colleges and organizations to offer interview skills training geared toward the RUTAN interview process.
- Partner with community colleges and community organizations to review industry trends and needs for additional professional training and certifications.
- Partner with community organizations on career fairs in geographical areas with high numbers of African Americans.

- CDL training in geographic areas with high percentages of African Americans. CDL is required for Highway Maintainers and Snowbirds with IDOT.
- Continue to monitor identified barriers and solutions coming from the Recruitment Advisory Committee.
- Explore potential options for awarding Civil Engineering scholarships for students from underutilized groups in accredited Civil Engineering programs attending schools in the state of Illinois.
- Offer a specific number of Summer Internships for African American students that major in Civil Engineering in their junior academic year at Illinois accredited schools with a linkage to an IDOT employment interview upon graduation and meeting all hiring criteria.
- Review other professional, managerial, and administrative positions that have been identified as underutilized by Affirmative Action. Develop a recruitment strategy around those positions where turnover is expected.

Please attach additional sheets as necessary.

Received by CMS on _10/26/10___

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: **Veterans Affairs**

Name of Individual Completing Survey: **Jimmie L Miller**

Individual's Working Title: **Human Resources Director/Acting EEO Officer**

Individual's Phone Number: **217-782-5765**

Individual's Mailing Address: **833 South Spring Street Springfield, IL 62794**

Individual's Email Address: **Jimmie.Miller@Illinois.Gov**

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

__5____ Officials and Managers

__21____ Professionals

__28___ Technicians

__6____ Protective Service Workers

__72___ Para-Professionals

__2____ Office and Clerical

__0___ Skilled Craft Workers

__14__ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

___60____ Officials and Managers

___223____ Professionals

___205____ Technicians

___18___ Protective Service Workers

___393___ Para-Professionals

___47___ Office and Clerical

___28___ Skilled Craft Workers

___219___ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

1,192

4. As of June 30, 2010, provide the underutilization for African Americans by category:

_____ Officials and Managers

_____ Professionals

___1___ Technicians

_____ Protective Service Workers

___3___ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

No

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?
The Human Resources Director/Acting EEO Officer has developed consistency with Department of Human Rights minimum standard of 20% for African American hires in underutilized areas.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

   a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):
   The Department has provided employment announcements to the Illinois Association for Minorities in Government.

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:
Employees are encouraged to participate in the Upward Mobility Program offered thru CMS.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:
All new employee transaction packets require a signed Hiring and/or Promotional Monitor, by the Agency EEO Officer and Director Representative prior to being sent to CMS for processing.

d) Recommendations provided by DHR, CMS or the Auditor General:
DHR has recommended that the Agency should practice a consistent hiring practice of 20% for areas where underutilization consists.

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:
In September 2009 the there was overall underutilization of (11) African Americans. The current underutilization of African Americans agency wide is (4).

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.
The underutilization for 2010 has decreased from an underutilization of (11) in 2009, to the current underutilization of (4).

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.
The underutilization in African Americans will continually decrease to Parity, and remain in that status, with continued outreach and partnership with organizations that advocate for equality. Relationships of this type are built on a daily basis as long as the Agency remains persistent towards Affirmative Action.

Received by CMS on 2010 OCT 12 A 10: 52

State African American Employment Plan Survey

Per Senate Bill 3531/Public Act 096-1341, each state agency is required to report to CMS all of their activities in implementing the State African American Employment Plan which will be incorporated into the annual report submitted to the General Assembly. Please provide the information as requested below reflecting both bargaining unit and non-bargaining unit data.

DUE: Friday, October 29th, 2010

RETURN TO: Department of Central Management Services
Bureau of Personnel/Division of Statewide Services
503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497

Questions may be directed to Joe Ashcraft, CMS-Personnel at 217-524-1075 or Joseph.Ashcraft@illinois.gov

ALSO, PROVIDE A COPY TO THE DEPARTMENT OF HUMAN RIGHTS AT THE FOLLOWING ADDRESS:

Chief Legal Counsel
Illinois Department of Human Rights
100 W. Randolph St., Ste. 10-100
Chicago, Illinois 60601

Agency: ILLINOIS WORKERS' COMPENSATION COMMISSION

Name of Individual Completing Survey: ALMA MAXEY

Individual's Working Title: EEO OFFICER

Individual's Phone Number: (312) 814-6632

Individual's Mailing Address: 100 WEST RANDOLPH 8-267 CHICAGO, IL

Individual's Email Address: alma.maxey@illinois.gov

1. As of June 30, 2010, provide the number of African Americans employed within each of the following EEOC categories:

___9___ Officials and Managers

___15___ Professionals

___3___ Technicians

___0___ Protective Service Workers

___3___ Para-Professionals

___25___ Office and Clerical

___0___ Skilled Craft Workers

___1___ Service-Maintenance

2. As of June 30, 2010, provide the number of funded positions within each of the following EEOC categories:

___24___ Officials and Managers

___77___ Professionals

___4___ Technicians

___0___ Protective Service Workers

___5___ Para-Professionals

___64___ Office and Clerical

___0___ Skilled Craft Workers

___2___ Service-Maintenance

3. As of June 30, 2010, provide total number of agency employees on board; include full-time, part-time and LOA's:

4. As of June 30, 2010, provide the underutilization for African Americans by category:

____0____ Officials and Managers

____0____ Professionals

____0____ Technicians

____0____ Protective Service Workers

____0____ Para-Professionals

____0____ Office and Clerical

____0____ Skilled Craft Workers

____0____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 10 budget allocation for these programs:

No

6. What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the African American Employment Plan?

Interviewing and hiring staff are kept appraised of the Commission's under-utilization categories.

7. List all agency activities undertaken in implementing the State African American Employment Plan:

a) African American employment strategies (recruitment, internships, community linkages, development of a African American Employment Recruitment Plan):

None

b) Promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance your agency's ability to meet the needs of your African American public and your African American employees:

None

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:

Appropriate monitors are included with all promotion and hiring packages sent to CMS for processing. If a packet is found to be non-compliant with mandatory Hiring and Promotion Monitor requirements, the transaction is not processed.

d) Recommendations provided by DHR, CMS or the Auditor General:

None

8. Provide results of your agency's studies and monitoring success concerning the number of African American persons employed by your agency in the EEOC categories:

Currently the Commission is at parity in the number of African American employed.

Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.

There were two separations and three new-hires for a 5.77% increase in FY10.

9. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.

None

Please attach additional sheets as necessary.

Appendix 4

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department on Aging

Director: Charles D. Johnson **EEO/AA Officer:** Sara Han

Agency Workforce: 148 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

This agency is at parity for all affirmative action groups.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Underutilization Summary by Region

Name of Agency: AGING (47)

Report Date: End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0**

Total underutilization for Hispanics: **0**

Total underutilization for Females: **0**

Total underutilization for Asians: **0**

Total underutilization for Native Americans: **0**

Total Underutilization: **0**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Aging

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	26
40070	Senior Public Serv Admin	13

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	1
00133	Accountant Advanced	3
00501	Admin Assistant 1	8
00502	Administrative Asst 2	8
13851	Executive 1	13
13852	Executive 2	17
19693	Human Resources Spec	1
21162	Inf Srvcs Specialist II	2
21165	Inf Systems Analyst I	3
21166	Inf Systems Analyst II	3
25541	Mgmt Operations Anal I	1
35700	Pub Admin Intern	7
38572	Rev Tax Spec II	4
41311	Soc Serv Pro Planner I	1
41313	Soc Serv Pro Planner 3	5
41314	Soc Serv Prog Planner 4	4
41320	Soc Servs Career Tr	1
45253	Tech Adv 3	1

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	3
00116	Account Technician II	3
11437	Data Processing Supvr 3	1
38571	Rev Tax Spec I	4

Para-Professionals

Position Code	Position Title	Number of Positions
19691	Human Resources Assoc	1
30025	Office Coordinator	1
38575	Rev Tax Spec Tr	4
43200	Student Worker	1

Office / Clerical

Position Code	Position Title	Number of Positions
11420	Data Processing Asst	2
30010	Office Assistant	2
30015	Office Associate	4
30020	Office Clerk	2

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Agriculture

Director: Thomas Jennings **EEO/AA Officer:** Brent Eggleston

Agency Workforce: 432 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/09 THROUGH 9/30/09)

Agency underutilization at the beginning of FY10 was 13 African Americans, 1 Hispanic, 43 Females and 5 Asians. During this quarter there was one opportunity that did not address the minority goals. There were no opportunities to address the female goals. This agency is underutililized by 14 people with disabilities.

SECOND QUARTER (10/1/09 THROUGH 12/31/09)

As of 10/1/09, agency's underutilization was 13 African Americans, 1 Hispanic, 43 Females and 5 Asians. During this quarter there were no opportunities to address the minority goals. For females, there were 2 opportunities and 2 or 100% addressed this goal. This agency is underutililized by 14 people with disabilities.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/10, agency underutilization was 13 African Americans, 1 Hispanic, 41 Females and 5 Asians. During this quarter there was one opportunity that did not address the minority goals. There were no opportunities to address the female goals. This agency is underutililized by 13 people with disabilities.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/10, agency underutilization was 13 African Americans, 1 Hispanic, 41 Females and 5 Asians. During this quarter there was 1 opportunity that did not address the minority goals. There were no opportunities to address the female goals. This agency is underutililized by 12 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 14 African Americans, 1 Hispanic, 45 Females and 5 Asians. During the year for the minority goal, there were 3 opportunities that did not address these goals. For females, there were 2 opportunities and 2 or 100% addressed this goal. This agency is underutililized by 12 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Throughout the year, the agency continued attending job fairs, contacting college/universities and minority organizations regarding career opportunities.

*There were too few opportunities to address the minority and female goals.

Underutilization Summary by Region

Name of Agency: AGRICULTURE (11) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1							1				2		7	1						
2						1		5			1		5							
3								1												
4													2							
5													3							
6													1							
7	2					3					1		3	4						
8													3							
9						1					1		4							
10													3							
11								1												
Total	2	0	0	0	0	5	1	7	0	0	5	0	31	5	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7	1												1					2		
8																				
9																				
10																				
11																				
Total	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	2	0	0

Total underutilization for African Americans: **13** Total underutilization for Hispanics: **1** Total underutilization for Females: **41**

Total underutilization for Asians: **5** Total underutilization for Native Americans: **0** **Total Underutilization:** **60**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Agriculture

Officals / Administrators

Position Code	Position Title	Number of Positions
00811	Ag Land & Water Res Supv	2
37015	Public Service Adm	40
40070	Senior Public Serv Admin	33
47918	Veterinary Supervisor 2	1
48786	Warehouse Examiner Supv	2

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	4
00133	Accountant Advanced	1
00135	Accountant Supervisor	1
00501	Admin Assistant 1	12
00502	Administrative Asst 2	13
00800	Agricultural Executive	2
00805	Agric Mkt Generalist	1
00807	Agric Marketing Reporter	4
00810	Agric Marketing Rep	5
00833	Agr Ld & Watr Res Spec 3	8
01072	Anm And Anm Prod Invtor	23
06941	Chemist 1	3
06942	Chemist 2	4
06943	Chemist 3	1
13792	Envir Prot Eng 2	1
13793	Envir Prot Eng 3	3
13803	Envir Prot Geo III	1
13821	Envir Prot Spec 1	2
13822	Envir Prot Spec 2	2
13823	Envir Prot Spec 3	7
13851	Executive 1	15
13852	Executive 2	12
15871	For Serv Ec Dev Exec 1	2
17272	Geographic Info Spec 2	1
19693	Human Resources Spec	1
21160	Information Serv Intern	1
21162	Inf Srvcs Specialist II	2
21166	Inf Systems Analyst II	8
21761	Intl Marketing Rep 1	2
27151	Microbiologist 1	3
27152	Microbiologist 2	6
30860	Paralegal Assistant	1
32501	Plant & Pest Spec I	31
32502	Plant & Pest Spec II	34
32506	Plant & Pest Spec Supv	2
35700	Pub Admin Intern	8

State of Illinois
List of Established Job Titles by EEO Category
Agriculture

Professionals

Position Code	Position Title	Number of Positions
45252	Tech Adv 2	1
47901	Veterinarian I	1
47903	Veterinarian 3	3
47911	Veterinary Cons Safe Off	3
47916	Veterinary Pathologist	2
47917	Veterinary Supervisor 1	1
48780	Warehouse Claims Spec	1

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	6
00116	Account Technician II	2
01215	Apiary Inspector	5
11415	Data Proc Admin Spec	1
11430	Data Processing Spec	1
22997	Laboratory Associate 1	13
22998	Laboratory Associate 2	3
26070	Meat & Poultry Insp	98
26073	Meat & Poultry Insp Supv	11
27146	Metrologist Assoc	1
34603	Products & Stds Insp	38
34605	Products & Standards Tr	5
39951	Seed Analyst I	3
39952	Seed Analyst II	1
48881	Warehouse Examiner	5
48882	Warehouse Examiner Spec	28

Protective Service

Position Code	Position Title	Number of Positions
39870	Security Officer	4

Para-Professionals

Position Code	Position Title	Number of Positions
01075	Anim & Anim Prod Inv Tr	3
14031	Executive Secretary 1	3
14033	Executive Secretary 3	1
26075	Meat & Poultry Insp Trn	22
29993	Office Administrator 3	2
29994	Office Administrator 4	4
30025	Office Coordinator	9
30080	Office Specialist	4
34201	Private Secretary 1	1
34202	Private Secretary 2	1
39953	Seed Analyst Tr	1

State of Illinois
List of Established Job Titles by EEO Category
Agriculture

Para-Professionals

Position Code	Position Title	Number of Positions
43190	Student Intern	2
43200	Student Worker	8

Office / Clerical

Position Code	Position Title	Number of Positions
08050	Clerical Trainee	1
29992	Office Administrator 2	1
30005	Office Aide	2
30010	Office Assistant	21
30015	Office Associate	19
30020	Office Clerk	4

Skilled Craft

Position Code	Position Title	Number of Positions
03700	Automotive Mechanic	1
06650	Carpenter	4
06660	Carpenter Foreman	1
13200	Electrician	4
30800	Painter	4
32900	Plumber	5
38205	Reproduc Serv Tech 3	2

Service / Maintenance

Position Code	Position Title	Number of Positions
05598	Building/Grounds Laborer	6
05601	Building/Grounds Lead 1	4
05602	Building/Grounds Lead 2	1
05605	Building/Grounds Supv	1
05613	Bldg/Grounds Maint Wkr	4
09317	Conserv/Hist Preserv Wkr	12
22995	Laboratory Assistant	3
23060	Laborer (Building)	4
23085	Laborer Foreman	1
37551	Race Track Maint 1	2
37552	Race Track Maint 2	2
43051	Storekeeper I	1
43053	Storekeeper III	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Arts Council

Executive Director: Terry A. Scrogum **EEO/AA Officer:** Romie Muñoz

Agency Workforce: 17 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

This agency is at parity for all affirmative action groups.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Underutilization Summary by Region

Name of Agency: ARTS COUNCIL (50-90) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0** Total underutilization for Hispanics: **0** Total underutilization for Females: **0**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **0**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Arts Council

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	3
40070	Senior Public Serv Admin	3

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	1
00133	Accountant Advanced	1
00135	Accountant Supervisor	1
00501	Admin Assistant 1	2
00502	Administrative Asst 2	1
01526	Arts Council Prog Coord	6
01527	Arts Council Program Rep	5
13852	Executive 2	1
21160	Information Serv Intern	1
21161	Inf Srvcs Specialist I	1
21162	Inf Srvcs Specialist II	1
21166	Inf Systems Analyst II	1
37002	Public Info Officer 2	1
37003	Public Info Officer 3	1

Para-Professionals

Position Code	Position Title	Number of Positions
30080	Office Specialist	2
34202	Private Secretary 2	1
43190	Student Intern	1
43200	Student Worker	1

Office / Clerical

Position Code	Position Title	Number of Positions
30015	Office Associate	1
30020	Office Clerk	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Capital Development Board

Executive Director: Jim Riemer **EEO/AA Officer:** Emily Montgomery

Agency Workforce: 121 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST THROUGH FOURTH QUARTERS (7/1/09 THROUGH 6/30/10)

Agency underutilization at the beginning of FY10 was 2 African Americans, 1 Hispanic and 19 Females. During the year there were no opportunities to address the minority and female goals. This agency is underutililized by 5 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*During the year there were no opportunities to address the minority and female goals.

Underutilization Summary by Region

Name of Agency: CAPITAL DEVELOPMENT BOARD (50-44) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1							1	2												
2																				
3																				
4																				
5																				
6																				
7								17												
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	1	19	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7	2																			
8																				
9																				
10																				
11																				
Total	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **2** Total underutilization for Hispanics: **1** Total underutilization for Females: **19**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **22**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Capital Development Bd

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	2
40070	Senior Public Serv Admin	1

Professionals

Position Code	Position Title	Number of Positions
00501	Admin Assistant 1	11
00502	Administrative Asst 2	1
13851	Executive 1	2
13852	Executive 2	1
21161	Inf Srvcs Specialist I	2
21162	Inf Srvcs Specialist II	2
21166	Inf Systems Analyst II	4
21167	Inf Systems Analyst III	1
30860	Paralegal Assistant	2

Technicians

Position Code	Position Title	Number of Positions
06515	Cdb Account Technician	3

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	1
14032	Executive Secretary 2	3
30025	Office Coordinator	2
30080	Office Specialist	10

Office / Clerical

Position Code	Position Title	Number of Positions
06520	Cdb Const Support Anlyst	1
06530	Cdb Project Technician	4
30010	Office Assistant	2
30015	Office Associate	2

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Central Management Services

Director: James P. Sledge **EEO/AA Officer:** Fred Stewart

Agency Workforce: 1,500 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities		X	
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/09 THROUGH 9/30/09)

Agency underutilization at the beginning of FY10 was 8 African Americans, 8 Hispanics, 60 Females and 2 Asians. During this quarter there were 6 opportunities and 1 or 17% (1 African American) addressed the minority goals For females, there were 11 opportunities and 8 or 73% addressed this goal. This agency is underutililized by 83 people with disabilities.

SECOND QUARTER (10/1/09 THROUGH 12/31/09)

As of 10/1/09, agency underutilization was 7 African Americans, 8 Hispanics, 52 Females and 2 Asians. During this quarter there were 12 opportunities and none addressed the minority goals. For females, there were no opportunites to address this goal. This agency is underutililized by 58 people with disabilities.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/10, agency underutilization was 7 African Americans, 8 Hispanics, 52 Females and 3 Asians. During this quarter there were 3 opportunities and 2 or 67% (2 African Americans) addressed minority goals. For females, there were 2 opportunities and 1 or 50% addressed this goal This agency is underutililized by 58 people with disabilities.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/10, agency underutilization was 5 African Americans, 8 Hispanics, 51 Females and 2 Asians. During this quarter there were 8 opportunities which did not address the minority goals. For females there were no opportunities. This agency is underutililized by 58 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 8 African Americans, 8 Hispanics, 60 Females and 2 Asians. During the year, there were 29 opportunities and 3 or 10% (3 African Americans) addressed minority goals. For females there were 13 opportunities and 9 or 69% addressed this goal. This agency is underutililized by 58 people with disabilities.

FINDINGS

Agency in compliance [ ] Agency in non-compliance [X]

RECOMMENDATIONS/COMMENTS

The agency failed to meet the Department of Human Rights standard of 20% for minority goal compliance. Of 29 opportunities to hire/promote in regards to minority goals 3 or 10% (3 African Americans) addressed these goals. In FY11, the agency should focus recruitment efforts in underutilized areas on minorities. The agency will be referred to training under Section 7-105(H) of the Human Rights Act.

Underutilization Summary by Region

Name of Agency: CENTRAL MANAGEMENT SERVICES (37) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4								1												
5																				
6																				
7	4	4		2				7										3		
8																				
9																				
10																				
11								1												
Total	4	4	0	2	0	0	0	9	0	0	0	0	0	0	0	0	0	3	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1								2			1	2	4				2	4		
2													1							
3																				
4													1							
5													1					1		
6													1							
7													6					11		
8																				
9													1							
10													2					1		
11													2					1		
Total	0	0	0	0	0	0	0	2	0	0	1	2	19	0	0	0	2	18	0	0

Total underutilization for African Americans: **5** Total underutilization for Hispanics: **8** Total underutilization for Females: **51**

Total underutilization for Asians: **2** Total underutilization for Native Americans: **0** **Total Underutilization:** **66**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Central Management Svcs

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	339
40070	Senior Public Serv Admin	189

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	3
00133	Accountant Advanced	2
00501	Admin Assistant 1	47
00502	Administrative Asst 2	27
05900	Buyer	3
08860	Communications Sys Spec	1
13851	Executive 1	36
13852	Executive 2	16
17370	Graphic Arts Designr Adv	9
19692	Human Resources Rep	34
19693	Human Resources Spec	27
21160	Information Serv Intern	12
21161	Inf Srvcs Specialist I	21
21162	Inf Srvcs Specialist II	25
21165	Inf Systems Analyst I	43
21166	Inf Systems Analyst II	83
21167	Inf Systems Analyst III	15
21216	Info Tech/Com Sys Spec 1	5
21217	Info Tech/Com Sys Spec 2	4
21721	Internal Auditor 1	1
21726	Internal Auditor Trn	1
23371	Liab Claims Adjuster 1	2
23372	Liab Claims Adjuster 2	5
25583	Management Systems Spec	1
27131	Meth & Proc Adv 1	3
27132	Meth & Proc Adv 2	4
35700	Pub Admin Intern	11
36750	Public Info Coordinator	5
37001	Public Info Officer 1	1
37003	Public Info Officer 3	3
37004	Public Info Officer 4	2
38132	Registered Nurse 2	1
41771	Staff Develop Spec I	1
45251	Technical Advisor 1	1
45252	Tech Adv 2	2

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	5

State of Illinois
List of Established Job Titles by EEO Category
Central Management Svcs

Technicians

Position Code	Position Title	Number of Positions
00116	Account Technician II	7
11415	Data Proc Admin Spec	28
11430	Data Processing Spec	25
11437	Data Processing Supvr 3	15
11440	Data Processing Tech	16
13732	Engineering Tech II	2
21561	Insurance Analyst I	4
21562	Insurance Analyst II	7
21563	Insurance Analyst 3	11
21564	Insurance Analyst 4	2
32086	Photographer 2	1
32087	Photographer 3	1
45295	Telecom Specialist	2

Protective Service

Position Code	Position Title	Number of Positions
39851	Security Guard 1	4

Para-Professionals

Position Code	Position Title	Number of Positions
05905	Buyer Assistant	3
14031	Executive Secretary 1	8
14032	Executive Secretary 2	10
14033	Executive Secretary 3	4
19690	Human Resources Asst	13
19691	Human Resources Assoc	9
19694	Human Resources Trainee	1
29993	Office Administrator 3	1
29994	Office Administrator 4	5
29995	Office Administrator 5	1
30025	Office Coordinator	18
30080	Office Specialist	5
34201	Private Secretary 1	1
34202	Private Secretary 2	1
43190	Student Intern	4
43200	Student Worker	20

Office / Clerical

Position Code	Position Title	Number of Positions
00112	Account Clerk II	3
27181	Microfilm Operator I	1
29992	Office Administrator 2	2
30010	Office Assistant	21
30015	Office Associate	15

State of Illinois
List of Established Job Titles by EEO Category
Central Management Svcs

Office / Clerical

Position Code	Position Title	Number of Positions
30020	Office Clerk	4
34792	Prop & Supply Clerk II	2

Skilled Craft

Position Code	Position Title	Number of Positions
03700	Automotive Mechanic	121
03749	Automotive Shop Supv	15
06650	Carpenter	4
06660	Carpenter Foreman	1
13200	Electrician	6
30800	Painter	5
32900	Plumber	3
42600	Stationary Engineer	26
42605	Stationary Eng-Asst Chf	10
42610	Stationary Eng-Chief	6

Service / Maintenance

Position Code	Position Title	Number of Positions
03730	Auto Parts Warehouser	15
05598	Building/Grounds Laborer	21
05601	Building/Grounds Lead 1	5
05605	Building/Grounds Supv	1
05613	Bldg/Grounds Maint Wkr	18
05616	Building Services Worker	5
13500	Elevator Operator	2
21951	Janitor I	19
21952	Janitor II	5
22809	Labor Maint Lead Worker	1
23060	Laborer (Building)	2
25020	Maint Equip Operator	7
25500	Maintenance Worker	13
25510	Maint Worker Power Plant	2
43051	Storekeeper I	2
43052	Storekeeper II	4
43053	Storekeeper III	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Children and Family Services

Director: Erwin McEwen **EEO/AA Officer:** Frank McNeil

Agency Workforce: 2,993 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/09 THROUGH 9/30/09)

Agency underutilization at the beginning of FY10 was 1 African American, 8 Hispanics and 38 Asians. During this quarter there were no opportunities to address the minority goals. The agency is at parity for females. This agency is underutililized by 248 people with disabilities.

