State of Illinois
Illinois Department of Central Management Services

STATE OF ILLINOIS
2012

African American Employment Plan

Respectfully submitted to the Illinois General Assembly
February 1, 2012, by Central Management Services and the
African American Employment Plan Advisory Council

APPENDICES

Appendix 1

HIRING MONITOR

Section 1 (To be completed by designated agency personnel)

Name of Agency: _____ IDHR Region: _____

Facility / Unit: _____ Candidate's Name: _____

Title of Job to be filed: _____ Pay Grade: _____

Number to be filled: _____ Position Number: _____

EEO Job Category: _____ Employment Date: _____

1. Is the 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 2 (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)]

DHR-19 (Rev. 11-06)

PROMOTION MONITOR

Section 1 (To be completed by designated agency personnel)

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

1. Is the 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 2 (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

February 1, 2012

Agency Director
Agency Name
Street Address
City, IL Zip Code

Dear (Agency Director)

Enclosed please find a copy of the 2012 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.

I am a firm believer 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 by placing emphasis on recruiting, hiring, training, retention and promotion of African Americans.

Please 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 the objectives outlined in the African American Employment Plan and better serve the citizenry of our great state. If you have any questions or need additional information, please don't hesitate to contact Israel Salazar at 217/524-8773 or Israel.Salazar@illinois.gov or Cory Foster at 312/814-2364 or Cory.Foster@illinois.gov.
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Sincerely,

Malcolm E. Weems
Acting Director

Attachment

Appendix 3

Received by CMS 2011 NOV -2 A 7:52

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

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

Agency: Illinois Department on Aging

Name of Individual Completing Survey: Sara Han

Individual's Working Title: Human Resources Administrator

Individual's Phone Number: 217-785-3347

Individual's Mailing Address: One Natural Resources Way, Suite 100, Springfield, IL 62702

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

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

___4___ Officials and Managers

___13___ 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, 2011, provide the number of funded positions within each of the following EEOC categories:

___38___ Officials and Managers

___92___ Professionals

___8___ Technicians

___0___ Protective Service Workers

___0___ Para-Professionals

__12___ Office and Clerical

___0___ Skilled Craft Workers

___0___ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

150

4. As of June 30, 2011, 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'12 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 11 budget allocation for these programs:
There is no specific budget allocation for the AAEPs.

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):
   The agency will continue to utilize the CMS positing system, career fairs, and 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 its AAP goals in FY '11.

9. Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.
In FY'11, two staff separated from the Chicago office (one staff retired and the other transferred to another agency). Within the same fiscal year, IDoA hired one staff within the Executive Office.

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

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Illinois Department on Aging

ADDRESS: One Natural Resources Way, Suite 100, Springfield, IL 62702

TELEPHONE NUMBER: 217-785-3347

AGENCY DIRECTOR: John Holton, Ph.D.

EEO OFFICER: Sara Han

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director Date 11/1/11

EEO Officer Date 11/1/11

Illinois Department on Aging

John K. Holton, Ph.D., Director
One Natural Resources Way, Suite 100, Springfield, Illinois 62702-1271
Phone: 217-785-3356, Fax: 217-785-4477, Web: www.state.il.us/aging

MEMORANDUM:

TO: Cory L. Foster, Acting Division Manager
Central Management Services
Bureau of Personnel - Division of Statewide Services

FROM: Sara Han, Human Resources Administrator
Illinois Department on Aging

RE: State African American Employment Survey 2012

DATE: November 1, 2011

Attached, please find the completed 2012 State African American Employment Survey for the Department on Aging. If you have any questions or concerns, please direct them to me at 217-785-3347 or via email at sara.han@illinois.gov. Thank you.

Cc: IDHR, Chief Legal Counsel
John Holton, Ph.D.
HR File

The Illinois Department on Aging does not discriminate in admission to programs or treatment of employment in programs or activities in compliance with appropriate State and Federal statutes. If you feel you have been discriminated against, call the Senior HelpLine at 1-800-252-8966; 1-888-206-1327 (TTY

Received by CMS on _____
2011 OCT 27 A 11:42

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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Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

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

Agency: **Illinois 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 Ave, Springfield, IL 62702**

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

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

_____ Officials and Managers

1 Professionals

7 Technicians

_____ Protective Service Workers

3 Para-Professionals

1 Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

58 Officials and Managers

131 Professionals

153 Technicians

6 Protective Service Workers

22 Para-Professionals

26 Office and Clerical

17 Skilled Craft Workers

14 Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

427

4. As of June 30, 2011, provide the underutilization for African Americans by category:

2 Officials and Managers

7 Professionals

4 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 11 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:

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

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.