SECOND QUARTER (10/1/09 THROUGH 12/31/09)

As of 10/1/09, agency underutiliztion was 1 African American, 8 Hispanics and 38 Asians. During this quarter there were 2 opportunities and 1 or 50% (1 Asian) addressed the minority goals. This agency is underutililized by 248 people with disabilities.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/10, agency underutiliztion was 1 African American, 8 Hispanics and 37 Asians. During this quarter there was 1 opportunity and 1 or 100% (1 Asian) addressed the minority goals. This agency is underutililized by 248 people with disabilities.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/10, agency underutiliztion was 1 African American, 8 Hispanics and 36 Asians. During this quarter there were no opportunities to address the minority goals. This agency is underutililized by 248 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 1 African American, 8 Hispanics and 38 Asians. During the year, there were 3 opportunities and 2 or 67% (2 Asians) addressed the minority goals. This agency is underutililized by 248 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

The agency is at parity for females. The agency should continue to address the high underutilization of Asians by continuing to work with Asian organizations for employment opportunities.

*During the year there were too few opportunities to address the minority goals.

Underutilization Summary by Region

Name of Agency: CHILDREN & FAMILY SERVICES (16) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1		4		5					20											
2																				
3																				
4							1		1											
5																				
6							1		3											
7																				
8																				
9																				
10						1														
11							1		1											
Total	0	4	0	5	0	1	3	0	25	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1				2					4								1			
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	2	0	0	0	0	4	0	0	0	0	0	0	0	1	0	0	0

Total underutilization for African Americans: **1** Total underutilization for Hispanics: **8** Total underutilization for Females: **0**

Total underutilization for Asians: **36** Total underutilization for Native Americans: **0** **Total Underutilization:** **45**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Children & Family Svcs

Officals / Administrators

Position Code	Position Title	Number of Positions
26404	Medical Administrator 3	1
37015	Public Service Adm	791
40070	Senior Public Serv Admin	102

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	22
00133	Accountant Advanced	4
00135	Accountant Supervisor	7
00140	Acctg Fiscl Admin Car Tr	6
00501	Admin Assistant 1	47
00502	Administrative Asst 2	40
05815	Business Manager	1
07161	Child Prot Advanced Spec	173
07162	Child Prot Assoc Spec	38
07163	Child Protection Spec	199
07190	Child Welf Adm Case Rev	31
07196	Child Welf Court Facil	1
07197	Child Welfare Nurse Spec	22
07201	Cd Wf Stf Devlpmt Co 1	3
07203	Cd Wf Stf Devlpmt Co 3	5
07204	Cd Wf Stf Devlpmt Co Iv	6
07215	Child Welf Advanced Spec	395
07216	Child Welfare Assoc Spec	19
07217	Child Welf Senior Spec	73
07218	Child Welfare Specialist	447
07241	C & F S Intern Opt 1	71
07242	C & F S Intern Opt 2	71
11471	Day Care Lic Rep 1	1
11472	Day Care Lic Rep 2	50
13851	Executive 1	35
13852	Executive 2	31
19692	Human Resources Rep	8
19693	Human Resources Spec	14
19775	Human Rights Inv II	1
21161	Inf Srvcs Specialist I	2
21162	Inf Srvcs Specialist II	2
21165	Inf Systems Analyst I	16
21166	Inf Systems Analyst II	52
21721	Internal Auditor 1	2
21731	Internal Security Inv 1	1
21732	Internal Security Inv 2	4
25542	Mgmt Operations Anal 2	33
25583	Management Systems Spec	15

State of Illinois
List of Established Job Titles by EEO Category
Children & Family Svcs

Professionals

Position Code	Position Title	Number of Positions
27132	Meth & Proc Adv 2	1
30860	Paralegal Assistant	23
32225	Physician Spec Opt E	2
35700	Pub Admin Intern	9
37003	Public Info Officer 3	3
38199	Reimbursement Officer 1	4
38200	Reimbursement Officer 2	4
41312	Soc Serv Pro Planner II	3
41313	Soc Serv Pro Planner 3	38
41314	Soc Serv Prog Planner 4	45
42742	Stat Research Spec 2	2
42745	Stat Research Supv	2
45252	Tech Adv 2	13
45253	Tech Adv 3	10
45308	Telecom Systems Analyst	1

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	31
00116	Account Technician II	6
02424	Asst Reimburse Officer	2
11415	Data Proc Admin Spec	1
11430	Data Processing Spec	4
11440	Data Processing Tech	4

Para-Professionals

Position Code	Position Title	Number of Positions
07184	Child Development Aide	9
14031	Executive Secretary 1	20
14032	Executive Secretary 2	14
14033	Executive Secretary 3	20
19690	Human Resources Asst	1
19691	Human Resources Assoc	4
29993	Office Administrator 3	13
29994	Office Administrator 4	11
30025	Office Coordinator	88
30080	Office Specialist	22
34202	Private Secretary 2	2
41295	Social Serv Comm Planner	13
43190	Student Intern	7
43200	Student Worker	4

State of Illinois
List of Established Job Titles by EEO Category
Children & Family Svcs

Office / Clerical

Position Code	Position Title	Number of Positions
00111	Account Clerk I	1
00112	Account Clerk II	3
27182	Microfilm Operator II	1
30005	Office Aide	2
30010	Office Assistant	48
30015	Office Associate	356
30020	Office Clerk	8

Skilled Craft

Position Code	Position Title	Number of Positions
38201	Reproduc Serv Supvr 1	1
38205	Reproduc Serv Tech 3	2

Service / Maintenance

Position Code	Position Title	Number of Positions
05598	Building/Grounds Laborer	3
43051	Storekeeper I	3
43052	Storekeeper II	2
43053	Storekeeper III	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Civil Service Commission

Executive Director: Daniel Stralka **EEO/AA Officer:** Andrew Barris

Agency Workforce: 4 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

*This agency was not required to calculate utilization because it has less than five employees in the EEO job categories. Any analysis conducted with a value of less than five would be considered unreliable. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Underutilization Summary by Region

Name of Agency: CIVIL SERVICE COMMISSION (30) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0** Total underutilization for Hispanics: **0** Total underutilization for Females: **0**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **0**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Civil Service Commission

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	1
40070	Senior Public Serv Admin	2

Professionals

Position Code	Position Title	Number of Positions
00502	Administrative Asst 2	1

Para-Professionals

Position Code	Position Title	Number of Positions
14032	Executive Secretary 2	1
14033	Executive Secretary 3	1
19691	Human Resources Assoc	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Commerce and Economic Opportunity

Director: Warren Ribley **EEO/AA Officer:** Victoria Dawn Benn

Agency Workforce: 426 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/09 THROUGH 9/30/09)

Agency underutilization at the beginning of FY10 was 2 Hispanics and 1 Asians. During this quarter there were 3 opportunities and 1 or 33% (1 Hispanic) addressed minority goals. This agency is at parity for females. This agency is underutililized by 13 people with disabilities.

SECOND QUARTER (10/1/09 THROUGH 12/31/09)

As of 10/1/09, agency underutilization was 1 Hispanic and 1 Asian. During this quarter there were 3 opportunities to address minority goals. These opportunities did not address underutilization. This agency is underutililized by 12 people with disabilities.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/10, agency underutilization was 1 Hispanic and 1 Asian. During this quarter there were no opportunities to address minority goals. This agency is underutililized by 11 people with disabilities.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/10, agency underutilization was 1 Hispanic and 1 Asian. During this quarter there was 1 opportunity which did not address minority goals. This agency is underutililized by 10 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 2 Hispanics and 1 Asian. During the year, there were 7 opportunities and 1 or 14% (1 Hispanic) addressed minority goals. This agency is at parity for females. This agency is underutililized by 10 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*Although the agency failed to meet the Department of Human Rights standard of 20% for minority goal compliance, it demonstrated a good faith effort in recruitment, and 1 out of 7 of its opportunities to address the minority goals (1 Hispanic).

Underutilization Summary by Region

Name of Agency: COMMERCE & ECONOMIC OPPORTUNITY (42) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1									1											
2																				
3																				
4																				
5																				
6																				
7		1																		
8																				
9																				
10																				
11																				
Total	0	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0** Total underutilization for Hispanics: **1** Total underutilization for Females: **0**

Total underutilization for Asians: **1** Total underutilization for Native Americans: **0** **Total Underutilization:** **2**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Comm & Econ Opportunity

Officals / Administrators

Position Code	Position Title	Number of Positions
15872	For Serv Ec Dev Exec 2	5
37015	Public Service Adm	192
40070	Senior Public Serv Admin	107

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	12
00133	Accountant Advanced	18
00135	Accountant Supervisor	5
00140	Acctg Fiscl Admin Car Tr	2
00501	Admin Assistant 1	24
00502	Administrative Asst 2	36
07603	Civil Engineer 3	1
08902	Community Planner 2	1
12931	Economic Dev Rep 1	9
12932	Economic Dev Rep 2	14
13711	Energy/Natur Res Spec 1	3
13712	Energy/Natur Res Spec 2	10
13713	Energy/Natur Res Spec 3	9
13851	Executive 1	19
13852	Executive 2	25
17272	Geographic Info Spec 2	1
19692	Human Resources Rep	2
19693	Human Resources Spec	5
19791	Human Serv Grant Coord 1	5
19792	Human Serv Grant Coord 2	10
19793	Human Serv Grant Coord 3	5
19796	Human Srv Grants Cord Tr	3
21051	Ind & Com Devlpmt Rep I	35
21052	Ind & Com Devlpmt Rep 2	51
21121	Ind Serv Consultant 1	3
21122	Ind Serv Consultant 2	5
21127	Ind Serv Hygienist	2
21130	Ind Serv Hygienist Tech	2
21160	Information Serv Intern	2
21161	Inf Srvcs Specialist I	2
21162	Inf Srvcs Specialist II	2
21165	Inf Systems Analyst I	8
21166	Inf Systems Analyst II	11
21761	Intl Marketing Rep 1	3
24031	Local Housing Advisor 1	1
24032	Local Housing Adv 2	1
24033	Local Housing Adv 3	1
25542	Mgmt Operations Anal 2	3

State of Illinois
List of Established Job Titles by EEO Category
Comm & Econ Opportunity

Professionals

Position Code	Position Title	Number of Positions
25583	Management Systems Spec	3
25591	Manpower Planner 1	4
25592	Manpower Planner 2	10
25593	Manpower Planner 3	34
25597	Manpower Planner Tr	4
26202	Mechanical Engineer 2	2
26203	Mechanical Engineer 3	3
27132	Meth & Proc Adv 2	1
35700	Pub Admin Intern	41
37003	Public Info Officer 3	1
42745	Stat Research Supv	1
49101	Weatherization Spec 1	2
49102	Weatherization Spec 2	4
49103	Weatherization Spec 3	2
49105	Weatherization Spec Trn	4

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	1
00116	Account Technician II	3
42748	Stat Research Technician	1

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	2
14032	Executive Secretary 2	1
14033	Executive Secretary 3	2
19690	Human Resources Asst	1
21125	Ind Serv Cons Tr	1
29993	Office Administrator 3	1
29994	Office Administrator 4	4
30025	Office Coordinator	25
30080	Office Specialist	2
34202	Private Secretary 2	2
43190	Student Intern	7
43200	Student Worker	4

Office / Clerical

Position Code	Position Title	Number of Positions
00111	Account Clerk I	1
00112	Account Clerk II	1
30010	Office Assistant	11
30015	Office Associate	10

State of Illinois
List of Established Job Titles by EEO Category
Comm & Econ Opportunity

Service / Maintenance

Position Code	Position Title	Number of Positions
43051	Storekeeper I	3

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Commerce Commission

Executive Director: Tim Anderson **EEO/AA Officer:** Leigh Ann Myers

Agency Workforce: 269 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST THROUGH SECOND QUARTER (7/1/09 THROUGH 12/31/09)

Agency underutilization at the beginning of FY10 was 1 African American, 1 Hispanic, 14 Females and 1 Asian. During these quarters there were no opportunities to address minority or female goals. This agency is underutililized by 22 people with disabilities.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/10, agency underutilization was 1 African American, 1 Hispanic, 14 Females and 1 Asian. During this quarter there was1 opportunity to address minority goals; 1 or 100% (1 Hispanic) addressed underutilization. For females, there were no opportunities to address this goal. This agency is underutililized by 22 people with disabilities.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/10, agency underutilization was 1 African American, 1 Hispanic, 14 Females and 1 Asian. During this quarter there were no opportunities to address minority goals. For females, there was 1 opportunity and 1 or 100% addressed this goal. This agency is underutililized by 22 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 1 African American, 1 Hispanic, 14 Females and 1 Asian. During the year, there was 1 opportunity to address minority goals; 1 or 100% (1 Hispanic) addressed underutilization. For females, there was 1 opportunity and 1 or 100% addressed this goal. This agency is underutililized by 22 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*During the fiscal year there were too few opportunities to address the minority and female goals.

Underutilization Summary by Region

Name of Agency: COMMERCE COMMISSION (31) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																1				
2																				
3																				
4																				
5																				
6																				
7			3					10	1											
8																				
9																				
10																				
11																				
Total	0	0	3	0	0	0	0	10	1	0	0	0	0	0	0	1	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **1** Total underutilization for Hispanics: **0** Total underutilization for Females: **13**

Total underutilization for Asians: **1** Total underutilization for Native Americans: **0** **Total Underutilization:** **15**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Commerce Commission

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	4

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	1
00501	Admin Assistant 1	19
08457	Commerce Comm Police Sgt	2
21161	Inf Srvcs Specialist I	2
21162	Inf Srvcs Specialist II	3
21165	Inf Systems Analyst I	1
21166	Inf Systems Analyst II	3
21167	Inf Systems Analyst III	2
37603	Railroad Safety Spec 3	5
37604	Railroad Safety Spec 4	4
47452	Utility Engineer II	1

Technicians

Position Code	Position Title	Number of Positions
00116	Account Technician II	4

Protective Service

Position Code	Position Title	Number of Positions
08451	Commerce Comm Pol Ofr 1	2
08452	Commerce Comm Pol Ofr 2	3
08455	Commerce Comm Pol Ofr Tr	2

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	1
14032	Executive Secretary 2	2
14033	Executive Secretary 3	4
29993	Office Administrator 3	1
29994	Office Administrator 4	1
30025	Office Coordinator	2
30080	Office Specialist	5

Office / Clerical

Position Code	Position Title	Number of Positions
30010	Office Assistant	3
30015	Office Associate	5

Skilled Craft

Position Code	Position Title	Number of Positions
38201	Reproduc Serv Supvr 1	1
38204	Reproduc Serv Tech 2	1

State of Illinois
List of Established Job Titles by EEO Category
Commerce Commission

Skilled Craft

Position Code	Position Title	Number of Positions
38205	Reproduc Serv Tech 3	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Corrections

Acting Director: Gladyse Taylor **EEO/AA Officer:** Vickie Fair

Agency Workforce: 11,224 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females		X	
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/09 THROUGH 9/30/09)

Agency underutilization at the beginning of FY10 was 69 African Americans, 78 Hispanics, 1,163 Females and 41 Asians. During this quarter there were 19 opportunities and 7 or 37% (3 African Americans, 2 Hispanics and 2 Asians) addressed the minority goals. For females, there were 91 opportunities and 31 or 34% addressed this goal. This agency is underutililized by 1,023 people with disabilities.

SECOND QUARTER (10/1/09 THROUGH 12/31/09)

As of 10/1/09, agency's underutilization was 66 African Americans, 76 Hispanics, 1,132 Females and 39 Asians. During this quarter there were 16 opportunities and 5 or 31% (3 African Americans, 1 Hispanic and 1 Asian) addressed the minority goals. For females, there were 67 opportunities and 19 or 28% addressed this goal. This agency is underutililized by 1,023 people with disabilities.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/10, agency underutilization was 63 African Americans, 75 Hispanics, 1,113 Females and 38 Asians. During this quarter there were 36 opportunities and 12 or 33% (6 African Americans and 6 Hispanics) addressed the minority goals. For females, there were 158 opportunities and 26 or 16% addressed this goal. This agency is underutililized by 1,019 people with disabilities.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/10, agency underutilization was 57 African Americans, 69 Hispanics, 1,087 Females and 38 Asians. During this quarter there were 49 opportunities and 8 or 16% (8 Hispanics) addressed the minority goals. For females, there were 199 opportunites and 33 or 17% addressed this goal. This agency is underutililized by 1,019 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 69 African Americans, 78 Hispanics, 1,163 Females and 41 Asians. During the year, there were 120 opportunities and 32 or 27% (12 African Americans, 17 Hispanics and 3 Asians) addressed the minority goals. For females, there were 515 opportunities and 109 or 21% addressed the goal. This agency is underutililized by 1,019 people with disabilities.

FINDINGS

Agency in compliance [ ] Agency in non-compliance [X]

RECOMMENDATIONS/COMMENTS

The agency did not meet the minimum compliance criteria for females, which is 37%. The agency should continue to address the high underutilization of females by continuing to work with female organizations for employment opportunities.

The Department recommends that the agency establish a training program in accordance with Section 7-105 (H) of the Human Rights Act and in cooperation with the Department of Central Management Services, which would enhance the ability to address the affirmative action needs of the agency. Accordingly, the Department of Central Management Services will be notified of the need to establish this training program.