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.

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. 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 on the Affirmative Action Plan.

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

Yes, we had one (1) discharge, one (1) retirement, and one (1) separate for personal reasons.

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

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

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY:	**Illinois Department of Agriculture**
ADDRESS:	**801 E. Sangamon Ave, Springfield, IL 62702**
TELEPHONE NUMBER:	**217-785-5099**
AGENCY DIRECTOR:	**James Larkin**
EEO OFFICER:	**Brent Eggleston**

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

James Larkin — 10-26-11

Director — Date

B E — 10/26/11

EEO Officer — Date

Received by CMS on 2011 OCT -6 A 10:49

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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: **100 West Randolph #10-500, Chicago, IL 60601**

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

1. As of June 30, 2011, 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, 2011, provide the number of funded positions within each of the following EEOC categories:

___5___ Officials and Managers

___9___ Professionals

_____ Technicians

_____ Protective Service Workers

___1___ Para-Professionals

__ 1___ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

16 Full-time and 2 Part-time employees

4. As of June 30, 2011, 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 11 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?

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 African American Employment Plan. In addition, by receiving memo's from the Executive Director, the Dept. of Bureau of Personnel and the Division of Statewide Services including the Dept. 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):

Keeps in contact with Employment Security, CMS Diversity Enrichment Program and the Dept. of Human Rights when vacancy occurs.

Has contacted Universities if and when we are able to hire a Student Intern.

Has contacted CMS Examining and Testing for candidates when a position is vacant.

Reviewing EEO/AA Plan along with the EEO/AA quarterly reports.

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 has offered staff and scheduled outside training to enhance their technological skills. The IAC has encouraged employees to take advantage of the Upward Mobility Program. Emails and announcements are forwarded to staff if they are interested in attending any other training offered by the State.

b) 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 Dept. of CMS Personnel Transactions along with the paperwork required when a position has been filled. The Dept. of CMS Personnel will not accept paperwork 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 Department of DHR and the Dept. of CMS indicate agencies to complete the mandatory Hiring and Promotional monitors when completing the paperwork to Dept. of 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:

   The agency monitors by submitting Quarterly reports to the Department of Human Rights Liaison Unit.

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

   NO

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

    The agency needs a headcount increase and an increase in our overall budget which has been drastically cut by 63% over the last three years. This drop has greatly affected the grants our agency provides to the African American community and for African American Individuals that apply to our agency.

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: **Illinois Arts Council**

ADDRESS: **100 West Randolph #10-500, Chicago IL 60601**

TELEPHONE NUMBER: **312-814-8250**

AGENCY DIRECTOR: **Terry A. Scrogum**

EEO OFFICER: **Romie Munoz**

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director Date: **10/3/11**

EEO Officer Date **10/3/11**

2011 OCT 18 A 8:16

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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RETURN TO:
Department of Central Management Services
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Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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: Heather Humphrey

Individual's Working Title: Personnel Administrator

Individual's Phone Number: 217-782-7222

Individual's Mailing Address: 401 S. Spring St., 3rd Fl. Stratton Office Building, Springfield, Il 62706

Individual's Email Address: heather.humphrey@illinois.gov

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

2 Officials and Managers

7 Professionals

_____ Technicians

_____ Protective Service Workers

3 Para-Professionals

2 Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

14 Officials and Managers

70 Professionals

1 Technicians

_____ Protective Service Workers

30 Para-Professionals

3 Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's: 118

4. As of June 30, 2011, 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 11 budget allocation for these programs:

CBD does not have a specific 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?

The Personnel Unit advises management/Senior Staff of the underutilization status of the agency quarterly and during the hiring process. Management receives a copy of the Affirmative Action Plan and 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):

CDB will continue to utilize various minority outreach programs, when appropriate, in order to reach 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:

CDB allocates funds 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:

A Hiring/Promotion Monitor is completed by the Personnel Administrator when an applicable employment transaction occurs.

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:

CDB is constrained by budget issues, the AFSCME contract and Personnel Code when hiring employees. That being said, the agency is committed to using all available resources to recruit and hire minority candidates.

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

In FY 11, CDB hired one African American in the Official/Manager category.

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

Within the parameters of the AFSCME contract and Personnel Code, CDB is committed to recruiting and hiring qualified African American applicants for any vacancies that occur in our agency.