Underutilization Summary by Region

Name of Agency: CORRECTIONS (29) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1			5	1			13		9			5		1			16	4	7	
2						1			1							12		54		
3			2			1												54		
4			4													9	2	25	2	
5						1	1		1		2							88	4	
6									1								3	41	5	
7				1					1									128		
8			2														5	100		
9			1															34		
10																	3	98	1	
11						4											1	270		
Total	0	0	14	2	0	7	14	0	13	0	2	5	0	1	0	21	30	896	19	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1							1		1		4	2	5				2		1	
2						1							1			1		6		
3													4					6		
4						1							1					7		
5	1					1					1		2			2	1	4		
6													1					4		
7											2		2			4	2	24		
8													2				1	9		
9													1			2		6		
10	1												5				1	12		
11	1					1	1						8			4	1	34	1	
Total	3	0	0	0	0	4	2	0	1	0	7	2	32	0	0	13	8	112	2	0

Total underutilization for African Americans: **57** Total underutilization for Hispanics: **61** Total underutilization for Females: **1,054**

Total underutilization for Asians: **38** Total underutilization for Native Americans: **0** **Total Underutilization:** **1,210**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Corrections

Officals / Administrators

Position Code	Position Title	Number of Positions
26405	Medical Administrator 4	1
37015	Public Service Adm	354
40070	Senior Public Serv Admin	155

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	52
00133	Accountant Advanced	15
00135	Accountant Supervisor	19
00501	Admin Assistant 1	56
00502	Administrative Asst 2	43
01440	Architect	2
01530	Assignment Coordinator	2
04351	Behavioral Analyst 1	3
04352	Behavioral Analyst II	3
05810	Business Admin Spec	9
05815	Business Manager	24
06901	Chaplain 1	16
06902	Chaplain II	27
08220	Clinical Lab Technolog 1	1
08250	Clinical Psychologist	2
08260	Clinical Services Supv	28
09655	Corr Casework Supv	63
09661	Corr Couns I	62
09662	Corr Couns II	94
09663	Corr Couns 3	20
09811	Cor Leisure Activ Spec 1	22
09812	Cor Leisure Act Spec 2	31
09813	Cor Leisure Act Spec 3	9
09814	Cor Leisure Act Spec 4	23
09825	Corrections Nurse 1	13
09826	Corrections Nurse 2	22
09842	Corrs Parole Agent	140
09844	Corr Senior Parole Agnt	142
10232	Crim Justice Spec 2	6
11751	Dentist I	2
11752	Dentist II	3
13100	Educator	107
13851	Executive 1	24
13852	Executive 2	67
18041	Health Information Adm	5
19692	Human Resources Rep	44
19693	Human Resources Spec	13
21160	Information Serv Intern	1

State of Illinois
List of Established Job Titles by EEO Category
Corrections

Professionals

Position Code	Position Title	Number of Positions
21161	Inf Srvcs Specialist I	6
21162	Inf Srvcs Specialist II	8
21165	Inf Systems Analyst I	11
21166	Inf Systems Analyst II	16
21167	Inf Systems Analyst III	1
21217	Info Tech/Com Sys Spec 2	1
21721	Internal Auditor 1	3
21726	Internal Auditor Trn	3
21731	Internal Security Inv 1	2
21732	Internal Security Inv 2	17
23401	Librarian 1	17
23430	Library Associate	15
25542	Mgmt Operations Anal 2	2
27131	Meth & Proc Adv 1	1
27132	Meth & Proc Adv 2	2
27133	Meth & Proc Adv III	1
30860	Paralegal Assistant	16
32200	Physician	1
33003	Polygraph Exam 3	2
35612	Psychologist 2	6
35613	Psychologist 3	12
35700	Pub Admin Intern	19
38231	Research Scientist 1	3
38233	Research Scientist 3	1
41412	Social Worker 2	2
41413	Social Worker 3	8
41414	Social Worker 4	1
41771	Staff Develop Spec I	6
42742	Stat Research Spec 2	2
42743	Stat Research Spec 3	1
45252	Tech Adv 2	2

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	123
00116	Account Technician II	57
06500	Canine Specialist	7
08831	Comm Equip Tech I	7
08832	Comm Equipment Tech 2	6
08833	Comm Equipment Tech 3	2
09800	Corr Identification Supv	24
09801	Corr Identification Tech	29
09803	Corr Ind Marketing Rep	7
09805	Corr Industry Lead Wkr	20

State of Illinois
List of Established Job Titles by EEO Category
Corrections

Technicians

Position Code	Position Title	Number of Positions
09807	Corr Industry Supv	29
09808	Corr Laundry Mgr 1	26
09837	Corr Residence Coun I	7
09838	Corr Residence Coun II	5
09879	Corr Vocational Instr	23
11430	Data Processing Spec	4
11437	Data Processing Supvr 3	3
11440	Data Processing Tech	3
13340	Elec Equip Instal/Repair	1
17400	Graphic Arts Tech	1
32008	Pharmacist Technician	2
37507	Radio Tech Prog Coord	3

Protective Service

Position Code	Position Title	Number of Positions
09673	Correctional Lieutenant	39
09675	Correctional Officer	52
09676	Correctional Officer Tr	30
09717	Correctional Sergeant	32
09871	Corr Trans Officer I	10
09872	Corr Trans Officer II	3
40800	Shift Supervisor	198

Para-Professionals

Position Code	Position Title	Number of Positions
07184	Child Development Aide	1
11650	Dental Assistant	9
11700	Dental Hygienist	1
14031	Executive Secretary 1	47
14032	Executive Secretary 2	6
14033	Executive Secretary 3	36
18047	Health Information Tech	3
19690	Human Resources Asst	9
19691	Human Resources Assoc	15
29990	Office Admin Specialist	30
29993	Office Administrator 3	45
29994	Office Administrator 4	1
29995	Office Administrator 5	1
30025	Office Coordinator	95
30080	Office Specialist	6
34202	Private Secretary 2	2
41285	Social Service Aide Tr	1
43190	Student Intern	3
43200	Student Worker	32

State of Illinois
List of Established Job Titles by EEO Category
Corrections

Office / Clerical

Position Code	Position Title	Number of Positions
00111	Account Clerk I	1
00112	Account Clerk II	15
09771	Corrections Clerk I	8
09772	Corrections Clerk II	29
09773	Corrections Clerk III	13
12965	Educational Diagnosticin	1
18045	Health Information Assoc	11
27181	Microfilm Operator I	1
27183	Microfilm Operator III	1
29992	Office Administrator 2	14
30010	Office Assistant	188
30015	Office Associate	234
30020	Office Clerk	9
38203	Reproduc Serv Tech 1	1
44411	Switchboard Operator 1	7
44413	Switchboard Operator 3	1
45321	Telecommunicator	3
45325	Telecommunicator Trn	3

Skilled Craft

Position Code	Position Title	Number of Positions
03700	Automotive Mechanic	1
04250	Barber	20
04350	Beautician	2
05200	Brickmason	3
06650	Carpenter	28
06660	Carpenter Foreman	1
09818	Corrections Locksmith	26
09821	Corr Maint Craftsman	47
09822	Corrections Maint Supv	2
13200	Electrician	31
30800	Painter	16
32900	Plumber	29
38205	Reproduc Serv Tech 3	1
38600	Roofer	1
42600	Stationary Engineer	21
42605	Stationary Eng-Asst Chf	22
42610	Stationary Eng-Chief	29
42800	Steamfitter	15
45000	Teacher Of Barbering	3
45050	Teacher Of Beauty Cult	1

State of Illinois
List of Established Job Titles by EEO Category
Corrections

Service / Maintenance

Position Code	Position Title	Number of Positions
09793	Corrctns Food Serv Sup 1	38
09794	Corrctns Food Serv Sup 2	41
09795	Corrctns Food Serv Sup 3	39
09796	Corr Grounds Supv	12
09809	Corr Laundry Mgr 2	3
09823	Corrections Maint Worker	7
09824	Corr Medical Technician	9
09861	Corr Supply Supv I	34
09862	Corr Supply Supv II	36
09863	Corr Supply Supv III	28
09875	Corr Utilities Opr	4
23060	Laborer (Building)	4
25020	Maint Equip Operator	20
25510	Maint Worker Power Plant	7
40500	Sewage Plant Operator	3
42650	Stationary Fireman	8
43051	Storekeeper I	1
43052	Storekeeper II	1
45700	Trades Tender	1
49050	Water Plant Operator	2

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Council on Developmental Disabilities

Executive Director: Sheila Romano, Ed. D. **EEO/AA Officer:** Janinna Hendricks

Agency Workforce: 9 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

*This agency was not required to calculate utilization because it has less than five employees in any of the EEO job categories. Any analysis conducted with a value of less than five would be considered unreliable. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Underutilization Summary by Region

Name of Agency: COUNCIL ON DEVELOPMENTAL DISABILITIES (50-41) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0** Total underutilization for Hispanics: **0** Total underutilization for Females: **0**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **0**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Dev Disabilities Council

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	5
40070	Senior Public Serv Admin	3

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	1
00501	Admin Assistant 1	1

Para-Professionals

Position Code	Position Title	Number of Positions
30025	Office Coordinator	2

Office / Clerical

Position Code	Position Title	Number of Positions
30010	Office Assistant	1
30015	Office Associate	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Criminal Justice Information Authority

Executive Director: Jack Cutrone **EEO/AA Officer:** Edith Feliciano

Agency Workforce: 61 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

This agency is at parity for all affirmative action groups.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Underutilization Summary by Region

Name of Agency: CRIMINAL JUSTICE INFORMATION AUTHORITY (50-05) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0** Total underutilization for Hispanics: **0** Total underutilization for Females: **0**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **0**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Criminal Justice Auth

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	14
40070	Senior Public Serv Admin	9

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	4
00133	Accountant Advanced	1
00135	Accountant Supervisor	1
00501	Admin Assistant 1	5
05810	Business Admin Spec	1
10231	Crim Justice Spec 1	7
10232	Crim Justice Spec 2	7
10236	Crim Justice Spec Trn	6
13851	Executive 1	2
19693	Human Resources Spec	1
21160	Information Serv Intern	3
21162	Inf Srvcs Specialist II	4
21165	Inf Systems Analyst I	6
21166	Inf Systems Analyst II	4
21167	Inf Systems Analyst III	1
21721	Internal Auditor 1	1
35700	Pub Admin Intern	5
37002	Public Info Officer 2	1
37003	Public Info Officer 3	1
45252	Tech Adv 2	1
45253	Tech Adv 3	1

Technicians

Position Code	Position Title	Number of Positions
11430	Data Processing Spec	1

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	1
19690	Human Resources Asst	1
19694	Human Resources Trainee	1
34202	Private Secretary 2	1

Office / Clerical

Position Code	Position Title	Number of Positions
30015	Office Associate	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Deaf and Hard of Hearing Commission

Director: John Miller **EEO/AA Officer:** Tonia Bogener

Agency Workforce: 7 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

*This agency was not required to calculate utilization because it has less than five employees in any of the EEO job categories. Any analysis conducted with a value of less than five would be considered unreliable. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Underutilization Summary by Region

Name of Agency: DEAF AND HARD OF HEARING COMMISSION (50-11) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0** Total underutilization for Hispanics: **0** Total underutilization for Females: **0**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **0**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Deaf&Hard Of Hearing Com

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	3
40070	Senior Public Serv Admin	2

Professionals

Position Code	Position Title	Number of Positions
13851	Executive 1	2
13852	Executive 2	1

Para-Professionals

Position Code	Position Title	Number of Positions
14033	Executive Secretary 3	1
43190	Student Intern	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Educational Labor Relations Board

Chairman: Lynne Sered **EEO/AA Officer:** Eileen Brennan

Agency Workforce: 12 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

*This agency was not required to calculate utilization because it has less than five employees in any of the EEO job categories. Any analysis conducted with a value of less than five would be considered unreliable. Agency is underutilized by one person with a disability.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Underutilization Summary by Region

Name of Agency: EDUCATIONAL LABOR RELATIONS BOARD (50-14) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0** Total underutilization for Hispanics: **0** Total underutilization for Females: **0**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **0**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Labor Rel Bd Educational

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	14
40070	Senior Public Serv Admin	3

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	1
00501	Admin Assistant 1	1
00502	Administrative Asst 2	1
35700	Pub Admin Intern	2
45252	Tech Adv 2	1

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	1
14032	Executive Secretary 2	1
30025	Office Coordinator	1
43200	Student Worker	2

Office / Clerical

Position Code	Position Title	Number of Positions
08050	Clerical Trainee	2
30015	Office Associate	2

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Emergency Management Agency

Interim Director: Joseph Klinger **EEO/AA Officer:** Miguel Calderon

Agency Workforce: 217 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/09 THROUGH 9/30/09)

Agency underutilization at the beginning of FY10 was 5 Females and 2 Asians. During this quarter there were no opportunities to address minority goals. For females there were no opportunities to address this goal. This agency is underutililized by 5 people with disabilities.

SECOND QUARTER (10/1/09 THROUGH 12/31/09)

As of 10/1/09 agency underutilization was 5 Females and 2 Asians. During this quarter there were no opportunities to address minority goals. For females, there was one opportunity and 1 or 100% addressed this goal. This agency is underutilized by 4 people with disabilities.

THIRD THROUGH FOURTH QUARTERS (1/1/10 THROUGH 6/30/10)

As of 1/1/10, agency underutilization was 4 Females and 2 Asians. During these quarters there were no opportunities to address minority or female goals. This agency is underutililized by 4 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 5 Females and 2 Asians. During the year there were no opportunities to address minority goals. For females, there was 1 opportunity and 1 or 100% addressed this goal. This agency is underutililized by 4 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*During the year there were too few opportunities to address female or minority goals.

Underutilization Summary by Region

Name of Agency: EMERGENCY MANAGEMENT AGENCY (50-17) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1									2											
2																				
3																				
4																				
5																				
6																				
7			2																	
8																				
9																				
10																				
11																				
Total	0	0	2	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7			2																	
8																				
9																				
10																				
11																				
Total	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0** Total underutilization for Hispanics: **0** Total underutilization for Females: **4**

Total underutilization for Asians: **2** Total underutilization for Native Americans: **0** **Total Underutilization:** **6**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Emergency Mgmt Agency

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	24
40070	Senior Public Serv Admin	6

Professionals

Position Code	Position Title	Number of Positions
00133	Accountant Advanced	2
00501	Admin Assistant 1	9
00502	Administrative Asst 2	3
08860	Communications Sys Spec	1
12585	Disaster Serv Planner	3
13851	Executive 1	8
13852	Executive 2	5
17271	Geographic Info Sepc 1	1
17272	Geographic Info Spec 2	1
21162	Inf Srvcs Specialist II	2
41771	Staff Develop Spec I	10

Technicians

Position Code	Position Title	Number of Positions
08831	Comm Equip Tech I	1
13340	Elec Equip Instal/Repair	1

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	7
29994	Office Administrator 4	1
30025	Office Coordinator	9
30080	Office Specialist	1
43190	Student Intern	2
43200	Student Worker	11

Office / Clerical

Position Code	Position Title	Number of Positions
13540	Emer Response Ld Telecom	1
13543	Emer Response Telecom	1
30010	Office Assistant	1
30015	Office Associate	3

Skilled Craft

Position Code	Position Title	Number of Positions
38205	Reproduc Serv Tech 3	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Employment Security

Director: Maureen T. O'Donnell **EEO/AA Officer:** Carlos Charneco

Agency Workforce: 1,581 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/09 THROUGH 9/30/09)

Agency underutilization at the beginning of FY10 was 1 African American, 1 Hispanic, 10 Females and 2 Asians. During this quarter there were no opportunities to address the minority goals. For females, there were 4 opportunities and 4 or 100% addressed this goal. This agency is at parity for people with disabilities.

SECOND QUARTER (10/1/09 THROUGH 12/31/09)

As of 10/1/09, agency underutilization was 1 African Americans, 1 Hispanic, 6 Females and 2 Asians. During this quarter there no opportunities to address the minority goals. For females, there was 1 opportunity and 1 or 100% addressed this goal.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/10, agency underutilization was 1 African American, 1 Hispanic, 5 Females and 2 Asians. During this quarter there was 1 opportunity which did not address the minority goals. For females there was 1 opportunity and 1 or 100% addressed this goal.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/10, agency underutilization was 1 African American, 1 Hispanic, 4 Females and 2 Asians. During this quarter there was 1 opportunity which did not address the minority goals. For females, there was 1 opportunity and 1 or 100% addressed this goal.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 1 African American, 1 Hispanic, 10 Females and 2 Asians. During the year, there were 2 opportunities which did not address the minority goals. For females, there were 7 opportunities and 7 or 100% addressed this goal. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were too few opportunities to address the minority goals.

Underutilization Summary by Region

Name of Agency: EMPLOYMENT SECURITY (44) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1													4							
2																				
3																				
4						1														
5																				
6									1											
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	1	0	0	1	0	0	0	4	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1		1		1																
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **1** Total underutilization for Hispanics: **1** Total underutilization for Females: **4**

Total underutilization for Asians: **2** Total underutilization for Native Americans: **0** **Total Underutilization:** **8**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Employment Security

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	312
40070	Senior Public Serv Admin	103

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	9
00133	Accountant Advanced	12
00135	Accountant Supervisor	5
00140	Acctg Fiscl Admin Car Tr	23
00501	Admin Assistant 1	13
00502	Administrative Asst 2	30
13600	Emp Secur Fld Office Sup	124
13650	Empl Securty Program Rep	169
13651	Emp Sec Pgm Rep-Intrmtnt	136
13667	Empl Securty Service Rep	193
13671	Empl Security Spec 1	2
13672	Empl Security Spec 2	1
13673	Empl Security Spec 3	42
13681	Empl Secur Tax Auditor 1	36
13682	Empl Secur Tax Auditor 2	47
13851	Executive 1	21
13852	Executive 2	12
17370	Graphic Arts Designr Adv	1
18300	Hearings Referee	18
18301	Hearings Referee-Intrmit	6
19692	Human Resources Rep	4
19693	Human Resources Spec	9
21160	Information Serv Intern	3
21161	Inf Srvcs Specialist I	10
21162	Inf Srvcs Specialist II	14
21165	Inf Systems Analyst I	13
21166	Inf Systems Analyst II	17
21167	Inf Systems Analyst III	2
21732	Internal Security Inv 2	4
23401	Librarian 1	1
25541	Mgmt Operations Anal I	1
25542	Mgmt Operations Anal 2	2
25583	Management Systems Spec	2
27133	Meth & Proc Adv III	1
34725	Project Designer	1
35700	Pub Admin Intern	27
38207	Research Economist 1	4
42741	Stat Research Spec 1	5
42743	Stat Research Spec 3	6

State of Illinois
List of Established Job Titles by EEO Category
Employment Security

Professionals

Position Code	Position Title	Number of Positions
42745	Stat Research Supv	4
47002	U I Adjudicator 2	4
47003	U I Adjudicator 3	4
47081	Unempl Ins Rev Analyst 1	28
47082	Unempl Ins Rev Analyst 2	42
47087	Unempl Ins Revenue Spec	4
47096	Unempl Ins Special Agent	17
47702	Veterans Emplmt Rep II	55

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	6
00116	Account Technician II	1
11415	Data Proc Admin Spec	7
11430	Data Processing Spec	8
11436	Data Processing Supvr 2	2
11437	Data Processing Supvr 3	2
11440	Data Processing Tech	6
17400	Graphic Arts Tech	1
42748	Stat Research Technician	5
45313	Telecom Systems Tech 2	1
47001	U I Adjudicator 1	1

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	6
14032	Executive Secretary 2	11
14033	Executive Secretary 3	7
19690	Human Resources Asst	2
19691	Human Resources Assoc	7
19694	Human Resources Trainee	1
29990	Office Admin Specialist	1
29993	Office Administrator 3	7
29994	Office Administrator 4	13
29995	Office Administrator 5	1
30025	Office Coordinator	10
30080	Office Specialist	4
34201	Private Secretary 1	1
34202	Private Secretary 2	1
43190	Student Intern	12
43200	Student Worker	18
47701	Veterans Emplmt Rep I	54

State of Illinois
List of Established Job Titles by EEO Category
Employment Security

Office / Clerical

Position Code	Position Title	Number of Positions
06920	Check Issuance Mach Opr	4
06925	Check Issuance Mach Supv	2
11420	Data Processing Asst	1
11425	Data Processing Oper	2
21686	Intermittent Clerk	5
27182	Microfilm Operator II	2
27183	Microfilm Operator III	1
29992	Office Administrator 2	2
30010	Office Assistant	12
30015	Office Associate	92
30020	Office Clerk	5
38203	Reproduc Serv Tech 1	1

Service / Maintenance

Position Code	Position Title	Number of Positions
25020	Maint Equip Operator	4
43051	Storekeeper I	1
43052	Storekeeper II	1
43060	Stores Clerk	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Environmental Protection Agency

Director: Douglas P. Scott **EEO/AA Officer:** Jill Johnson

Agency Workforce: 922 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST THROUGH SECOND QUARTERS (7/1/09 12/31/09)

Agency underutilization at the beginning of FY10 was 15 African Americans, 4 Hispanics,107 Females and 1 Asian. During these quarters there were no opportunities to address the minority and female goals. This agency is underutililized by 58 people with disabilities.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/10, agency underutilization was 15 African Americans, 4 Hispanics,107 Females and 1 Asian. During this quarter there were no opportunities to address the minority goals. For females there was 1 opportunity and 1 or 100% addressed underutilization. This agency is underutililized by 58 people with disabilities.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/10, agency underutilization was 15 African Americans, 4 Hispanics, 106 Females and 1 Asian. During this quarter there were no opportunities to address the minority goals. For females, there was 1 opportunity which did not address this goal. This agency is underutililized by 58 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 15 African Americans, 4 Hispanics,107 Females and 1 Asian. During the year, there was 1 opportunity that did not address the minority goals. For females, there were 2 opportunities and 1 or 50% addressed the female goal. This agency is underutililized by 58 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were too few opportunities to address the minority and female goals.

Underutilization Summary by Region

Name of Agency: ENVIRONMENTAL PROTECTION AGENCY (46) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1			4			3		13					5							
2																				
3																				
4								5												
5																				
6								3	1											
7	2		16			6	4	53												
8																				
9						2		1												
10																				
11						1		5												
Total	2	0	20	0	0	12	4	80	1	0	0	0	5	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7	1																	1		
8																				
9																				
10																				
11																				
Total	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0

Total underutilization for African Americans: **15** Total underutilization for Hispanics: **4** Total underutilization for Females: **106**

Total underutilization for Asians: **1** Total underutilization for Native Americans: **0** **Total Underutilization:** **126**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Environmental Protection

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	114
40070	Senior Public Serv Admin	101

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	8
00133	Accountant Advanced	5
00135	Accountant Supervisor	3
00140	Acctg Fiscl Admin Car Tr	7
00501	Admin Assistant 1	7
00502	Administrative Asst 2	7
06941	Chemist 1	2
06942	Chemist 2	3
13791	Envir Prot Eng 1	49
13792	Envir Prot Eng 2	37
13793	Envir Prot Eng 3	58
13794	Envir Prot Eng Iv	17
13801	Envir Prot Geo I	9
13802	Envir Prot Geo II	11
13803	Envir Prot Geo III	11
13821	Envir Prot Spec 1	62
13822	Envir Prot Spec 2	49
13823	Envir Prot Spec 3	98
13824	Envir Prot Spec Iv	49
13851	Executive 1	21
13852	Executive 2	10
17271	Geographic Info Sepc 1	1
17272	Geographic Info Spec 2	5
19692	Human Resources Rep	2
19693	Human Resources Spec	2
21127	Ind Serv Hygienist	1
21160	Information Serv Intern	2
21161	Inf Srvcs Specialist I	1
21162	Inf Srvcs Specialist II	8
21165	Inf Systems Analyst I	5
21166	Inf Systems Analyst II	6
22990	Lab Equip Spec	4
23022	Lab Quality Spec 2	2
23402	Librarian 2	1
23430	Library Associate	1
23600	Life Sci Career Trainee	24
25583	Management Systems Spec	2
27131	Meth & Proc Adv 1	5
27132	Meth & Proc Adv 2	5

State of Illinois
List of Established Job Titles by EEO Category
Environmental Protection

Professionals

Position Code	Position Title	Number of Positions
27133	Meth & Proc Adv III	1
27151	Microbiologist 1	1
35700	Pub Admin Intern	4
45252	Tech Adv 2	7
45253	Tech Adv 3	11

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	5
00116	Account Technician II	6
00118	Account Technician Tr	1
13785	Envir Protection Assoc	14
13811	Envir Prot Legal Inv I	6
13812	Envir Prot Legal Inv II	4
13815	Env Prot Legal Inv Spec	4
13831	Envir Prot Tech I	4
13832	Envir Prot Tech II	5
22997	Laboratory Associate 1	2
22998	Laboratory Associate 2	1
27175	Micro Lab Technician I	1
27176	Micro Lab Technician II	1
47580	Veh Emission Compli Insp	3
47583	Veh Emission Compli Supv	4
47584	Veh Emis Qual Asur Audr	1

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	1
14032	Executive Secretary 2	3
14033	Executive Secretary 3	3
19690	Human Resources Asst	1
19691	Human Resources Assoc	1
27135	Meth & Proc Car Assoc 1	6
27136	Meth & Proc Car Assoc 2	3
27137	Meth & Proc Car Assoc Tr	1
29993	Office Administrator 3	24
29994	Office Administrator 4	1
29995	Office Administrator 5	5
30025	Office Coordinator	40
30080	Office Specialist	4
34202	Private Secretary 2	1
43190	Student Intern	6
43200	Student Worker	3

State of Illinois
List of Established Job Titles by EEO Category
Environmental Protection

Office / Clerical

Position Code	Position Title	Number of Positions
11420	Data Processing Asst	2
27181	Microfilm Operator I	1
27182	Microfilm Operator II	1
28490	Motorist Assistance Spec	2
30010	Office Assistant	41
30015	Office Associate	37
30020	Office Clerk	1
30075	Office Occuptions Tr	2

Skilled Craft

Position Code	Position Title	Number of Positions
38201	Reproduc Serv Supvr 1	1
38205	Reproduc Serv Tech 3	2

Service / Maintenance

Position Code	Position Title	Number of Positions
05602	Building/Grounds Lead 2	1
22995	Laboratory Assistant	1
43051	Storekeeper I	2
43052	Storekeeper II	3
43053	Storekeeper III	1
43060	Stores Clerk	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Financial and Professional Regulation

Secretary: Brent E. Adams **EEO/AA Officer:** Vivian Toliver

Agency Workforce: 493 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/09 THROUGH 9/30/09)

Agency underutilization at the beginning of FY10 was 6 African Americans, 8 Hispanics, 10 Females and 5 Asians. During this quarter there were 5 opportunities and 4 or 80% (4 African Americans) addressed the minority goals. For females, there was 1 opportunity which did not address this goal. This agency is underutililized by 32 people with disabilities.

SECOND QUARTER (10/1/09 THROUGH 12/31/09)

As of 10/1/09, gency underutilization was 2 African Americans, 8 Hispanics, 10 Females and 5 Asians. During this quarter there was 1 opportunity which did not address the minority goals. For females, there were 2 opportunities and 2 or 100% addresed this goal. This agency is underutililized by 32 people with disabilities.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/10, agency underutilization was 2 African Americans, 8 Hispanics, 8 Females and 5 Asians. During this quarter there were 2 opportunities and 1 or 50% (1 Hispanic) addressed the minority goals. For females, there was 1 opportunity which did not address this goal. This agency is underutililized by 32 people with disabilities.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/10, agency underutilization was 2 African Americans, 7 Hispanics, 8 Females and 5 Asians. During this quarter there was 1 opportunity which did not address the minority goals. For females, there were 2 opportunities and 2 or 100% addressed this goal. This agency is underutililized by 32 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 6 African Americans, 8 Hispanics, 10 Females and 5 Asians. During the year, there were 9 opportunities and 5 or 56% (4 African Americans and 1 Hispanic) addressed the minority goals. For females, there were 6 opportunities and 4 or 67% addressed this goal. This agency is underutililized by 32 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Underutilization Summary by Region

Name of Agency: FINANCIAL & PROFESSIONAL REGULATION (13) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1	1						7	3	5											
2																				
3																				
4																				
5																				
6																				
7			1																	
8																				
9																				
10								2												
11																				
Total	1	0	1	0	0	0	7	5	5	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7	1																			
8																				
9																				
10																				
11																				
Total	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **2** Total underutilization for Hispanics: **7** Total underutilization for Females: **6**

Total underutilization for Asians: **5** Total underutilization for Native Americans: **0** **Total Underutilization:** **20**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Fin & Prof Reg

Officals / Administrators

Position Code	Position Title	Number of Positions
26401	Medical Adm 1 Opt D	1
37015	Public Service Adm	93
40070	Senior Public Serv Admin	58

Professionals

Position Code	Position Title	Number of Positions
00133	Accountant Advanced	3
00501	Admin Assistant 1	47
00502	Administrative Asst 2	15
04131	Bank Examiner 1	16
04132	Bank Examiner 2	16
04133	Bank Examiner 3	18
10162	Crim Intelligence Anal 2	1
12778	Drug Compliance Invest	7
13851	Executive 1	28
13852	Executive 2	13
14971	Fin Inst Exam 1	15
14972	Fin Inst Exam 2	13
14973	Fin Inst Exam 3	19
14978	Fin Inst Exam Tr	28
17366	Graphic Arts Designer	1
18181	Hlth Ser Inv 1 Opta-Gen	9
18182	Hlth Ser Inv 1 Opt B-Csi	7
18185	Hlth Ser Inv 2 Opt A-Gen	5
18186	Hlth Ser Inv 2 Opt B-Csi	1
21161	Inf Srvcs Specialist I	5
21162	Inf Srvcs Specialist II	6
21165	Inf Systems Analyst I	3
21166	Inf Systems Analyst II	5
29731	Nursing Act Asst Coord	1
30860	Paralegal Assistant	1
37730	Real Estate Inv	5
37760	Real Estate Prof Examr	5
41771	Staff Develop Spec I	1
45252	Tech Adv 2	10
45256	Tech Advisr Advcd Prg Sp	8

Technicians

Position Code	Position Title	Number of Positions
11430	Data Processing Spec	1
11440	Data Processing Tech	1
23571	Licensing Inv 1	2
23572	Licensing Inv 2	5
23573	Licensing Inv 3	4

State of Illinois
List of Established Job Titles by EEO Category
Fin & Prof Reg

Technicians

Position Code	Position Title	Number of Positions
23574	Licensing Inv 4	2

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	6
14032	Executive Secretary 2	2
29994	Office Administrator 4	4
30025	Office Coordinator	17
34202	Private Secretary 2	6
43200	Student Worker	13

Office / Clerical

Position Code	Position Title	Number of Positions
30010	Office Assistant	2
30015	Office Associate	27
30020	Office Clerk	2

Service / Maintenance

Position Code	Position Title	Number of Positions
43051	Storekeeper I	2
43053	Storekeeper III	1
43060	Stores Clerk	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Office of the State Fire Marshal

Fire Marshal: Larry Matkaitis **EEO/AA Officer:** Jody Schrage

Agency Workforce: 132 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST THROUGH THIRD QUARTERS (7/1/09 THROUGH 3/31/10)

Agency underutilization at the beginning of FY10 was 5 African Americans, 2 Hispanics and 10 Females. During these quarters there were no opportunities to address the minority and female goals. This agency is underutililized by 6 people with disabilities.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/10, agency underutilization was 5 African Americans, 2 Hispanics and 10 Females. During this quarter there were no opportunities to address the minority goals. For females, there was 1 opportunity which did not address this goal. This agency is underutililized by 5 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 5 African Americans, 2 Hispanics and 10 Females. During the year, there were no opportunities to address the minority goals. For females, there was 1 opportunity which did not address this goal. This agency is underutililized by 5 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were too few opportunities to address the minority and female goals.

Underutilization Summary by Region

Name of Agency: FIRE MARSHAL (50-50) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1								2			4	2	4					2		
2																				
3																				
4																				
5																				
6																				
7			2			1														
8																				
9																				
10																				
11																				
Total	0	0	2	0	0	1	0	2	0	0	4	2	4	0	0	0	0	2	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **5** Total underutilization for Hispanics: **2** Total underutilization for Females: **10**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **17**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
State Fire Marshal

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	28
40070	Senior Public Serv Admin	10

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	2
00133	Accountant Advanced	1
00501	Admin Assistant 1	7
00502	Administrative Asst 2	7
01481	Arson Investigator 1	10
01482	Arson Investigator 2	12
01485	Arson Investigations Tr	2
13495	Elevator Inspector	6
13851	Executive 1	7
13852	Executive 2	4
21162	Inf Srvcs Specialist II	2
21165	Inf Systems Analyst I	1
21166	Inf Systems Analyst II	1
21732	Internal Security Inv 2	1
37004	Public Info Officer 4	1
41093	Site Interpretive Coord	1
43005	Storage Tank Safety Spec	17
45253	Tech Adv 3	1

Technicians

Position Code	Position Title	Number of Positions
04910	Boiler Safety Specialist	16
13732	Engineering Tech II	1
15285	Fire Certification Spec	7
15351	Fire Protection Spec 1	2

Protective Service

Position Code	Position Title	Number of Positions
15316	Fire Prevention Insp I	12
15317	Fire Prevention Insp II	21
15320	Fire Prevention Insp Trn	4

Para-Professionals

Position Code	Position Title	Number of Positions
14032	Executive Secretary 2	1
14033	Executive Secretary 3	1
29993	Office Administrator 3	1
30025	Office Coordinator	1
30080	Office Specialist	2
34202	Private Secretary 2	2

State of Illinois
List of Established Job Titles by EEO Category
State Fire Marshal

Para-Professionals

Position Code	Position Title	Number of Positions
43190	Student Intern	1

Office / Clerical

Position Code	Position Title	Number of Positions
30010	Office Assistant	5
30015	Office Associate	8
30020	Office Clerk	1

Service / Maintenance

Position Code	Position Title	Number of Positions
43051	Storekeeper I	1
43052	Storekeeper II	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Gaming Board

Administrator: Mark Ostrowski **Acting EEO/AA Officer:** Ruby Taylor

Agency Workforce: 82 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST THROUGH FOURTH QUARTERS (7/1/09 THROUGH 6/30/10)

At the beginning of the year, agency underutilization was 1 Hispanic, 6 Females and 1 Asian. During these quarters there were no opportunities to address minority or female goals. This agency is underutilized by 7 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*During the fiscal year there were no opportunities to address minority or female goals.

Underutilization Summary by Region

Name of Agency: GAMING BOARD (50-69) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1		1						3	1											
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9								3												
10																				
11																				
Total	0	1	0	0	0	0	0	6	1	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0** Total underutilization for Hispanics: **1** Total underutilization for Females: **6**

Total underutilization for Asians: **1** Total underutilization for Native Americans: **0** **Total Underutilization:** **8**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Gaming Board

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	47
40070	Senior Public Serv Admin	30

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	1
00135	Accountant Supervisor	1
00501	Admin Assistant 1	5
00502	Administrative Asst 2	4
13851	Executive 1	1
13852	Executive 2	1
17191	Gaming Senior Special Ag	19
17192	Gaming Special Agent	19
17195	Gaming Special Agent Tra	19
21162	Inf Srvcs Specialist II	1
21165	Inf Systems Analyst I	2
21166	Inf Systems Analyst II	3
21721	Internal Auditor 1	2
21726	Internal Auditor Trn	2
30860	Paralegal Assistant	1
38565	Rev Special Agent Trn	2
45252	Tech Adv 2	1

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	1

Para-Professionals

Position Code	Position Title	Number of Positions
14032	Executive Secretary 2	1
14033	Executive Secretary 3	1
30025	Office Coordinator	12
34202	Private Secretary 2	1
43190	Student Intern	1
43200	Student Worker	2

Office / Clerical

Position Code	Position Title	Number of Positions
30015	Office Associate	1
30020	Office Clerk	2

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Guardianship and Advocacy Commission

Executive Director: Dr. Mary L. Milano **EEO/AA Officer:** Tedd Ward, Jr.
`

Agency Workforce: 113 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

The agency is at parity for all affirmative action groups.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Underutilization Summary by Region

Name of Agency: GUARDIANSHIP & ADVOCACY COMMISSION (50-70) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0** Total underutilization for Hispanics: **0** Total underutilization for Females: **0**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **0**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Guardianship & Advocacy

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	24
40070	Senior Public Serv Admin	8

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	1
00133	Accountant Advanced	1
00135	Accountant Supervisor	1
00502	Administrative Asst 2	1
17710	Guardianship Rep	14
19692	Human Resources Rep	1
21160	Information Serv Intern	1
21161	Inf Srvcs Specialist I	1
21162	Inf Srvcs Specialist II	1
21165	Inf Systems Analyst I	3
30860	Paralegal Assistant	1
35700	Pub Admin Intern	1
45252	Tech Adv 2	19
48483	Vol Services Coord III	8

Technicians

Position Code	Position Title	Number of Positions
00116	Account Technician II	1

Para-Professionals

Position Code	Position Title	Number of Positions
19691	Human Resources Assoc	1
30025	Office Coordinator	1
34201	Private Secretary 1	1
34202	Private Secretary 2	1
43190	Student Intern	4

Office / Clerical

Position Code	Position Title	Number of Positions
30015	Office Associate	9
30075	Office Occuptions Tr	5

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Healthcare and Family Services

Director: Julie Hamos **EEO/AA Officer:** Derrick Davis

Agency Workforce: 2,314 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities		X	
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/09 THROUGH 9/30/09)

Agency underutilization at the beginning of FY10 was 4 African Americans, 1 Hispanic and 7 Asians. During this quarter there were 2 opportunities that did not address the minority goals. The agency is at parity for females. This agency is underutilized by 3 people with disabilities.

SECOND QUARTER (10/1/09 THROUGH 12/31/09)

As of 10/1/10, agency underutilization was 4 African Americans, 1 Hispanic and 7 Asians. During this quarter there were 3 opportunities that did not address the minority goals. This agency is underutilized by 3 people with disabilities.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/10, agency underutilization was 4 African Americans, 1 Hispanic and 7 Asians. During this quarter there were 4 opportunities that did not address the minority goals. This agency is underutilized by 2 people with disabilities.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/10, agency underutilization was 4 African Americans, 1 Hispanic and 7 Asians. During this quarter there were 6 opportunities and 1 or 17% (1 African American) addressed the minority goals. This agency is underutilized by 2 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 4 African Americans, 1 Hispanic and 7 Asians. During the year, there were 15 opportunities and 1 or 7% (1 African American) addressed the minority goals. This agency is at parity for females. This agency is underutilized by 2 people with disabilities.

FINDINGS

Agency in compliance [ ] Agency in non-compliance [X]

RECOMMENDATIONS/COMMENTS

The Department recommends that the agency establish a training program in accordance with Section 7-105 (H) of the Human Rights Act and in cooperation with the Department of Central Management Services, which would enhance the ability to address the affirmative action needs of the agency. Accordingly, the Department of Central Management Services will be notified of the need to establish this training program.

Underutilization Summary by Region

Name of Agency: HEALTHCARE & FAMILY SERVICES (33) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1		1																		
2																				
3																				
4																				
5																				
6									1											
7	3																			
8																				
9																				
10																				
11																				
Total	3	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1				5																
2																				
3																				
4																				
5																				
6																				
7				1																
8																				
9																				
10																				
11																				
Total	0	0	0	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **3** Total underutilization for Hispanics: **1** Total underutilization for Females: **0**

Total underutilization for Asians: **7** Total underutilization for Native Americans: **0** **Total Underutilization:** **11**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Healthcare & Family Srv

Officals / Administrators

Position Code	Position Title	Number of Positions
26400	Medical Adm 1 Opt C	1
37015	Public Service Adm	391
40070	Senior Public Serv Admin	191

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	23
00133	Accountant Advanced	21
00135	Accountant Supervisor	12
00140	Acctg Fiscl Admin Car Tr	2
00501	Admin Assistant 1	107
00502	Administrative Asst 2	54
07198	Child Support Spec 1	116
07199	Child Support Spec 2	97
07200	Child Support Spec Trnee	115
13851	Executive 1	202
13852	Executive 2	184
18150	Health Fac Surv Nurse	55
19692	Human Resources Rep	10
19693	Human Resources Spec	6
19785	Human Serv Caseworker	38
21160	Information Serv Intern	5
21161	Inf Srvcs Specialist I	27
21162	Inf Srvcs Specialist II	41
21165	Inf Systems Analyst I	55
21166	Inf Systems Analyst II	57
21167	Inf Systems Analyst III	5
21731	Internal Security Inv 1	2
21732	Internal Security Inv 2	5
22003	Kidcare Supervisor	18
25541	Mgmt Operations Anal I	29
25542	Mgmt Operations Anal 2	31
25583	Management Systems Spec	7
26501	Medical Asst Cons 1	1
26502	Medical Asst Cons 2	19
26503	Medical Asst Cons 3	4
27131	Meth & Proc Adv 1	1
27132	Meth & Proc Adv 2	6
27133	Meth & Proc Adv III	1
30860	Paralegal Assistant	1
34631	Program Integ Auditor I	5
34632	Program Integ Auditor II	5
34635	Program Integ Auditor Tr	5
35700	Pub Admin Intern	38

State of Illinois
List of Established Job Titles by EEO Category
Healthcare & Family Srv

Professionals

Position Code	Position Title	Number of Positions
35870	Public Aid Investigator	24
35874	P A Investigator Trn	19
35880	P A Lead Casework Spec	21
35892	P A Qual Contr Reviewer	8
35900	P A Quality Control Supv	4
41313	Soc Serv Pro Planner 3	1
41314	Soc Serv Prog Planner 4	9
41320	Soc Servs Career Tr	6
42742	Stat Research Spec 2	3
42743	Stat Research Spec 3	1
42745	Stat Research Supv	1
45251	Technical Advisor 1	3
45252	Tech Adv 2	1
45308	Telecom Systems Analyst	1

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	14
00116	Account Technician II	10
11415	Data Proc Admin Spec	3
11430	Data Processing Spec	6
11436	Data Processing Supvr 2	2
11437	Data Processing Supvr 3	6
11440	Data Processing Tech	8
45312	Telecom Systems Tech 1	1
45313	Telecom Systems Tech 2	1

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	33
14032	Executive Secretary 2	13
14033	Executive Secretary 3	9
19690	Human Resources Asst	3
19691	Human Resources Assoc	8
19694	Human Resources Trainee	2
29993	Office Administrator 3	14
29994	Office Administrator 4	60
29995	Office Administrator 5	5
30025	Office Coordinator	204
30080	Office Specialist	30
34201	Private Secretary 1	1
34202	Private Secretary 2	1
35825	Pub Aid Eligibility Asst	14
43200	Student Worker	1

State of Illinois
List of Established Job Titles by EEO Category
Healthcare & Family Srv

Office / Clerical

Position Code	Position Title	Number of Positions
00111	Account Clerk I	2
00112	Account Clerk II	4
11420	Data Processing Asst	2
11425	Data Processing Oper	1
27182	Microfilm Operator II	1
29992	Office Administrator 2	1
30010	Office Assistant	53
30015	Office Associate	152
30020	Office Clerk	29

Service / Maintenance

Position Code	Position Title	Number of Positions
43051	Storekeeper I	1
43052	Storekeeper II	1
43053	Storekeeper III	1
43060	Stores Clerk	2

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Historic Preservation Agency

Director: Janet Grimes **EEO/AA Officer:** Tad Allen

Agency Workforce: 199 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.		X	
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST THROUGH FOURTH QUARTERS (7/1/09 THROUGH 6/30/10)

Agency underutilization at the beginning of FY10 was 1 African American and 11 Females. During these quarters there were no opportunities to address minority and female goals. This agency is underutililized by 21 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*During the fiscal year there were no opportunities to address the minority and female goals.

Underutilization Summary by Region

Name of Agency: HISTORIC PRESERVATION AGENCY (48) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7													2							
8																				
9																				
10																				
11								3												
Total	0	0	0	0	0	0	0	3	0	0	0	0	2	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7	1												1					4		
8																				
9																		1		
10																				
11																				
Total	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	5	0	0

Total underutilization for African Americans: **1** Total underutilization for Hispanics: **0** Total underutilization for Females: **11**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **12**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Historic Preservation

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	20
40070	Senior Public Serv Admin	16
41211	Site Superintendent 1	3
41212	Site Superintendent 2	11
41213	Site Superintendent 3	9

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	2
00501	Admin Assistant 1	2
00502	Administrative Asst 2	4
01440	Architect	2
13851	Executive 1	13
13852	Executive 2	14
18981	Hist Docum Conservator 1	1
18985	Hist Exhibits Designer	1
18987	Hist Lib Chf Of Acquisit	1
19002	Hist Research Editor 2	1
19008	Hist Research Spec	3
19692	Human Resources Rep	2
19880	Iconographer	1
21162	Inf Srvcs Specialist II	1
21165	Inf Systems Analyst I	1
21166	Inf Systems Analyst II	1
21167	Inf Systems Analyst III	1
23401	Librarian 1	9
23430	Library Associate	6
24000	Local Hist Serv Rep	1
25610	Manuscripts Mgr	1
34725	Project Designer	4
35700	Pub Admin Intern	8
37003	Public Info Officer 3	1
37725	Ranger	4
41093	Site Interpretive Coord	21
41117	Site Services Spec 1	10
41118	Site Services Spec 2	8
41771	Staff Develop Spec I	5
48481	Vol Services Coord I	6
48482	Vol Services Coord II	1

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	3
00116	Account Technician II	1

State of Illinois
List of Established Job Titles by EEO Category
Historic Preservation

Technicians

Position Code	Position Title	Number of Positions
13360	Electronics Technician	1
32086	Photographer 2	1

Protective Service

Position Code	Position Title	Number of Positions
17681	Guard 1	1
41115	Site Security Officer	1

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	6
14032	Executive Secretary 2	2
19690	Human Resources Asst	2
23421	Library Aide I	4
23450	Library Technical Asst	1
29990	Office Admin Specialist	1
30025	Office Coordinator	4
30080	Office Specialist	1
34201	Private Secretary 1	1
41090	Site Interpreter	12
43200	Student Worker	1

Office / Clerical

Position Code	Position Title	Number of Positions
00112	Account Clerk II	1
27181	Microfilm Operator I	1
27182	Microfilm Operator II	1
30010	Office Assistant	4
30015	Office Associate	1
30020	Office Clerk	1

Skilled Craft

Position Code	Position Title	Number of Positions
06650	Carpenter	2
13200	Electrician	1
42600	Stationary Engineer	1
42605	Stationary Eng-Asst Chf	1
42610	Stationary Eng-Chief	1

Service / Maintenance

Position Code	Position Title	Number of Positions
05598	Building/Grounds Laborer	2
05601	Building/Grounds Lead 1	3
09317	Conserv/Hist Preserv Wkr	44
41132	Site Technician 2	30

State of Illinois
List of Established Job Titles by EEO Category
Historic Preservation

Service / Maintenance

Position Code	Position Title	Number of Positions
43051	Storekeeper I	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Human Rights Commission

Executive Director: N. Keith Chambers **EEO/AA Officer:** Dr. Ewa I. Ewa

Agency Workforce: 23 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST THROUGH FOURTH QUARTERS (7/1/09 THROUGH 6/30/10)

Agency underutilization at the beginning of FY10 was 1 African American. During these quarters there were no opportunities to address the minority goal. This agency is at parity for females. The agency is underutilized by 2 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*Too few opportunities to address the minority goal.

Underutilization Summary by Region

Name of Agency: HUMAN RIGHTS COMMISSION (50-01) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1						1														
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **1** Total underutilization for Hispanics: **0** Total underutilization for Females: **0**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **1**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Human Rights Commission

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	1
40070	Senior Public Serv Admin	2

Professionals

Position Code	Position Title	Number of Positions
00501	Admin Assistant 1	3
00502	Administrative Asst 2	1
30860	Paralegal Assistant	1
35700	Pub Admin Intern	1
45252	Tech Adv 2	1

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	1
29993	Office Administrator 3	1
29994	Office Administrator 4	2
34201	Private Secretary 1	1

Office / Clerical

Position Code	Position Title	Number of Positions
30010	Office Assistant	3
30015	Office Associate	4

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Human Rights

Director: Rocco J. Claps **EEO/AA Officer:** Michelle Dirksen

Agency Workforce: 146 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST THROUGH FOURTH QUARTERS (7/1/09 THROUGH 6/30/10)

Agency unerutilization at the beginning of FY09 was 1 Asian. During these quarters there were no opportunities to address the minority goal. This agency is at parity for females. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*During the year there were no opportunities to address the minority goal.

Underutilization Summary by Region

Name of Agency: HUMAN RIGHTS DEPARTMENT (49)

Report Date: End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1				1																
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0**

Total underutilization for Hispanics: **0**

Total underutilization for Females: **0**

Total underutilization for Asians: **1**

Total underutilization for Native Americans: **0**

Total Underutilization: **1**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Human Rights Department

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	31
40070	Senior Public Serv Admin	13

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	2
00135	Accountant Supervisor	1
00501	Admin Assistant 1	7
00502	Administrative Asst 2	5
19771	Human Rights Mediator	2
19774	Human Rights Inv I	14
19775	Human Rights Inv II	13
19776	Human Rights Inv III	10
19780	Human Rights Spec 3	3
21161	Inf Srvcs Specialist I	1
21162	Inf Srvcs Specialist II	2
21165	Inf Systems Analyst I	1
21166	Inf Systems Analyst II	1
35700	Pub Admin Intern	6
37004	Public Info Officer 4	1
45252	Tech Adv 2	2
45253	Tech Adv 3	3

Technicians

Position Code	Position Title	Number of Positions
00116	Account Technician II	1
11415	Data Proc Admin Spec	1
11430	Data Processing Spec	1
11435	Data Processing Supvr 1	1
11440	Data Processing Tech	1

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	2
14032	Executive Secretary 2	2
14033	Executive Secretary 3	1
30025	Office Coordinator	5
34202	Private Secretary 2	1
43200	Student Worker	3

Office / Clerical

Position Code	Position Title	Number of Positions
30005	Office Aide	1
30010	Office Assistant	1
30015	Office Associate	11

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Human Services

Acting Secretary: Grace Hong-Duffin **EEO/AA Officer:** Anna D'Ascenzo

Agency Workforce: 13,522 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities		X	
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/09 THROUGH 9/30/09)

Agency underutilization at the beginning of FY10 was 20 African Americans, 123 Hispanics, 68 Females, 26 Asians and 3 Native Americans. During this quarter there were 11 opportunities and 5 or 45% (5 Hispanics) addressed underutilization. For females, there were 1 opportunity and 1 or 100% addressed this goal. This agency is underutililized by 13 people with disabilities.

SECOND QUARTER (10/1/09 THROUGH 12/31/09)

As of 10/1/09, agency underutilization was 20 African Americans, 118 Hispanics, 67 Females, 26 Asians and 3 Native Americans. During this quarter there were 27 opportunities and 6 or 22% (1 African American, 3 Hispanics and 2 Asians) addressed underutilization. For females, there was 1 opportunity and 1 or 100% addressed the goal. This agency is underutililized by 13 people with disabilities.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/10, agency underutilization was 19 African Americans, 115 Hispanics, 66 Females, 24 Asians and 3 Native Americans. During this quarter there were 189 opportunities and 6 or 3% (6 Hispanics) addressed minority goals. For females, there were no opportunities to address this goal. This agency is underutililized by 13 people with disabilities.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/10, agency underutilization was 19 African Americans, 109 Hispanics, 66 Females, 24 Asians and 3 Native Americans. During this quarter there were 62 opportunities to address minority goals, and 6 or 10% (1 African American and 5 Hispanics) addressed the minority goals. For females, there were 3 opportunities and 3 or 100% addressed this goal. This agency is underutilized by 6 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 20 African Americans, 123 Hispanics, 68 Females, 26 Asians and 3 Native Americans. During the year, there were 289 opportunities and 23 or 8% (2 African Americans, 19 Hispanics and 2 Asians) addressed minority goals. For females, there were 5 opportunities and 5 or 100% addressed this goal. This agency is underutilized by 6 people with disabilities.

FINDINGS

Agency in compliance [ ] Agency in non-compliance [X]

RECOMMENDATIONS/COMMENTS

This agency failed to meet Department of Human Rights' standard for minority goal compliance (20%). Only 8% of the agency's hires and promotions in underutilized areas addressed minority goals. The agency will be referred to training under Section 7-105(H) of the Human Rights Act.

Underutilization Summary by Region

Name of Agency: HUMAN SERVICES (10) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1												62			2			13		
2		1										1						1		
3									1											
4																				
5	1											4		7				1		
6									4											
7		1					1													
8							2							1				2		
9												1		2	1			1		
10							1													
11							1					1	22					1		
Total	1	2	0	0	0	0	5	0	5	0	0	69	22	10	3	0	0	19	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1									6		4	8	8	1			14		1	
2													2							
3																				
4																				
5	1					1					1	1	2				4			
6																				
7	2												1							
8													6							
9	2												1			7				
10																				
11													2				1			
Total	5	0	0	0	0	1	0	0	6	0	5	9	22	1	0	7	19	0	1	0

Total underutilization for African Americans: **19** Total underutilization for Hispanics: **104** Total underutilization for Females: **63**

Total underutilization for Asians: **23** Total underutilization for Native Americans: **3** **Total Underutilization:** **212**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Human Services

Officals / Administrators

Position Code	Position Title	Number of Positions
26400	Medical Adm 1 Opt C	1
26401	Medical Adm 1 Opt D	12
26402	Medical Adm 2 Opt C	1
26403	Medical Adm 2 Opt D	16
26404	Medical Administrator 3	3
26908	Mental Health Prog Admin	1
37015	Public Service Adm	1183
40070	Senior Public Serv Admin	373

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	35
00133	Accountant Advanced	21
00135	Accountant Supervisor	18
00140	Acctg Fiscl Admin Car Tr	1
00157	Activity Therapist	49
00160	Activity Therapist Coord	20
00163	Activity Therapist Supv	7
00501	Admin Assistant 1	159
00502	Administrative Asst 2	73
04351	Behavioral Analyst 1	3
04352	Behavioral Analyst II	6
04355	Behavioral Analyst Assoc	4
05810	Business Admin Spec	3
05815	Business Manager	13
06902	Chaplain II	4
08235	Clinical Pharmacist	17
08250	Clinical Psychologist	40
08255	Clin Psychology Assoc	2
11751	Dentist I	3
11752	Dentist II	8
12501	Dietary Manager I	9
12502	Dietary Manager II	12
12510	Dietitian	16
12530	Disabil Appeals Officer	2
12537	Disabil Claims Adjud 1	47
12538	Disabil Claims Adjud 2	44
12539	Disabil Claims Adjud Trn	4
12540	Disab Claims Analyst	6
12558	Disability Claims Spec	9
12980	Educ Media Prog Spec	2
13100	Educator	114
13105	Educator-Provisional	1
13851	Executive 1	253

State of Illinois
List of Established Job Titles by EEO Category
Human Services

Professionals

Position Code	Position Title	Number of Positions
13852	Executive 2	184
17366	Graphic Arts Designer	2
17960	Habilitation Prog Coord	109
18041	Health Information Adm	12
18150	Health Fac Surv Nurse	6
18227	Hearng & Speech Adv Spec	9
18231	Hearing And Speech Assoc	7
18233	Hearing & Speech Spec	20
19670	Human Relations Rep	9
19692	Human Resources Rep	28
19693	Human Resources Spec	42
19785	Human Serv Caseworker	309
19788	Human Serv Casework Mgr	333
19810	H S Sign Lang Interpretr	1
21160	Information Serv Intern	9
21161	Inf Srvcs Specialist I	23
21162	Inf Srvcs Specialist II	47
21165	Inf Systems Analyst I	74
21166	Inf Systems Analyst II	68
21167	Inf Systems Analyst III	3
21731	Internal Security Inv 1	8
21732	Internal Security Inv 2	37
23401	Librarian 1	4
23430	Library Associate	2
25541	Mgmt Operations Anal I	10
25542	Mgmt Operations Anal 2	35
26811	Mental Health Adm I	72
26812	Mental Health Adm II	11
26817	Mental Health Adm Tr	7
26921	M H Recovery Support Sp1	11
26922	M H Recovery Support Sp2	9
26924	M H Specialist 1	21
26925	M H Specialist 2	14
26926	M H Specialist 3	3
26928	M H Specialist Tr	3
27131	Meth & Proc Adv 1	5
27132	Meth & Proc Adv 2	8
27133	Meth & Proc Adv III	5
29820	Nutritionist	10
29900	Occupational Therapist	9
29908	Occuptnl Ther Prog Coord	2
29910	Occup Therapist Supv	3
32145	Physical Therapist	3
32200	Physician	26

State of Illinois
List of Established Job Titles by EEO Category
Human Services

Professionals

Position Code	Position Title	Number of Positions
32221	Physician Spec Opt A	17
32222	Physician Spec Opt B	25
32223	Physician Spec Opt C	36
32224	Physician Spec Opt D	41
32225	Physician Spec Opt E	4
34900	Property Consultant	8
35611	Psychologist 1	11
35612	Psychologist 2	34
35613	Psychologist 3	54
35626	Psychologist Associate	5
35660	Psychology Intern	4
35700	Pub Admin Intern	72
35880	P A Lead Casework Spec	20
35892	P A Qual Contr Reviewer	29
35900	P A Quality Control Supv	5
37002	Public Info Officer 2	1
37003	Public Info Officer 3	4
37004	Public Info Officer 4	2
38001	Recreation Worker 1	4
38002	Recreation Worker 2	2
38131	Registered Nurse 1	171
38132	Registered Nurse 2	240
38135	Regis Nurse-Adv Practice	8
38145	Rehabilitation Counselor	177
38158	Rehab Counselor Senior	193
38159	Rehabilitatn Counslr Trn	174
38163	Rehab/Mobility Instruc	51
38167	Rehab/Mobility Instru Tr	26
38176	Rehab Serv Advisor I	57
38194	Rehab Workshop Supv 1	1
38195	Rehab Workshop Supv 2	1
38196	Rehab Wksh Supv III	2
38199	Reimbursement Officer 1	14
38200	Reimbursement Officer 2	7
38207	Research Economist 1	2
38270	Resident Physician	1
39200	School Psychologist	2
41312	Soc Serv Pro Planner II	1
41313	Soc Serv Pro Planner 3	69
41314	Soc Serv Prog Planner 4	35
41320	Soc Servs Career Tr	208
41411	Social Worker 1	10
41412	Social Worker 2	82
41413	Social Worker 3	53

State of Illinois
List of Established Job Titles by EEO Category
Human Services

Professionals

Position Code	Position Title	Number of Positions
41414	Social Worker 4	23
41430	Social Worker Intern	10
41771	Staff Develop Spec I	82
41787	Staff Pharmacist	9
42742	Stat Research Spec 2	3
42743	Stat Research Spec 3	4
42745	Stat Research Supv	2
45251	Technical Advisor 1	7
45252	Tech Adv 2	4
45308	Telecom Systems Analyst	2
48481	Vol Services Coord I	1
48482	Vol Services Coord II	3
48483	Vol Services Coord III	2

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	65
00116	Account Technician II	22
02424	Asst Reimburse Officer	4
08200	Clinical Lab Associate	2
08213	Clinicl Lab Phlebotomist	6
08215	Clinical Lab Tech 1	5
08216	Clinical Lab Tech 2	3
11440	Data Processing Tech	2
13360	Electronics Technician	2
13732	Engineering Tech II	1
17400	Graphic Arts Tech	2
21259	Inhalation Therapist	2
21260	Inhalation Therapy Supv	1
23551	Licensed Prac Nurse I	40
23552	Licensed Prac Nurse II	104
27011	Mental Health Tech I	139
27012	Mental Health Tech II	205
27013	Mental Health Tech III	122
27014	Mental Health Tech Iv	73
27015	Mental Health Tech V	15
27020	Mental Health Tech Tr 1	26
32007	Pharmacist Lead Tech	6
32008	Pharmacist Technician	17
37500	Radiologic Technologist	4
37507	Radio Tech Prog Coord	4
38192	Rehab Workshop Inst I	2
38193	Rehab Workshop Inst II	10
38280	Residential Serv Supv	139

State of Illinois
List of Established Job Titles by EEO Category
Human Services

Technicians

Position Code	Position Title	Number of Positions
39901	Sec Therapy Aide I	90
39902	Sec Therapy Aide II	49
39903	Sec Therapy Aide III	6
39904	Sec Therapy Aide Iv	21
39905	Sec Therapy Aide Tr	7
42748	Stat Research Technician	2
48200	Vocational Instructor	12

Protective Service

Position Code	Position Title	Number of Positions
14435	Facil Fire Safety Coord	1
17682	Guard 2	2
17683	Guard 3	1
39870	Security Officer	33
39875	Security Officer Chief	10
39876	Secur Officer Lieutenant	7
39877	Security Officer Sgt	26
45830	Transportation Officer	1

Para-Professionals

Position Code	Position Title	Number of Positions
07184	Child Development Aide	2
11650	Dental Assistant	9
11700	Dental Hygienist	7
13130	Educator Aide	8
14031	Executive Secretary 1	81
14032	Executive Secretary 2	34
14033	Executive Secretary 3	19
18047	Health Information Tech	8
18262	Hearing & Spch Tech II	3
19690	Human Resources Asst	4
19691	Human Resources Assoc	17
23450	Library Technical Asst	2
27135	Meth & Proc Car Assoc 1	2
27136	Meth & Proc Car Assoc 2	1
29993	Office Administrator 3	57
29994	Office Administrator 4	25
29995	Office Administrator 5	7
30025	Office Coordinator	160
30080	Office Specialist	11
32192	Physical Ther Aide II	5
32193	Physical Ther Aide III	4
34202	Private Secretary 2	2
35825	Pub Aid Eligibility Asst	111

State of Illinois
List of Established Job Titles by EEO Category
Human Services

Para-Professionals

Position Code	Position Title	Number of Positions
38277	Residential Care Worker	20
38279	Residential Care Wkr Trn	4
43190	Student Intern	46
43200	Student Worker	77

Office / Clerical

Position Code	Position Title	Number of Positions
00111	Account Clerk I	1
00112	Account Clerk II	31
08050	Clerical Trainee	2
08815	Comm Dispatcher	1
18045	Health Information Assoc	15
29991	Office Administrator 1	5
29992	Office Administrator 2	35
30005	Office Aide	7
30010	Office Assistant	278
30015	Office Associate	317
30020	Office Clerk	106
34792	Prop & Supply Clerk II	3
34793	Prop & Supply Clerk III	3
38141	Rehab Case Coord 1	151
38142	Rehab Case Coord 2	157
38203	Reproduc Serv Tech 1	4
44411	Switchboard Operator 1	56
44412	Switchboard Operator 2	6
44413	Switchboard Operator 3	15

Skilled Craft

Position Code	Position Title	Number of Positions
01231	App/Dry Goods Spec I	5
01232	App/Dry Goods Spec II	1
04100	Baker	1
04250	Barber	6
04350	Beautician	3
06650	Carpenter	16
13200	Electrician	13
24300	Locksmith	1
24750	Machinist	2
30800	Painter	17
32900	Plumber	12
38201	Reproduc Serv Supvr 1	2
38202	Reproduc Serv Supvr 2	1
38204	Reproduc Serv Tech 2	5
38205	Reproduc Serv Tech 3	6

State of Illinois
List of Established Job Titles by EEO Category
Human Services

Skilled Craft

Position Code	Position Title	Number of Positions
42600	Stationary Engineer	19
42605	Stationary Eng-Asst Chf	7
42610	Stationary Eng-Chief	18
42800	Steamfitter	6
45550	Tinsmith	1

Service / Maintenance

Position Code	Position Title	Number of Positions
05598	Building/Grounds Laborer	13
05601	Building/Grounds Lead 1	2
09601	Cook I	20
09602	Cook II	17
17549	Grounds Supv	1
21465	Institutional Maint Wkr	4
23050	Laborer	1
23060	Laborer (Building)	3
25020	Maint Equip Operator	19
25500	Maintenance Worker	4
25510	Maint Worker Power Plant	6
42650	Stationary Fireman	7
43051	Storekeeper I	35
43052	Storekeeper II	13
43053	Storekeeper III	16
43060	Stores Clerk	11
44221	Support Service Coord 1	58
44222	Support Service Coord 2	15
44225	Support Service Lead	32
44238	Support Service Wkr	162

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Insurance

Director: Michael T. McRaith **EEO/AA Officer:** Eve Blackwell-Lewis

Agency Workforce: 249 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/09 THROUGH 9/30/09)

Agency underutilization at the beginning of FY10 was 4 African Americans and 5 Females. During this quarter there was 1 opportunity that did not address the minority goal. For females there were 2 opportunities and 1 or 50% addressed this goal. This agency is underutililized by 7 persons with disabilities.

SECOND QUARTER (10/1/09 THROUGH 12/31/09)

As of 10/1/09, agency underutlization was 4 African Americans and 4 Females. During this quarter there were no opportunities to address the minority goal. For females, there was 1 opportunity and 1 or 100% that addressed this goal. This agency is underutililized by 7 persons with disabilities.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/010, agency underutlization was 4 African Americans and 3 Females. During this quarter there were no opportunities to address the minority goal. For females, there were 2 opportunities and 2 or 100% that addressed this goal. This agency is underutililized by 6 persons with disabilities.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/10, agency underutlization was 4 African Americans and 1 Females. During this quarter there was 1 opportunity and 1 or 100% (1 African American) addressed the minority goal. For females, there was 1 opportunity that addressed this goal. Agency achieved parity for females. This agency is underutililized by 5 persons with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 4 African Americans and 5 Females. For minorities there were 2 opportunities and 1 or 50% (1 African American) addressed the mionotity goals. For females there were 5 opportunities and 5 or 100% addressed this goal. Agency achieved parity for females. This agency is underutilized by 5 persons with disabilitities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

During the fiscal year the agency achieved parity for females.

*There were too few opportunities to address the minority goals.

Underutilization Summary by Region

Name of Agency: INSURANCE (14)

Report Date: End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1						1		1												
2																				
3																				
4																				
5																				
6																				
7											2									
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	1	0	1	0	0	2	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **3**

Total underutilization for Hispanics: **0**

Total underutilization for Females: **1**

Total underutilization for Asians: **0**

Total underutilization for Native Americans: **0**

Total Underutilization: **4**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Insurance

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	77
40070	Senior Public Serv Admin	23

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	4
00133	Accountant Advanced	6
00135	Accountant Supervisor	1
00187	Actuarial Asst	3
00195	Actuarial Examiner	2
00196	Actuarial Examiner Trn	1
00197	Actuarial Sr Examiner	2
00201	Actuary 1	3
00202	Actuary 2	4
00203	Actuary 3	3
00501	Admin Assistant 1	11
00502	Administrative Asst 2	9
13851	Executive 1	2
13852	Executive 2	1
19692	Human Resources Rep	1
21162	Inf Srvcs Specialist II	3
21165	Inf Systems Analyst I	4
21166	Inf Systems Analyst II	7
21601	Ins Co Claims Examiner 1	1
21602	Ins Co Claims Examiner 2	1
21608	Ins Co Fld Staff Exam	6
21610	Ins Co Fin Examiner Trn	5
21671	Ins Performance Exam 1	3
21672	Ins Performance Exam II	2
21673	Ins Performance Exam III	3
27131	Meth & Proc Adv 1	1
27132	Meth & Proc Adv 2	2
35700	Pub Admin Intern	1

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	1
11440	Data Processing Tech	1
21561	Insurance Analyst I	10
21562	Insurance Analyst II	12
21563	Insurance Analyst 3	12
21564	Insurance Analyst 4	18
23572	Licensing Inv 2	2

State of Illinois
List of Established Job Titles by EEO Category
Insurance

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	1
14032	Executive Secretary 2	3
14033	Executive Secretary 3	2
29994	Office Administrator 4	1
30025	Office Coordinator	3
30080	Office Specialist	1
34202	Private Secretary 2	2
43200	Student Worker	4

Office / Clerical

Position Code	Position Title	Number of Positions
30010	Office Assistant	2
30015	Office Associate	11

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: State Board of Investment

Executive Director: William R. Atwood **EEO/AA Officer:** Katherine A. Spinato

Agency Workforce: 11 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

This agency is at parity for all affirmative action groups, except for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Underutilization Summary by Region

Name of Agency: INVESTMENT, STATE BOARD OF (50-95) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0** Total underutilization for Hispanics: **0** Total underutilization for Females: **0**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **0**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Investment Board

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	1
40070	Senior Public Serv Admin	1

Professionals

Position Code	Position Title	Number of Positions
00501	Admin Assistant 1	1

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	1
34201	Private Secretary 1	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Juvenile Justice

Director: Arthur Bishop **Acting EEO/AA Officer:** Vickie Fair

Agency Workforce: 1,233 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.		*	
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/09 THROUGH 9/30/09)

Agency underutilization at the beginning of FY10 was 4 African Americans, 3 Hispanics, 252 Females and 27 Asians. During this quarter there were no opportunities to address the minority and female goals. This agency is underutililized by 104 people with disabilities.

SECOND QUARTER (10/1/09 THROUGH 12/31/09)

As of 10/1/09, agency underutilization was 4 African Americans, 3 Hispanics, 252 Females and 27 Asians. During this quarter there were 7 opportunities that did not address the minority goals. For females, there were 19 opportunities and 10 or 53% addressed this goal. This agency is underutililized by 104 people with disabilities.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/10, agency underutilization was 4 African Americans, 3 Hispanics, 242 Females and 27 Asians. During this quarter there were 6 opportunities and 1 or 17% (1 Asian) addressed the minority goals. For females, there were 24 opportunities and 18 or 75% addressed this goal. This agency is underutililized by 104 people with disabilities.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/10, agency underutilization was 4 African Americans, 3 Hispanics, 224 Females and 26 Asians. During this quarter there were 2 opportunities and 2 or 100% (2 Asians) addressed the minority goals. For females, there were 23 opportunities and 18 or 78% addressed this goal. This agency is underutililized by 104 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 5 African Americans, 3 Hispanics, 252 Females and 27 Asians. During the year, there were 15 opportunities and 3 or 20% (3 Asians) addressed the minority goals. For females, there were 66 opportunities and 46 or 70% addressed this goal. This agency is underutilized by 104 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*The agency uses an EEO/AA Officer from another agency. Per the Human Rights Act, Section 2-105 (B)(4) and DHR rules, Section 2520.780, agencies with 1,000 or more employees must appoint a full-time EEO/AA officer, subject to DHR's approval. The agency should designate an individual as EEO/AA officer as indicated in the Act and Rules.

Underutilization Summary by Region

Name of Agency: JUVENILE JUSTICE (27) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1								45	20		3		3							
2																				
3								57												
4																				
5																				
6																				
7																				
8								7												
9																				
10																				
11							2	86	3											
Total	0	0	0	0	0	0	2	195	23	0	3	0	3	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1							1						2					2	1	
2																				
3													1							
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11													1			1		2		
Total	0	0	0	0	0	0	1	0	0	0	0	0	4	0	0	1	0	4	1	0

Total underutilization for African Americans: **4** Total underutilization for Hispanics: **3** Total underutilization for Females: **206**

Total underutilization for Asians: **24** Total underutilization for Native Americans: **0** **Total Underutilization:** **237**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Juvenile Justice

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	44
40070	Senior Public Serv Admin	31

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	5
00133	Accountant Advanced	2
00135	Accountant Supervisor	1
00501	Admin Assistant 1	9
00502	Administrative Asst 2	4
05810	Business Admin Spec	2
05815	Business Manager	2
06901	Chaplain 1	2
06902	Chaplain II	5
08260	Clinical Services Supv	8
09662	Corr Couns II	2
09811	Cor Leisure Activ Spec 1	7
09812	Cor Leisure Act Spec 2	10
09814	Cor Leisure Act Spec 4	6
09825	Corrections Nurse 1	5
09826	Corrections Nurse 2	4
09880	Corr Voc School Supv	1
11752	Dentist II	1
13100	Educator	42
13852	Executive 2	6
18227	Hearng & Speech Adv Spec	1
19692	Human Resources Rep	5
21965	J J Chief Of Security	10
21971	Juv Justice Specialist	10
21976	Juv Justice Spec Intern	8
21980	Juv Justice Supervisor	9
21991	J J Youth & Fam Spec Op1	18
21992	J J Youth & Fam Spec Op2	17
21995	J J Youth & Fam Spec Sup	14
23430	Library Associate	7
35611	Psychologist 1	1
35612	Psychologist 2	3
35613	Psychologist 3	5
35700	Pub Admin Intern	5
39200	School Psychologist	5
41412	Social Worker 2	5
41413	Social Worker 3	5
48482	Vol Services Coord II	1

State of Illinois
List of Established Job Titles by EEO Category
Juvenile Justice

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	15
00116	Account Technician II	7
09801	Corr Identification Tech	2
09808	Corr Laundry Mgr 1	3
09879	Corr Vocational Instr	21
13360	Electronics Technician	1

Protective Service

Position Code	Position Title	Number of Positions
09871	Corr Trans Officer I	1
09872	Corr Trans Officer II	1

Para-Professionals

Position Code	Position Title	Number of Positions
11650	Dental Assistant	1
14031	Executive Secretary 1	8
14032	Executive Secretary 2	1
14033	Executive Secretary 3	9
19691	Human Resources Assoc	1
29990	Office Admin Specialist	3
29993	Office Administrator 3	9
30025	Office Coordinator	14
34202	Private Secretary 2	1
43200	Student Worker	9

Office / Clerical

Position Code	Position Title	Number of Positions
00112	Account Clerk II	3
09773	Corrections Clerk III	1
12965	Educational Diagnosticin	3
18045	Health Information Assoc	1
30010	Office Assistant	11
30015	Office Associate	33
30020	Office Clerk	1
44411	Switchboard Operator 1	1

Skilled Craft

Position Code	Position Title	Number of Positions
03700	Automotive Mechanic	1
05200	Brickmason	1
06650	Carpenter	4
09818	Corrections Locksmith	1
09821	Corr Maint Craftsman	6
13200	Electrician	5
30800	Painter	3

State of Illinois
List of Established Job Titles by EEO Category
Juvenile Justice

Skilled Craft

Position Code	Position Title	Number of Positions
32900	Plumber	4
42600	Stationary Engineer	3
42605	Stationary Eng-Asst Chf	4
42610	Stationary Eng-Chief	3
42800	Steamfitter	1

Service / Maintenance

Position Code	Position Title	Number of Positions
09793	Corrctns Food Serv Sup 1	8
09794	Corrctns Food Serv Sup 2	8
09795	Corrctns Food Serv Sup 3	5
09796	Corr Grounds Supv	1
09823	Corrections Maint Worker	6
09824	Corr Medical Technician	1
09861	Corr Supply Supv I	8
09862	Corr Supply Supv II	8
09863	Corr Supply Supv III	2
23060	Laborer (Building)	1
25020	Maint Equip Operator	1
25510	Maint Worker Power Plant	1
42650	Stationary Fireman	2
45700	Trades Tender	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Labor

Director: Catherine Shannon **EEO/AA Officer:** Melissa Lange

Agency Workforce: 81 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST THROUGH FOURTH QUARTERS (7/1/09 THROUGH 6/30/10)

Agency underutilization at the beginning of FY10 was 3 Females. During these quarters there were no opportunities to address the female goals. This agency is underutililized by 3 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were no opportunities to address the female goals.

Underutilization Summary by Region

Name of Agency: LABOR (15)

Report Date: End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7								1					2							
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	1	0	0	0	0	2	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0**

Total underutilization for Hispanics: **0**

Total underutilization for Females: **3**

Total underutilization for Asians: **0**

Total underutilization for Native Americans: **0**

Total Underutilization: **3**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Labor

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	12
40070	Senior Public Serv Admin	7

Professionals

Position Code	Position Title	Number of Positions
00501	Admin Assistant 1	11
13851	Executive 1	3
13852	Executive 2	2
18300	Hearings Referee	2
19692	Human Resources Rep	1
21122	Ind Serv Consultant 2	2
21127	Ind Serv Hygienist	3
21160	Information Serv Intern	1
22750	Labor Conciliator	10
35700	Pub Admin Intern	4
42743	Stat Research Spec 3	1
45253	Tech Adv 3	1

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	1
00116	Account Technician II	2
08919	Compliance Officer	5
13837	Equal Pay Specialist	1
37007	Public Safety Inspector	8

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	1
14032	Executive Secretary 2	1
19691	Human Resources Assoc	1
29994	Office Administrator 4	2
30025	Office Coordinator	2
30080	Office Specialist	1
34202	Private Secretary 2	1
43190	Student Intern	2
43200	Student Worker	3
48770	Wage Claims Spec	2

Office / Clerical

Position Code	Position Title	Number of Positions
30010	Office Assistant	1
30015	Office Associate	9
30020	Office Clerk	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Labor Relations Board

Executive Director: John Brosnan **EEO/AA Officer:** Carla Stone

Agency Workforce: 24 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

This agency is at parity for all affirmative action groups.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Underutilization Summary by Region

Name of Agency: LABOR RELATIONS BOARD (50-18) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0** Total underutilization for Hispanics: **0** Total underutilization for Females: **0**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **0**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Labor Relations Bd State

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	9
40070	Senior Public Serv Admin	2

Professionals

Position Code	Position Title	Number of Positions
13851	Executive 1	1
13852	Executive 2	1
45252	Tech Adv 2	3

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	1
14032	Executive Secretary 2	1
30080	Office Specialist	1

Office / Clerical

Position Code	Position Title	Number of Positions
08050	Clerical Trainee	1
30015	Office Associate	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Law Enforcement Training and Standards Board

Executive Director: Kevin McClain **EEO/AA Officer:** Larry Smith

Agency Workforce: 18 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

This agency is at parity for all affirmative action groups.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Underutilization Summary by Region

Name of Agency: LAW ENFORCEMENT TRAINING & STANDARDS BOARD (50-88) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0** Total underutilization for Hispanics: **0** Total underutilization for Females: **0**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **0**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Law Enf Trng&Standard Bd

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	5
40070	Senior Public Serv Admin	2

Professionals

Position Code	Position Title	Number of Positions
00501	Admin Assistant 1	1
10231	Crim Justice Spec 1	1
10232	Crim Justice Spec 2	1
13851	Executive 1	4
13852	Executive 2	2
32990	Police Training Spec	4
35700	Pub Admin Intern	2

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	1
34202	Private Secretary 2	1

Office / Clerical

Position Code	Position Title	Number of Positions
30010	Office Assistant	1
30015	Office Associate	1
44411	Switchboard Operator 1	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Medical District Commission

Executive Director: Samuel W. Pruett **EEO/AA Officer:** Mark S. Jamil

Agency Workforce: 9 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

*This agency was not required to calculate utilization because it has less than five employees in any of the EEO job categories. Any analysis conducted with a value of less than five would be considered unreliable.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Underutilization Summary by Region

Name of Agency: MEDICAL DISTRICT COMMISSION (50-54) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0** Total underutilization for Hispanics: **0** Total underutilization for Females: **0**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **0**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Medical District Comm

Officals / Administrators

Position Code	Position Title	Number of Positions
40070	Senior Public Serv Admin	1

Professionals

Position Code	Position Title	Number of Positions
00135	Accountant Supervisor	1
00502	Administrative Asst 2	1
13852	Executive 2	3
35700	Pub Admin Intern	1

Para-Professionals

Position Code	Position Title	Number of Positions
34202	Private Secretary 2	1

Service / Maintenance

Position Code	Position Title	Number of Positions
23060	Laborer (Building)	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Military Affairs

Major General : William L. Enyart **EEO/AA Officer:** Doug Wagner

Agency Workforce: 232 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females		X	
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/09 THROUGH 9/30/09)

Agency underutilization at the beginning of FY10 was 1 African American and 36 Females. During this quarter there were no opportunities to address minority goals. For females there was 1 opportunity which did not 1 address this goal. This agency is underutililized by 14 people with disabilities.

SECOND QUARTER (10/1/09 THROUGH 12/31/09)

As of 10/1/09, agency underutilization was 1 African American and 36 Females. During this quarter there were no opportunities to address minority goals. For females, there were 3 opportunities which did not address this goal. This agency is underutililized by 13 people with disabilities.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/10, agency underutilization was 1 African American and 36 females. During this quarter there were no opportunities to address minority goals. For females, there were 4 opportunities which did not address this goal. This agency is underutililized by 12 for people with disabilities.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/09, agency underutilization was 1 African American and 36 Females. During this quarter there were no opportunities to address minority goals. For females, there was 1 opportunity which did not address this goal. This agency is underutililized by 12 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 1 African American and 36 Females. During the year, there were no opportunities to address minority goals. For females there were 9 opportunities which did not address this goal. This agency is underutililized by 12 people with disabilities.

FINDINGS

Agency in compliance [ ] Agency in non-compliance [X]

RECOMMENDATIONS/COMMENTS

The agency failed to meet the Department of Human Rights' standard of 37% for female goals. The agency will be referred to training under Section 7-105(H) of the Human Rights Act.

*During the year, there were no opportunities to address the minority goal.

Underutilization Summary by Region

Name of Agency: MILITARY AFFIARS (35) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																		8		
5																				
6																				
7			1					2					1					7		
8																				
9																				
10																				
11																				
Total	0	0	1	0	0	0	0	2	0	0	0	0	1	0	0	0	0	15	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																		5		
2																		1		
3																				
4																				
5																1		4		
6																				
7																		4		
8																				
9																				
10																		1		
11																		2		
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	17	0	0

Total underutilization for African Americans: **1** Total underutilization for Hispanics: **0** Total underutilization for Females: **36**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **37**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Military Affairs

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	3
40070	Senior Public Serv Admin	2

Professionals

Position Code	Position Title	Number of Positions
00133	Accountant Advanced	1
00501	Admin Assistant 1	1
19692	Human Resources Rep	2
19693	Human Resources Spec	1
21165	Inf Systems Analyst I	2

Technicians

Position Code	Position Title	Number of Positions
13732	Engineering Tech II	1
13733	Engineering Tech III	2

Para-Professionals

Position Code	Position Title	Number of Positions
14033	Executive Secretary 3	2
30025	Office Coordinator	2
30080	Office Specialist	1
34202	Private Secretary 2	1

Office / Clerical

Position Code	Position Title	Number of Positions
27182	Microfilm Operator II	1
30015	Office Associate	1

Skilled Craft

Position Code	Position Title	Number of Positions
13200	Electrician	3
32900	Plumber	2
38119	Ref & Air Cond Repairer	1
42800	Steamfitter	1

Service / Maintenance

Position Code	Position Title	Number of Positions
05598	Building/Grounds Laborer	43
05601	Building/Grounds Lead 1	9
05605	Building/Grounds Supv	4
05613	Bldg/Grounds Maint Wkr	22
43052	Storekeeper II	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Natural Resources

Director: Marc Miller **EEO/AA Officer:** Gloria Williams

Agency Workforce: 1,129 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities		X	
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/09 THROUGH 9/30/09)

Agency underutilization at the beginning of FY10 was 36 African Americans, 14 Hispanics, 184 Females and 2 Asians. During this quarter there were no opportunities to address minority and female goals. This agency is underutililized by 77 people with disabilities.

SECOND QUARTER (10/1/09 THROUGH 12/31/09)

As of 10/1/09, agency underutilization was 36 African Americans, 14 Hispanics, 184 Females and 2 Asians. During this quarter there were 3 opportunities to address minority goals which did not address the goals. For females there were no opportunities. This agency is underutililized by 77 people with disabilities.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/10, agency underutilization was 36 African Americans, 14 Hispanics, 184 Females and 2 Asians. During this quarter there were 3 opportunities which did not address minority goals. For females, there was 1 opportunity which did not address this goal. This agency is underutililized by 76 people with disabilities.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/10, agency underutilization was 36 African Americans, 14 Hispanics, 184 Females and 2 Asians. During this quarter there were 2 opportunities which did not address minority goals. For females, there was1 opportunity which did not address this goal. This agency is underutililized by 76 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 36 African Americans, 14 Hispanics, 184 Females and 2 Asians. During the year, there were 8 opportunities which did not address minority goals. For females, there were 2 opportunities which did not address this goal. This agency is underutililized by 76 people with disabilities.

FINDINGS

Agency in compliance [ ] Agency in non-compliance [X]

RECOMMENDATIONS/COMMENTS

The agency failed to meet the Department of Human Rights standard of 20% for minority goals. For FY11, the agency should focus recruitment efforts in underutilized areas on minorities. The agency will be referred to training under Section 7-105(H) of the Human Rights Act.

*There were too few opportunities to address the female goals.

Underutilization Summary by Region

Name of Agency: NATURAL RESOURCES (12) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1		1				3	3	8	1							8	4	8	1	
2			4					5								1	1	5		
3								3												
4			3			1		7					1							
5			2					2												
6								3												
7	1		16			2					1							3		
8			1					6												
9						1		7								3		5		
10			3					12												
11	1		7			2		12					1			1		5		
Total	2	1	36	0	0	9	3	65	1	0	1	0	2	0	0	13	5	26	1	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																6	4	8		
2																1	1	7		
3																		2		
4																1		3		
5																		3		
6																				
7	1																	5		
8																		5		
9																		3		
10																		6		
11																2		13		
Total	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	5	55	0	0

Total underutilization for African Americans: **36** Total underutilization for Hispanics: **14** Total underutilization for Females: **184**

Total underutilization for Asians: **2** Total underutilization for Native Americans: **0** **Total Underutilization:** **236**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Natural Resources

Officals / Administrators

Position Code	Position Title	Number of Positions
28836	Nat Res Manager 1	22
28837	Nat Res Manager 2	34
28838	Nat Res Manager 3	6
28841	Nat Res Site Manager 1	5
28842	Nat Res Site Manager 2	9
37015	Public Service Adm	110
40070	Senior Public Serv Admin	90
41211	Site Superintendent 1	14
41212	Site Superintendent 2	46
41213	Site Superintendent 3	33

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	10
00133	Accountant Advanced	4
00135	Accountant Supervisor	5
00501	Admin Assistant 1	21
00502	Administrative Asst 2	20
01440	Architect	1
06941	Chemist 1	1
06942	Chemist 2	1
07601	Civil Engineer 1	7
07602	Civil Engineer 2	10
07603	Civil Engineer 3	18
07604	Civil Engineer 4	6
07607	Civil Engineer Trn	5
09300	Conserv Educ Rep	19
09311	Conserv Grant Admin 1	5
09312	Conserv Grant Admin 2	7
09313	Conserv Grant Admin 3	6
09347	Conserv Police Sergeant	25
13793	Envir Prot Eng 3	1
13803	Envir Prot Geo III	1
13821	Envir Prot Spec 1	1
13822	Envir Prot Spec 2	1
13823	Envir Prot Spec 3	10
13824	Envir Prot Spec Iv	5
13851	Executive 1	29
13852	Executive 2	23
17271	Geographic Info Sepc 1	5
17272	Geographic Info Spec 2	8
19692	Human Resources Rep	2
19693	Human Resources Spec	4
21161	Inf Srvcs Specialist I	2

State of Illinois
List of Established Job Titles by EEO Category
Natural Resources

Professionals

Position Code	Position Title	Number of Positions
21162	Inf Srvcs Specialist II	5
21165	Inf Systems Analyst I	7
21166	Inf Systems Analyst II	1
23092	Land Acquis Agent 2	1
23093	Land Acquis Agent 3	11
23131	Land Reclamation Spec 1	1
23132	Land Reclamation Spec 2	3
23145	Landscape Architect	10
23150	Landscape Planner	1
23402	Librarian 2	1
23430	Library Associate	1
26203	Mechanical Engineer 3	1
27152	Microbiologist 2	1
28831	Natural Resources Coord	30
28832	Natural Resources Spec	119
28833	Natural Resour Adv Spec	50
28834	Nat Res Educ Prog Coord	3
28835	Nat Res Grant Coord	1
34725	Project Designer	1
35700	Pub Admin Intern	8
37003	Public Info Officer 3	3
37004	Public Info Officer 4	5
37725	Ranger	58
38281	Resources Planner 1	1
38282	Resources Planner 2	1
38283	Resources Planner III	11
40090	Senior Ranger	1
41071	Site Assistant Supt 1	55
41072	Site Assistant Supt 2	16
41771	Staff Develop Spec I	1
45252	Tech Adv 2	1
45253	Tech Adv 3	1
45261	Technical Mgr 1	1
48481	Vol Services Coord I	1
48482	Vol Services Coord II	3
49421	Well Insp 1	3
49422	Well Insp 2	4

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	11
00116	Account Technician II	8
13340	Elec Equip Instal/Repair	1
13345	El Eq Inst/Repair Ld Wkr	1

State of Illinois
List of Established Job Titles by EEO Category
Natural Resources

Technicians

Position Code	Position Title	Number of Positions
13731	Engineering Tech 1	4
13732	Engineering Tech II	4
13733	Engineering Tech III	10
13734	Engineering Tech Iv	6
13785	Envir Protection Assoc	1
13811	Envir Prot Legal Inv I	2
22997	Laboratory Associate 1	1
28852	Natural Resource Tech 2	28
32086	Photographer 2	1

Protective Service

Position Code	Position Title	Number of Positions
09341	Conserv Police Officer 1	18
09342	Conserv Police Officer 2	29
09345	Conserv Pol Officer Tr	1
17681	Guard 1	2
41115	Site Security Officer	11
42230	State Mine Inspector	14
42240	State Mine Insp-At-Large	2

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	10
14032	Executive Secretary 2	11
14033	Executive Secretary 3	4
19690	Human Resources Asst	1
19691	Human Resources Assoc	2
29990	Office Admin Specialist	1
29993	Office Administrator 3	9
29994	Office Administrator 4	4
29995	Office Administrator 5	2
30025	Office Coordinator	62
30080	Office Specialist	8
34202	Private Secretary 2	2
43190	Student Intern	25
43200	Student Worker	50

Office / Clerical

Position Code	Position Title	Number of Positions
00111	Account Clerk I	1
00112	Account Clerk II	1
11425	Data Processing Oper	1
27182	Microfilm Operator II	1
30010	Office Assistant	33

State of Illinois
List of Established Job Titles by EEO Category
Natural Resources

Office / Clerical

Position Code	Position Title	Number of Positions
30015	Office Associate	84
30075	Office Occuptions Tr	2
34792	Prop & Supply Clerk II	1
38203	Reproduc Serv Tech 1	2

Skilled Craft

Position Code	Position Title	Number of Positions
03700	Automotive Mechanic	1
06650	Carpenter	1
09561	Construction Supv I	1
09562	Construction Supv II	1
13200	Electrician	1
32900	Plumber	1
33360	Power Shovel Opr (Maint)	2
42600	Stationary Engineer	1
42605	Stationary Eng-Asst Chf	1
49061	Waterways Const Supv I	5
49062	Waterways Const Supv II	2

Service / Maintenance

Position Code	Position Title	Number of Positions
05598	Building/Grounds Laborer	5
05601	Building/Grounds Lead 1	3
05605	Building/Grounds Supv	1
05613	Bldg/Grounds Maint Wkr	2
09317	Conserv/Hist Preserv Wkr	140
21687	Intermit Laborer Maint	5
24290	Lock And Dam Tender	1
28851	Natural Resource Tech 1	8
41131	Site Technician 1	12
41132	Site Technician 2	203
43051	Storekeeper I	5
43052	Storekeeper II	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Pollution Control Board

Acting Chairman: G. Tanner Girard **EEO/AA Officer:** Kathryn L. Griffin

Agency Workforce: 23 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST THROUGH SECOND QUARTERS (7/1/09 THROUGH 12/31/10)

Agency underutilization at the beginning of FY10 was 1 African American. During these quarters there were no opportunities to address the minority goal. This agency is underutililized by 1 person with a disability.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/10, agency underutilization was 1 African American. During this quarter there was 1 opportunity which did not address this goal. This agency is underutilized by 1 person with a disability.

FOURTH QUARTER (4/1/10 THROUGH 6/31/10)

As of 4/1/10, agency underutilization was 1 African American. During this quarter there was 1 opportunity which did not address this goal. This agency is underutilized by 1 person with a disability.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 1 African American. During the year, there were 2 opportunities that did not address the minority goals. The agency is at parity for females. This agency is underutilized by 1 person with a disability

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*During the year there too few opportunities to address the minority goals.

Underutilization Summary by Region

Name of Agency: POLLUTION CONTROL BOARD (50-80) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1	1																			
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **1** Total underutilization for Hispanics: **0** Total underutilization for Females: **0**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **1**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Pollution Control Board

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	18
40070	Senior Public Serv Admin	4

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	1
00133	Accountant Advanced	1
00501	Admin Assistant 1	1
00502	Administrative Asst 2	3
13852	Executive 2	1
21160	Information Serv Intern	1
21162	Inf Srvcs Specialist II	1
21165	Inf Systems Analyst I	2
30860	Paralegal Assistant	1
35700	Pub Admin Intern	3

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	1
00116	Account Technician II	1

Para-Professionals

Position Code	Position Title	Number of Positions
14032	Executive Secretary 2	1
34201	Private Secretary 1	5
34202	Private Secretary 2	2

Office / Clerical

Position Code	Position Title	Number of Positions
30015	Office Associate	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Prisoner Review Board

Chairman: Adam Monreal **EEO/AA Officer:** Nicole Damhoff

Agency Workforce: 18 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

This agency is at parity for all affirmative action groups.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Underutilization Summary by Region

Name of Agency: PRISONER REVIEW BOARD (50-78) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0** Total underutilization for Hispanics: **0** Total underutilization for Females: **0**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **0**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Prisoner Review Board

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	1

Professionals

Position Code	Position Title	Number of Positions
00135	Accountant Supervisor	1
00502	Administrative Asst 2	1
13851	Executive 1	5
21165	Inf Systems Analyst I	1
35700	Pub Admin Intern	1

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	1

Para-Professionals

Position Code	Position Title	Number of Positions
14033	Executive Secretary 3	1
29994	Office Administrator 4	8
30025	Office Coordinator	1

Office / Clerical

Position Code	Position Title	Number of Positions
27181	Microfilm Operator I	1
27182	Microfilm Operator II	1
27183	Microfilm Operator III	1
30010	Office Assistant	9
30020	Office Clerk	2

Service / Maintenance

Position Code	Position Title	Number of Positions
43051	Storekeeper I	1
43052	Storekeeper II	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Property Tax Appeal Board

Executive Director: Louis Apostol **EEO/AA Officer:** Becky Moody

Agency Workforce: 19 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

This agency calculated at parity for all affirmative action groups except people with disabilities. This agency is underutililized by 2 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Underutilization Summary by Region

Name of Agency: PROPERETY TAX APPEAL BOARD (50-48) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0** Total underutilization for Hispanics: **0** Total underutilization for Females: **0**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **0**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Property Tax Appeal Bd D

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	7
40070	Senior Public Serv Admin	2

Professionals

Position Code	Position Title	Number of Positions
00501	Admin Assistant 1	2
00502	Administrative Asst 2	3
01252	Appraisal Specialist 2	1
01253	Appraisal Specialist 3	2
21160	Information Serv Intern	1
21161	Inf Srvcs Specialist I	1
21162	Inf Srvcs Specialist II	1
21165	Inf Systems Analyst I	1
21166	Inf Systems Analyst II	1
37004	Public Info Officer 4	1
45252	Tech Adv 2	2
45253	Tech Adv 3	2

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	1
29994	Office Administrator 4	1
30025	Office Coordinator	2
34202	Private Secretary 2	1
43200	Student Worker	1

Office / Clerical

Position Code	Position Title	Number of Positions
30010	Office Assistant	2
30015	Office Associate	4

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Public Health

Director: Damon T. Arnold, M.D., M.P.H. **EEO/AA Officer:** Robin A. Tucker-Smith

Agency Workforce: 1,075 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/09 THROUGH 9/30/09)

Agency underutilization at the beginning of FY10 was 5 African Americans, 2 Hispanics and 1 Asian. During this quarter there were no opportunities to address the minority goals. The agency is at parity for females. This agency is underutililized by 93 people with disabilities.

SECOND QUARTER (10/1/09 THROUGH 12/31/09)

As of 10/1/09, agency underutilization was 5 African Americans, 2 Hispanics and 1 Asian. During this quarter there were 2 opportunities that did not address the minority goals. This agency is underutilized by 93 people with disabilities.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/10, agency underutilization was 5 African Americans, 2 Hispanics, and 1 Asian. During this quarter there were 3 opportunities and 1 or 33% (1 Hispanic) addressed the minority goals. This agency is underutililized by 93 people with disabilities.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/10, agency underutilization was 5 African Americans, 1 Hispanic and 1 Asian. During this quarter there were 2 opportunities and 2 or 100% (1 African American and 1 Hispanic) addressed the minority goals. This agency is underutililized by 92 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 5 African Americans, 2 Hispanics and 1 Asian. During the year, there were 7 opportunities and 3 or 43% (1 African American and 1 Hispanic) addressed the minority goals. The agency is at parity for females. This agency is underutililized by 92 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

During the fiscal year, the agency achieved parity for Hispanics.

Underutilization Summary by Region

Name of Agency: PUBLIC HEALTH (20) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2						1														
3																				
4						2														
5																				
6						1			1											
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	4	0	0	1	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **4** Total underutilization for Hispanics: **0** Total underutilization for Females: **0**

Total underutilization for Asians: **1** Total underutilization for Native Americans: **0** **Total Underutilization:** **5**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Public Health

Officals / Administrators

Position Code	Position Title	Number of Positions
26400	Medical Adm 1 Opt C	2
26401	Medical Adm 1 Opt D	1
26402	Medical Adm 2 Opt C	1
26404	Medical Administrator 3	3
26405	Medical Administrator 4	1
37015	Public Service Adm	364
40070	Senior Public Serv Admin	115

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	19
00133	Accountant Advanced	5
00135	Accountant Supervisor	8
00140	Acctg Fiscl Admin Car Tr	3
00501	Admin Assistant 1	69
00502	Administrative Asst 2	26
01440	Architect	14
05541	Bldg Construction Insp I	2
05815	Business Manager	1
06941	Chemist 1	2
06942	Chemist 2	3
06943	Chemist 3	5
08220	Clinical Lab Technolog 1	25
08221	Clinical Lab Technol 2	15
08229	Clinical Lab Tech Trn	6
13180	Electrical Engineer	1
13751	Environmental Eng 1	2
13753	Environmental Eng 3	6
13754	Environmental Eng 4	6
13768	Environmntl Hlth Spec 1	15
13769	Environmntl Hlth Spec 2	18
13770	Environmntl Hlth Spec 3	45
13851	Executive 1	23
13852	Executive 2	33
17271	Geographic Info Sepc 1	1
17272	Geographic Info Spec 2	1
17276	Geographic Info Trn	1
18011	Hlth Facil Surveyor 1	7
18012	Hlth Facil Surveyor 2	27
18013	Hlth Facil Surveyor 3	8
18150	Health Fac Surv Nurse	44
19692	Human Resources Rep	1
19693	Human Resources Spec	5
21160	Information Serv Intern	10

State of Illinois
List of Established Job Titles by EEO Category
Public Health

Professionals

Position Code	Position Title	Number of Positions
21161	Inf Srvcs Specialist I	14
21162	Inf Srvcs Specialist II	11
21165	Inf Systems Analyst I	8
21166	Inf Systems Analyst II	15
21167	Inf Systems Analyst III	1
23022	Lab Quality Spec 2	8
23025	Lab Research Scientist	9
23027	Lab Research Spec 1	2
23028	Lab Research Spec 2	1
23600	Life Sci Career Trainee	2
25542	Mgmt Operations Anal 2	2
25583	Management Systems Spec	3
27131	Meth & Proc Adv 1	5
27132	Meth & Proc Adv 2	16
27133	Meth & Proc Adv III	7
27151	Microbiologist 1	2
27152	Microbiologist 2	3
29820	Nutritionist	1
30317	Oral Health Consultant	4
30860	Paralegal Assistant	1
32910	Pldg Consultant	1
34725	Project Designer	3
35700	Pub Admin Intern	15
36430	Public Health Educator	9
36434	P H Educator Assoc	3
36611	P H Program Spec 1	12
36612	P H Program Spec 2	10
36613	P H Program Spec 3	16
38132	Registered Nurse 2	1
38232	Research Scientist 2	1
38233	Research Scientist 3	1
41312	Soc Serv Pro Planner II	1
41313	Soc Serv Pro Planner 3	2
41314	Soc Serv Prog Planner 4	1
41771	Staff Develop Spec I	1
42742	Stat Research Spec 2	2
42743	Stat Research Spec 3	1
45252	Tech Adv 2	2
47941	Vision/Hearing Cons I	1
47942	Vision/Hearing Cons II	3
47943	Vision/Hearing Cons III	1

State of Illinois
List of Established Job Titles by EEO Category
Public Health

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	2
00116	Account Technician II	1
00118	Account Technician Tr	1
08200	Clinical Lab Associate	3
08215	Clinical Lab Tech 1	1
08216	Clinical Lab Tech 2	7
13733	Engineering Tech III	1
13734	Engineering Tech Iv	4
22997	Laboratory Associate 1	3
22998	Laboratory Associate 2	2
32915	Plumbing Inspector	6
48000	Vit Rec Qual Cont Insp	6

Para-Professionals

Position Code	Position Title	Number of Positions
00600	Admin Services Wkr Tr	2
14031	Executive Secretary 1	3
14032	Executive Secretary 2	6
14033	Executive Secretary 3	3
19690	Human Resources Asst	1
19691	Human Resources Assoc	3
27135	Meth & Proc Car Assoc 1	8
27136	Meth & Proc Car Assoc 2	2
29993	Office Administrator 3	25
29994	Office Administrator 4	2
29995	Office Administrator 5	2
30025	Office Coordinator	35
30080	Office Specialist	5
34202	Private Secretary 2	1
43190	Student Intern	2
43200	Student Worker	1

Office / Clerical

Position Code	Position Title	Number of Positions
00111	Account Clerk I	2
27182	Microfilm Operator II	1
30010	Office Assistant	27
30015	Office Associate	84
30020	Office Clerk	9
44411	Switchboard Operator 1	2

Service / Maintenance

Position Code	Position Title	Number of Positions
43051	Storekeeper I	4

State of Illinois
List of Established Job Titles by EEO Category
Public Health

Service / Maintenance

Position Code	Position Title	Number of Positions
43052	Storekeeper II	2
43053	Storekeeper III	3
43060	Stores Clerk	2

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Racing Board

Executive Director: Marc Laino **EEO/AA Officer:** Jacqueline Clisham

Agency Workforce: 50 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/09 THROUGH 9/30/09)

Agency underutilization at the beginning of FY10 was 4 African Americans and 3 Females. During this quarter there was 1 opportunity that did not address the minority goal. For females there was 1 opportunity which did not address the female goal. This agency is underutililized by 6 persons with disabilities.

SECOND THROUGH FOURTH QUARTERS (10/1/09 THROUGH 6/30/10)

As of 10/1/09 agency underutilization was 4 African Americans and 5 Females. During these quarters there were no opportunities to address the minority and female goals. This agency is underutilized by 6 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Agency underutilization at the beginning of FY10 was 4 African Americans and 3 Females. During this quarter there was 1 opportunity that did not address the minority goal. For females there was 1 opportunity which did not this goal. This agency is underutililized by 6 persons with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were too few opportunities to address the minority and female goals.

Underutilization Summary by Region

Name of Agency: RACING BOARD (50-68) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1	1		1			1		2												
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	1	0	1	0	0	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1	1					1														
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **4** Total underutilization for Hispanics: **0** Total underutilization for Females: **3**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **7**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Racing Board

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	1

Para-Professionals

Position Code	Position Title	Number of Positions
34201	Private Secretary 1	1

Office / Clerical

Position Code	Position Title	Number of Positions
30010	Office Assistant	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Revenue

Director: Brian A. Hamer **EEO/AA Officer:** Ruby Taylor

Agency Workforce: 1,886 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities		X	
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/09 THROUGH 9/30/09)

Agency underutilization at the beginning of FY10 was 6 African Americans, 20 Hispanics, 4 Females 5 Asians and 1 Native American. During this quarter there were 5 opportunities and 1 or 20% (1 African American) addressed minorty goals. For females, there were no opportunities to address this goal. This agency is underutililized by 47 people with disabilities.

SECOND QUARTER (10/1/09 THROUGH 12/31/09)

As of 10/1/09, agency underutilization was 56 African Americans, 20 Hispanics, 4 Females, 5 Asians and 1 Native american. During this quarter there were 13 opportunities which did not address minority goals. For females, there were no opportunities to address these goals. This agency is underutililized by 47 people with disabilities.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/10, agency underutilization was 5 African Americans, 20 Hispanics, 4 Females, 5 Asians and 1 Native American. During this quarter there were no opportunities to address minority goals. For females, there were no opportunites to address these goals. This agency is underutililized by 47 people with disabilities.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/10, agency underutilization was 5 African Americans, 20 Hispanics, 4 Females, 5 Asians and 1 Native American. During this quarter there were 5 opportunities and 1 or 20% (1 Hispanic) addressed minority goals. For females there were no opportunities to address this goal. This agency is underutililized by 46 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 6 African Americans, 20 Hispanics, 4 Females, 5 Asians and 1 Native American. During the year, there were 23 opportunities and 2 or 9% (1 African American and 1 Hispanic) addressed the minority goals. For females, there were no opportunites. This agency is underutililized by 46 people with disabilities.

FINDINGS

Agency in compliance [ ] Agency in non-compliance [X]

RECOMMENDATIONS/COMMENTS

This agency failed to meet the Department of Human Rights' standard of 20% for minority goals. Nine percent of the agency's hiring/promotion opportunities addressed minority goals. The agency will be referred to training under Section 7-105(H) of the Human Rights Act.

*There were no opportunities to address the female goals.

Underutilization Summary by Region

Name of Agency: REVENUE (25) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1				2			15			1				1						
2						1		1												
3																				
4																				
5																				
6																				
7	1			2		1	4				2									
8																				
9																				
10																				
11																				
Total	1	0	0	4	0	2	19	1	0	1	2	0	0	1	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7													1					2		
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	2	0	0

Total underutilization for African Americans: **5** Total underutilization for Hispanics: **19** Total underutilization for Females: **4**

Total underutilization for Asians: **5** Total underutilization for Native Americans: **1** **Total Underutilization:** **34**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Revenue

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	275
40070	Senior Public Serv Admin	119

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	12
00133	Accountant Advanced	6
00135	Accountant Supervisor	6
00501	Admin Assistant 1	45
00502	Administrative Asst 2	28
01251	Appraisal Specialist 1	2
01253	Appraisal Specialist 3	2
01255	Appraisal Specialist Trn	1
13851	Executive 1	12
13852	Executive 2	13
17271	Geographic Info Sepc 1	1
17272	Geographic Info Spec 2	1
17276	Geographic Info Trn	1
17325	Governmental Career Trn	1
17366	Graphic Arts Designer	1
19692	Human Resources Rep	15
19693	Human Resources Spec	13
21160	Information Serv Intern	9
21161	Inf Srvcs Specialist I	31
21162	Inf Srvcs Specialist II	23
21165	Inf Systems Analyst I	34
21166	Inf Systems Analyst II	51
21167	Inf Systems Analyst III	13
21721	Internal Auditor 1	1
21726	Internal Auditor Trn	1
21731	Internal Security Inv 1	2
21732	Internal Security Inv 2	2
24504	Lottery Regional Coord	13
24515	Lottery Sales Rep	73
30860	Paralegal Assistant	1
35700	Pub Admin Intern	5
38132	Registered Nurse 2	1
38369	Revenue Audit Supervisor	57
38371	Rev Auditor 1	72
38372	Rev Auditor 2	72
38373	Rev Auditor 3	74
38375	Revenue Auditor Trainee	59
38401	Rev Collection Ofr 1	10
38402	Rev Collection Ofr 2	11

State of Illinois
List of Established Job Titles by EEO Category
Revenue

Professionals

Position Code	Position Title	Number of Positions
38403	Rev Collection Ofr 3	11
38405	Rev Collection Ofr Trn	9
38425	Rev Computer Audit Spec	8
38557	Rev Sr Special Agent	7
38558	Rev Special Agent	6
38565	Rev Special Agent Trn	6
38572	Rev Tax Spec II	39
38573	Rev Tax Spec III	25
42742	Stat Research Spec 2	1
42743	Stat Research Spec 3	1
42745	Stat Research Supv	2
45251	Technical Advisor 1	3
45252	Tech Adv 2	8
45253	Tech Adv 3	4
45256	Tech Advisr Advcd Prg Sp	38
45308	Telecom Systems Analyst	2

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	11
00116	Account Technician II	12
11415	Data Proc Admin Spec	7
11430	Data Processing Spec	8
11436	Data Processing Supvr 2	3
11437	Data Processing Supvr 3	2
11440	Data Processing Tech	7
12749	Drafting Worker	1
23568	Licensing Asst	3
23751	Liq Cont Sp Agent I	19
23752	Liq Cont Sp Agent II	6
38571	Rev Tax Spec I	37
45313	Telecom Systems Tech 2	1

Protective Service

Position Code	Position Title	Number of Positions
17682	Guard 2	7
17683	Guard 3	1
17685	Guard Supervisor	3

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	23
14032	Executive Secretary 2	3
14033	Executive Secretary 3	6

State of Illinois
List of Established Job Titles by EEO Category
Revenue

Para-Professionals

Position Code	Position Title	Number of Positions
19691	Human Resources Assoc	5
24520	Lottery Telemarketng Rep	4
29993	Office Administrator 3	3
29994	Office Administrator 4	18
29995	Office Administrator 5	4
30025	Office Coordinator	27
30080	Office Specialist	6
34201	Private Secretary 1	2
34202	Private Secretary 2	2
38575	Rev Tax Spec Tr	20
43190	Student Intern	4
43200	Student Worker	4

Office / Clerical

Position Code	Position Title	Number of Positions
00112	Account Clerk II	7
08050	Clerical Trainee	3
11420	Data Processing Asst	2
27182	Microfilm Operator II	2
30010	Office Assistant	40
30015	Office Associate	51
30020	Office Clerk	19
34540	Procurement Rep	2
38203	Reproduc Serv Tech 1	1

Skilled Craft

Position Code	Position Title	Number of Positions
06650	Carpenter	1
13200	Electrician	1
38204	Reproduc Serv Tech 2	1
38205	Reproduc Serv Tech 3	1

Service / Maintenance

Position Code	Position Title	Number of Positions
23060	Laborer (Building)	1
24402	Lottery Commod Dist II	1
43051	Storekeeper I	5
43052	Storekeeper II	2
43060	Stores Clerk	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: State Police

Acting Director: Jonathan E. Monken **EEO/AA Officer:** Suzanne L. Y. Bond

Agency Workforce: 3,300 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/09 THROUGH 9/30/09)

Agency underutilization at the beginning of FY10 was 74 African Americans, 28 Hispanics, 63 Females, 17 Asians and 4 Native Americans. During this quarter there were no opportunities to address minority goals. For females, there were 4 opportunites and 4 or 100% addressed the goal. This agency is underutililized by 254 people with disabilities.

SECOND QUARTER (10/1/09 THROUGH 12/31/09)

As of 10/1/09, agency underutilization was 74 African Americans, 28 Hispanics, 59 Females, 17 Asians, and 4 Native Americans. During this quarter there were 2 opportunities, and 2 or 100% (1 African American and 1 Hispanic) addressed the goals. For females, there were 2 opportunities and 2 or 100% addressed the goal. This agency is underutililized by 241 people with disabilities.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/10, agency underutilization was 73 African Americans, 27 Hispanics, 57 Females, 17 Asians and 4 Native Americans. During this quarter there were 9 opportunities to address minority goals and, 2 or 22% (1 African American and 1 Hispanic) addressed the goals. For females, there was 1 opportunity, this opportunity did not address the goal. This agency is underutililized by 241 people with disabilities.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/10, agency underutilization was 72 African Americans, 26 Hispanics, 56 Females, 17 Asians and 4 Native Americans. During this quarter there was 1 opportunity which did not address the minority goals. For females, there were no opportunities to address the goal. This agency is underutililized by 241 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 74 African Americans, 28 Hispanics, 63 Females, 17 Asians and 4 Native Americans. During the year, there were 12 opportunities and 4 or 33% (2 African Americans and 2 Hispanics) addressed minority goals. For females, there were 7 opportunities and 7 or 100% addressed these goals. This agency is underutililized by 241 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Underutilization Summary by Region

Name of Agency: STATE POLICE (21) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1						16	3		9		6		2	2					1	1
2								1								2	1	2		
3													2			4		5		
4						1					2					3	1			
5											1		1				2	1		
6													2			3	2			
7	2	1				3	1		1	1		2	5	1		2		1		1
8								1			1					5		3		
9						1							3				3	8	1	1
10											1		1			3	3	4		
11								1				1	1			10	3	7	1	
Total	2	1	0	0	0	21	4	3	10	1	11	3	17	3	0	32	15	31	3	3

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1							1		1								1	2		
2						1	1													
3																				
4																				
5																				
6																				
7	1					3												4		
8																				
9						1														
10																				
11																				
Total	1	0	0	0	0	5	2	0	1	0	0	0	0	0	0	0	1	6	0	0

Total underutilization for African Americans: **72** Total underutilization for Hispanics: **26** Total underutilization for Females: **57**

Total underutilization for Asians: **17** Total underutilization for Native Americans: **4** **Total Underutilization:** **176**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
State Police

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	152
40070	Senior Public Serv Admin	79

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	6
00133	Accountant Advanced	3
00135	Accountant Supervisor	6
00501	Admin Assistant 1	73
00502	Administrative Asst 2	40
08860	Communications Sys Spec	1
10161	Crim Intelligence Anal 1	18
10162	Crim Intelligence Anal 2	23
10165	Crim Intellig Analy Spec	8
10231	Crim Justice Spec 1	1
10232	Crim Justice Spec 2	1
13851	Executive 1	43
13852	Executive 2	42
15891	Forensic Scientist 1	52
15892	Forensic Scientist 2	46
15893	Forensic Scientist 3	68
15897	Forensic Scientist Tr	26
15911	Forensic Science Admin 1	18
15912	Forensic Science Admin 2	42
17271	Geographic Info Sepc 1	3
17272	Geographic Info Spec 2	2
17325	Governmental Career Trn	1
17366	Graphic Arts Designer	1
19693	Human Resources Spec	1
21160	Information Serv Intern	3
21161	Inf Srvcs Specialist I	19
21162	Inf Srvcs Specialist II	29
21165	Inf Systems Analyst I	29
21166	Inf Systems Analyst II	36
21167	Inf Systems Analyst III	3
21731	Internal Security Inv 1	3
21732	Internal Security Inv 2	2
25541	Mgmt Operations Anal I	2
25542	Mgmt Operations Anal 2	2
25545	Mgt Oper Analyst Tr	1
27131	Meth & Proc Adv 1	2
27132	Meth & Proc Adv 2	2
33003	Polygraph Exam 3	9
35700	Pub Admin Intern	6

State of Illinois
List of Established Job Titles by EEO Category
State Police

Professionals

Position Code	Position Title	Number of Positions
37002	Public Info Officer 2	1
37003	Public Info Officer 3	1
41771	Staff Develop Spec I	1
41782	Staff Develop Tech II	1
42002	St Police Field Spec 2	8
42743	Stat Research Spec 3	1
45251	Technical Advisor 1	1
45252	Tech Adv 2	1
45308	Telecom Systems Analyst	1
45371	Terror Research Spec 1	1
45372	Terror Research Spec 2	1
45375	Terror Research Spec Trn	1

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	14
00116	Account Technician II	14
03502	Audio Visual Tech II	1
05170	Breath Alcohol Anal Tech	6
08831	Comm Equip Tech I	20
08832	Comm Equipment Tech 2	10
08833	Comm Equipment Tech 3	28
09980	Crime Scene Inv	1
11430	Data Processing Spec	6
11440	Data Processing Tech	6
11443	Data Processing Tech Trn	2
13340	Elec Equip Instal/Repair	1
15204	Fingerprint Technician	3
15208	Fingerprint Tech Supv	3
32086	Photographer 2	1
45305	Telecommunication Supv	21
45312	Telecom Systems Tech 1	1
46100	Truck Weighing Insp	21

Protective Service

Position Code	Position Title	Number of Positions
17682	Guard 2	2
17683	Guard 3	2
32977	Police Lieutenant	5
32981	Police Officer I	26
32982	Police Officer II	2
32983	Police Officer III	4

State of Illinois
List of Established Job Titles by EEO Category
State Police

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	21
14032	Executive Secretary 2	5
14033	Executive Secretary 3	5
27135	Meth & Proc Car Assoc 1	1
29993	Office Administrator 3	19
29994	Office Administrator 4	22
29995	Office Administrator 5	5
30025	Office Coordinator	59
30080	Office Specialist	22
33005	Polygraph Examininer Trn	1
41801	St Police Crime Inf Eval	4
41901	St Pol Evidence Tech 1	9
41902	St Pol Evidence Tech 2	26
43200	Student Worker	1

Office / Clerical

Position Code	Position Title	Number of Positions
00112	Account Clerk II	3
21686	Intermittent Clerk	4
27182	Microfilm Operator II	1
27183	Microfilm Operator III	1
30010	Office Assistant	32
30015	Office Associate	45
30020	Office Clerk	7
34791	Prop & Supply Clerk I	3
45325	Telecommunicator Trn	20
45326	Telecummunicator Spec	23
45327	Telecummunicator Ld Spec	22

Skilled Craft

Position Code	Position Title	Number of Positions
01233	App/Dry Goods Spec III	1
13200	Electrician	2
38205	Reproduc Serv Tech 3	1
42600	Stationary Engineer	2
42605	Stationary Eng-Asst Chf	2
42610	Stationary Eng-Chief	2

Service / Maintenance

Position Code	Position Title	Number of Positions
05598	Building/Grounds Laborer	6
05601	Building/Grounds Lead 1	4
05605	Building/Grounds Supv	1
05613	Bldg/Grounds Maint Wkr	9

State of Illinois
List of Established Job Titles by EEO Category
State Police

Service / Maintenance

Position Code	Position Title	Number of Positions
23080	Laborer (Maintenance)	1
25020	Maint Equip Operator	2
43051	Storekeeper I	7
43052	Storekeeper II	2
43053	Storekeeper III	2

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: State Police Merit Board

Executive Director: Robert P. Cooley **EEO/AA Officer:** Melinda G. Gutierrez

Agency Workforce: 6 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

*This agency was not required to calculate utilization because it has less than five employees in any of the EEO job categories. Any analysis conducted with a value of less than five would be considered unreliable. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Underutilization Summary by Region

Name of Agency: STATE POLICE MERIT BOARD (50-33) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0** Total underutilization for Hispanics: **0** Total underutilization for Females: **0**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **0**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
State Police Merit Boardd

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	1
40070	Senior Public Serv Admin	1

Professionals

Position Code	Position Title	Number of Positions
19693	Human Resources Spec	2
21160	Information Serv Intern	1
21165	Inf Systems Analyst I	1

Para-Professionals

Position Code	Position Title	Number of Positions
19691	Human Resources Assoc	1
43190	Student Intern	1
43200	Student Worker	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: State Retirement Systems

Acting Executive Secretary: Timothy B. Blair **EEO/AA Officer:** Becky Tobias

Agency Workforce: 87 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

This agency is at parity for all affirmative action groups.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Underutilization Summary by Region

Name of Agency: STATE RETIREMENT SYSTEMS (50-74) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0** Total underutilization for Hispanics: **0** Total underutilization for Females: **0**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **0**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
State Retirement Systems

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	14
40070	Senior Public Serv Admin	6

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	8
00133	Accountant Advanced	5
00501	Admin Assistant 1	1
00502	Administrative Asst 2	1
13851	Executive 1	3
13852	Executive 2	5
19692	Human Resources Rep	2
19693	Human Resources Spec	1
21161	Inf Srvcs Specialist I	2
21162	Inf Srvcs Specialist II	1
21165	Inf Systems Analyst I	3
21166	Inf Systems Analyst II	7
27133	Meth & Proc Adv III	1
38310	Ret Sys Disabil Spec	4

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	4
00116	Account Technician II	4
11430	Data Processing Spec	1
11440	Data Processing Tech	1
21562	Insurance Analyst II	2

Para-Professionals

Position Code	Position Title	Number of Positions
14032	Executive Secretary 2	1
29993	Office Administrator 3	1
29994	Office Administrator 4	2
30025	Office Coordinator	2
30080	Office Specialist	4
30961	Pen & Death Benft Tech 1	1
30962	Pen & Death Benft Tech 2	1

Office / Clerical

Position Code	Position Title	Number of Positions
00112	Account Clerk II	1
30010	Office Assistant	6
30015	Office Associate	8

State of Illinois
List of Established Job Titles by EEO Category
State Retirement Systems

Skilled Craft

Position Code	Position Title	Number of Positions
38201	Reproduc Serv Supvr 1	1
38204	Reproduc Serv Tech 2	1
38205	Reproduc Serv Tech 3	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Transportation

Secretary: Gary Hannig **EEO/AA Officer:** Elbert Simon

Agency Workforce: 5,340 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/09 THROUGH 9/30/09)

Agency underutilization at the beginning of FY10 was 98 African Americans, 76 Hispanics, 1,012 Females and 33 Asians. During this quarter there were 12 opportunities and 4 or 33% (1 African American and 3 Hispanics) addressed minority goals. For Females, there were 55 opportunities and 22 or 40% addressed this goal. This agency is underutililized by 414 people with disabilities.

SECOND QUARTER (10/1/09 THROUGH 12/31/09)

As of 10/1/09, agency underutilization was 94 African Americans, 73 Hispanics, 992 Females and 33 Asians. During this quarter there were 37 opportunities and 16 or 43% (12 African Americans and 4 Hispanics) addressed minority goals. For Females, there were 11 opportunities and 5 or 45% addressed these goals. This agency is underutililized by 414 people with disabilities.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/10, agency underutilization was 82 African Americans, 69 Hispanics, 987 Females and 33 Asians. During this quarter there were 25 opportunities and 7 or 28% (2 African Americans and 5 Hispanics) addressed minority goals. For Females, there were 21 opportunities and 14 or 48% addressed this goal. This agency is underutililized by 409 people with disabilities.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/10, agency underutilization was 80 African Americans, 64 Hispanics, 973 Females and 33 Asians. During this quarter there were 14 opportunities and 8 or 57% (3 African Americans and 5 Hispanics) addressed minority goals. For females, there 29 opportunities and 14 or 48% addressed this goal. This agency is underutililized by 406 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 98 African Americans, 76 Hispanics, 1,012 Females and 33 Asians. During the year, there were 88 opportunities and 35 or 40% (17 African Americans and 18 Hispanics) addressed minority goals. For females, there were 106 opportunities and 53 or 50% addressed this goal. This agency is underutililized by 406 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Underutilization Summary by Region

Name of Agency: TRANSPORTATION (23) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1	5		17					13					27							
2	1		9			3		13	1		3		17							
3			7					13					7							
4																				
5	1		9			4		10			4	1	19							
6			9	2				3	4			1	14	2						
7			3									2	43							
8																				
9			1					15				1	16							
10			4					13			1		10							
11								8					9							
Total	7	0	59	2	0	7	0	88	5	0	8	5	162	2	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1												4	6	1			24	170	15	
2	1															7	8	50	1	
3																	4	49	1	
4																				
5	1															8	3	49	1	
6																8	1	41	3	
7		1														5	3	63	1	
8																				
9																22	3	81	1	
10																2	1	51		
11																2	2	45		
Total	2	1	0	0	0	0	0	0	0	0	0	4	6	1	0	54	49	599	23	0

Total underutilization for African Americans: **78** Total underutilization for Hispanics: **59** Total underutilization for Females: **914**

Total underutilization for Asians: **33** Total underutilization for Native Americans: **0** **Total Underutilization:** **1,084**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Transportation

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	12
40070	Senior Public Serv Admin	2

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	20
00133	Accountant Advanced	12
00135	Accountant Supervisor	2
00501	Admin Assistant 1	12
00502	Administrative Asst 2	3
00956	Aircraft Pilot 2	1
00957	Aircraft Pilot 2-Dual Rt	1
13851	Executive 1	1
13852	Executive 2	3
15640	Flight Safety Coord	1
19692	Human Resources Rep	1
21162	Inf Srvcs Specialist II	2
21165	Inf Systems Analyst I	3
21721	Internal Auditor 1	1
21726	Internal Auditor Trn	1

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	10
00116	Account Technician II	4
00951	Aircraft Dispatcher	1
00952	Aircraft Lead Dispatcher	1
00955	Aircraft Pilot 1	1
11440	Data Processing Tech	1
18525	Hwy Construction Supv I	3
18526	Highway Const Supv 2	2
27176	Micro Lab Technician II	1
32092	Photographic Technicn 2	1
32093	Photographic Technicn 3	1
38910	Safety Respons Analyst	2
47570	Vehicle Compliance Insp	7

Para-Professionals

Position Code	Position Title	Number of Positions
14031	Executive Secretary 1	96
14032	Executive Secretary 2	28
14033	Executive Secretary 3	21
19691	Human Resources Assoc	9
29993	Office Administrator 3	7

State of Illinois
List of Established Job Titles by EEO Category
Transportation

Para-Professionals

Position Code	Position Title	Number of Positions
29994	Office Administrator 4	5
29995	Office Administrator 5	1
30025	Office Coordinator	61
30080	Office Specialist	7

Office / Clerical

Position Code	Position Title	Number of Positions
00112	Account Clerk II	4
08050	Clerical Trainee	1
08815	Comm Dispatcher	2
27181	Microfilm Operator I	1
29992	Office Administrator 2	1
30010	Office Assistant	27
30015	Office Associate	19
30020	Office Clerk	2
30075	Office Occuptions Tr	56
34792	Prop & Supply Clerk II	1
38203	Reproduc Serv Tech 1	1
38915	Saf Respon Analyst Supv	1
44411	Switchboard Operator 1	4
47585	Vehicle Permit Evaluator	2

Skilled Craft

Position Code	Position Title	Number of Positions
03700	Automotive Mechanic	18
03749	Automotive Shop Supv	1
05310	Bridge Mechanic	2
06650	Carpenter	1
18465	Heavy Const Equip Opr	19
21500	Instrument Designer	1
33360	Power Shovel Opr (Maint)	2
38201	Reproduc Serv Supvr 1	1
38204	Reproduc Serv Tech 2	2
38205	Reproduc Serv Tech 3	1
40960	Sign Painter	1
41000	Sign Shop Foreman	1
42600	Stationary Engineer	1

Service / Maintenance

Position Code	Position Title	Number of Positions
05320	Bridge Tender	3
11500	Deck Hand	2
14801	Ferry Operator I	2
14802	Ferry Operator II	2

State of Illinois
List of Established Job Titles by EEO Category
Transportation

Service / Maintenance

Position Code	Position Title	Number of Positions
18639	Highway Maintainer	204
18659	Highway Maint Lead Wkr	248
23080	Laborer (Maintenance)	9
25500	Maintenance Worker	6
40900	Sign Hanger	2
40910	Sign Hanger Foreman	2
40970	Sign Painter Helper	1
41020	Silk Screen Operator	9
43051	Storekeeper I	19
43052	Storekeeper II	11
43053	Storekeeper III	1

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Veterans' Affairs

Director: Dan Grant **EEO/AA Officer:** Jimmie Miller

Agency Workforce: 1,177 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/09 THROUGH 9/30/09)

At the beginning of the year, agency underutilization was 7 African Americans, 5 Hispanics and 3 Females. During this quarter there were 4 opportunities and 4 or 100% (4 African Americans) addressed these goals . For Females, there were no opportunities to address this goal. This agency is underutililized by 44 people with disabilities.

SECOND QUARTER (10/1/09 THROUGH 12/31/09)

As of 10/1/09, agency underutilization was 3 African Americans, 5 Hispanics and 3 Females. During this quarter there were 2 opportunities to address minority goals and none addressed the minority goals. For Females, there were no opportunities to address this goal. This agency is underutililized by 43 people with disabilities.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/10, agency underutilization was 3 African Americans, 5 Hispanics and 3 Females. During this quarter there were no opportunities to address minority and female goals. This agency is underutililized by 43 people with disabilities.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/10, agency underutilization was 3 African Americans, 5 Hispanics and 3 Females. During this quarter there were no opportunities to address minority and female goals. This agency is underutililized by 43 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 7 African Americans, 5 Hispanics and 3 Females. During the year, there were 6 opportunities and 4 or 67% (4 African Americans) addressed minority goals. For females, there were no opportunities. This agency is underutililized by 43 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*****During the fiscal year there were no opportunities to address female goals.

Underutilization Summary by Region

Name of Agency: VETERANS' AFFAIRS (34) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1			1																	
2																				
3																				
4																				
5																				
6																				
7																				
8							1					1								
9																				
10													2							
11						1														
Total	0	0	1	0	0	1	1	0	0	0	0	1	2	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8		1															1			
9																				
10																				
11	2	1																		
Total	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0

Total underutilization for African Americans: **3** Total underutilization for Hispanics: **5** Total underutilization for Females: **3**

Total underutilization for Asians: **0** Total underutilization for Native Americans: **0** **Total Underutilization:** **11**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Veterans Affairs

Officals / Administrators

Position Code	Position Title	Number of Positions
26401	Medical Adm 1 Opt D	2
37015	Public Service Adm	52
40070	Senior Public Serv Admin	18

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	2
00133	Accountant Advanced	3
00135	Accountant Supervisor	4
00157	Activity Therapist	4
00163	Activity Therapist Supv	1
00501	Admin Assistant 1	6
00502	Administrative Asst 2	3
05810	Business Admin Spec	1
05815	Business Manager	5
06901	Chaplain 1	2
12501	Dietary Manager I	3
12502	Dietary Manager II	3
12510	Dietitian	1
13851	Executive 1	3
13852	Executive 2	8
18041	Health Information Adm	4
19692	Human Resources Rep	4
19693	Human Resources Spec	6
21160	Information Serv Intern	1
21161	Inf Srvcs Specialist I	1
21162	Inf Srvcs Specialist II	2
21165	Inf Systems Analyst I	5
21166	Inf Systems Analyst II	1
23430	Library Associate	3
32010	Pharmacy Services Coord	2
32153	Physical Ther Prog Coord	1
32200	Physician	2
32221	Physician Spec Opt A	1
32222	Physician Spec Opt B	2
35700	Pub Admin Intern	1
38131	Registered Nurse 1	14
38132	Registered Nurse 2	29
38135	Regis Nurse-Adv Practice	1
38145	Rehabilitation Counselor	1
38199	Reimbursement Officer 1	6
38200	Reimbursement Officer 2	1
41311	Soc Serv Pro Planner I	4
41312	Soc Serv Pro Planner II	3

State of Illinois
List of Established Job Titles by EEO Category
Veterans Affairs

Professionals

Position Code	Position Title	Number of Positions
41313	Soc Serv Pro Planner 3	1
41412	Social Worker 2	3
41413	Social Worker 3	1
41787	Staff Pharmacist	2
47683	Vet Educational Spec III	2
48481	Vol Services Coord I	1

Technicians

Position Code	Position Title	Number of Positions
00115	Account Technician I	2
00116	Account Technician II	10
00118	Account Technician Tr	2
00151	Activity Program Aide I	1
00152	Activity Program Aide II	4
02424	Asst Reimburse Officer	1
21259	Inhalation Therapist	2
21260	Inhalation Therapy Supv	2
23551	Licensed Prac Nurse I	12
23552	Licensed Prac Nurse II	16
32007	Pharmacist Lead Tech	2
32008	Pharmacist Technician	2
37007	Public Safety Inspector	1
37507	Radio Tech Prog Coord	2
47800	Vet Serv Officer	54

Protective Service

Position Code	Position Title	Number of Positions
39870	Security Officer	6
39875	Security Officer Chief	2
39877	Security Officer Sgt	4

Para-Professionals

Position Code	Position Title	Number of Positions
00600	Admin Services Wkr Tr	1
14031	Executive Secretary 1	1
14032	Executive Secretary 2	2
14033	Executive Secretary 3	1
19690	Human Resources Asst	5
19691	Human Resources Assoc	5
29993	Office Administrator 3	1
29994	Office Administrator 4	1
30025	Office Coordinator	3
30080	Office Specialist	2
32192	Physical Ther Aide II	3

State of Illinois
List of Established Job Titles by EEO Category
Veterans Affairs

Para-Professionals

Position Code	Position Title	Number of Positions
32193	Physical Ther Aide III	4
38156	Rehab Counselor Aide II	3
41281	Social Service Aide I	2
41282	Social Service Aide II	2
41285	Social Service Aide Tr	1
43200	Student Worker	4
47750	Vet Nurs Asst-Certified	14

Office / Clerical

Position Code	Position Title	Number of Positions
00111	Account Clerk I	1
00112	Account Clerk II	4
11425	Data Processing Oper	1
18045	Health Information Assoc	2
30010	Office Assistant	14
30015	Office Associate	21
34793	Prop & Supply Clerk III	3
38203	Reproduc Serv Tech 1	1
44411	Switchboard Operator 1	6
44412	Switchboard Operator 2	1

Skilled Craft

Position Code	Position Title	Number of Positions
01233	App/Dry Goods Spec III	1
04250	Barber	2
06650	Carpenter	1
13200	Electrician	1
30800	Painter	2
32900	Plumber	1
38201	Reproduc Serv Supvr 1	1
38205	Reproduc Serv Tech 3	1
42600	Stationary Engineer	2
42605	Stationary Eng-Asst Chf	1
42610	Stationary Eng-Chief	2
42800	Steamfitter	1

Service / Maintenance

Position Code	Position Title	Number of Positions
05601	Building/Grounds Lead 1	1
05613	Bldg/Grounds Maint Wkr	6
09601	Cook I	4
09602	Cook II	5
23191	Laundry Manager I	1
25020	Maint Equip Operator	4

State of Illinois
List of Established Job Titles by EEO Category
Veterans Affairs

Service / Maintenance

Position Code	Position Title	Number of Positions
25510	Maint Worker Power Plant	2
42650	Stationary Fireman	1
43051	Storekeeper I	6
43052	Storekeeper II	3
43053	Storekeeper III	2
43060	Stores Clerk	2
44221	Support Service Coord 1	6
44225	Support Service Lead	4
44238	Support Service Wkr	18

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Workers' Compensation Commission

Chairman: Mitch Weisz **EEO/AA Officer:** Alma Maxey

Agency Workforce: 176 **Fiscal Year:** 2010

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/09 THROUGH 9/30/09)

Agency underutilization at the beginning of FY10 was 6 Females and 1 Asian. During this quarter there was 1 opportunity that did not address the minority goal. For females, there were no opportunities to address this goal. This agency is underutililized by 1 person with a disability.

SECOND QUARTER (10/1/09 THROUGH 12/31/09)

As of 10/1/09, agency underutlization was 6 Females and 1 Asian. During this quarter there was 1 opportunity that did not address the minority goal. For females, there were no opportunities to address this goal. This agency is at parity for people with disabilities.

THIRD QUARTER (1/1/10 THROUGH 3/31/10)

As of 1/1/10, agency underutilization was 6 Females and 1 Asian. During this quarter there was 1 opportunity that did not address the minority goal. For females, there were no opportunities to address this goal.

FOURTH QUARTER (4/1/10 THROUGH 6/30/10)

As of 4/1/10, agency underutilization was 6 Females and 1 Asian. During this quarter there were no opportunities to address the minority goal. For females, there were 3 opportunities and 1 or 33% addressed this goal. This agency is at parity for people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY10 was 6 Females and 1 Asian. During the year, there were 3 opportunities that did not address the minority goal. For females, there were 3 opportunities and 1 or 33% address this goal. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Employees attended Violence in the Workplace training that was provided by the State Police.

*There were too few opportunities to address the minority and female goals.

Underutilization Summary by Region

Name of Agency: WORKERS' COMPENSATION COMMISSION (50-37) **Report Date:** End of fourth quarter FY10

Region	Officials and Managers					Professionals					Technicians					Protective Service Workers				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1								5												
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0

Region	Para-Professionals					Office and Clerical					Skilled Craft Workers					Service-Maintenance				
	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA	AA	H	F	A	NA
1									1											
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
Total	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0

Total underutilization for African Americans: **0** Total underutilization for Hispanics: **0** Total underutilization for Females: **5**

Total underutilization for Asians: **1** Total underutilization for Native Americans: **0** **Total Underutilization:** **6**

Note: If no calculations are necessary in any region where the agency does not have a facility or because there are less than five employees in the EEO category in that region, leave that box blank.

AA = African American H = Hispanic F = Female A = Asian NA = Native American

DHR 11-AAP (Rev 12-03)

State of Illinois
List of Established Job Titles by EEO Category
Workers Compensation Comm

Officals / Administrators

Position Code	Position Title	Number of Positions
37015	Public Service Adm	16
40070	Senior Public Serv Admin	21

Professionals

Position Code	Position Title	Number of Positions
00130	Accountant	1
00133	Accountant Advanced	1
00135	Accountant Supervisor	1
00501	Admin Assistant 1	13
00502	Administrative Asst 2	6
01401	Arbitrator	18
13851	Executive 1	3
13852	Executive 2	2
21161	Inf Srvcs Specialist I	1
21162	Inf Srvcs Specialist II	1
21165	Inf Systems Analyst I	2
21166	Inf Systems Analyst II	2
21601	Ins Co Claims Examiner 1	1
23372	Liab Claims Adjuster 2	1
25541	Mgmt Operations Anal I	1
30860	Paralegal Assistant	1
35700	Pub Admin Intern	3
42743	Stat Research Spec 3	1
45252	Tech Adv 2	1
45253	Tech Adv 3	6
49640	Worker Comp Ins Comp Inv	7

Technicians

Position Code	Position Title	Number of Positions
00116	Account Technician II	1
11415	Data Proc Admin Spec	1
11430	Data Processing Spec	1

Para-Professionals

Position Code	Position Title	Number of Positions
19691	Human Resources Assoc	2
29993	Office Administrator 3	2
29994	Office Administrator 4	2
30025	Office Coordinator	7
34202	Private Secretary 2	1
43190	Student Intern	1
43200	Student Worker	2

State of Illinois
List of Established Job Titles by EEO Category
Workers Compensation Comm

Office / Clerical

Position Code	Position Title	Number of Positions
00111	Account Clerk I	1
09900	Court Reporter	10
09903	Court Reporter Supv	1
11420	Data Processing Asst	1
21080	Ind Commission Reporter	1
21095	Industrial Commis Tech	6
30010	Office Assistant	2
30015	Office Associate	2
30020	Office Clerk	2

Service / Maintenance

Position Code	Position Title	Number of Positions
43053	Storekeeper III	1
43060	Stores Clerk	2