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Capital Development Board

ADDRESS: 401 S. Spring St., 3rd Fl. Stratton Office Building, Springfield, Il 62706

TELEPHONE NUMBER: 217-782-2864

AGENCY DIRECTOR: James Underwood

EEO OFFICER: Heather Humphrey

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director Date 10/7/11

Heather Humphrey
EEO Officer Date 10/6/11

Received by CMS on 2011 NOV -1 A 7:43

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 Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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, 2011, provide the number of African Americans employed within each of the following EEOC categories:

__28__ Officials and Managers

__53__ Professionals

__11__ Technicians

__1__ Protective Service Workers

__12__ Para-Professionals

__4__ Office and Clerical

__8__ Skilled Craft Workers

__22__ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

__491__ Officials and Managers

__619__ Professionals

__126__ Technicians

__7__ Protective Service Workers

__83__ Para-Professionals

__52__ Office and Clerical

__237__ Skilled Craft Workers

__151__ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

__1,386__

4. As of June 30, 2011, provide the underutilization for African Americans by category:

_____ Officials and Managers

__3__ 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 11 budget allocation for these programs:

All costs are paid via the Diversity Enrichment Program. For FY 2011, CMS spent $3000.00.

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 the Shared Services Center, making them aware of the areas in which an underutilization exists. CMS' legal department is engaged with legal counsel from the Governor's Office and the Department of Human Rights to determine the permissible scope of expanded efforts to increase diversity.

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):

CMS regularly attends job fairs where we recruit candidates for employment. Additionally, the EEO/AA Officer sends the quarterly

Underutilization Summary by Region to Division/Bureau Chiefs, as well as the Shared Services Center, advising them of the areas in which underutilizations exist.

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. Additionally, employees are able to use the Illinois Statewide Training Clearinghouse to take courses that would enhance their skills making them better candidates for promotions and/or for their own self-development.

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 RUTAN exempt hires and promotions. The EEO/AA Officer will not concur with a hire/promotion without the promotion or eligibility list, when one exists. Discussions with Shared Services occur as needed when there are questions about a hire or 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:
CMS continues to be cognizant of its African American underutilizations. We are still working to reduce it. At the end of FY 2010 we had an underutilization of 5. At the end of FY 2011, we had an underutilization of 4.

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

At the end of FY 2010, we had an underutilization of 5 African Americans. At the end of FY 2011, we had an underutilization of 4 African Americans. We are working toward being at parity by the end of FY 2012.

10. 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 other African American interest groups, as they occur. We will begin to focus on organizations such as fraternities and sororities as they are untapped resources. Additionally, CMS continues to evaluate vacancies as they occur for opportunities to increase diversity. As mentioned above, we are actively evaluating all legal means for expanding our efforts to decrease underutilization.

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Central Management Services

ADDRESS: 401 S. Spring St., Suite 715, Springfield, IL 62706

TELEPHONE NUMBER: (217) 782-2141

AGENCY DIRECTOR: Malcolm Weems (Acting)

EEO OFFICER: Fred V. Stewart, II

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

_____ Date _____
Director

_____ Date _____
EEO Officer

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY
CERTIFICATION

NAME OF AGENCY: Central Management Services

ADDRESS: 401 S. Spring St., Suite 715, Springfield, IL 62706

TELEPHONE NUMBER: (217) 782-2141

AGENCY DIRECTOR: Malcolm Weems (Acting)

EEO OFFICER: Fred V. Stewart, II

This is to certify that the attached document represents the African American Employment Plan survey of this agency.

30

Director Date 10-31-2011

EEO Officer Date 10/31/2011

Received by CMS on 2011 NOV -1 P 3:18

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

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

Agency: Department of Children and Family Services

Name of Individual Completing Survey: Rochelle Crump

Individual's Working Title: Chief, Office of African American Services

Individual's Phone Number: (312) 808-5268

Individual's Mailing Address: 1911-21 S. Indiana Room 404 Chicago, IL 60616

Individual's Email Address: Rochelle.Crump2@illinois.gov

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

232 Officials and Managers

742 Professionals

12 Technicians

0 Protective Service Workers

66 Para-Professionals

118 Office and Clerical

0 Skilled Craft Workers

7 Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

613 Officials and Managers

1866 Professionals

31 Technicians

0 Protective Service Workers

127 Para-Professionals

249 Office and Clerical

3 Skilled Craft Workers

1 Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

2900

4. As of June 30, 2011, provide the underutilization for African Americans by category:

5
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 11 budget allocation for these programs:

DCFS does not have a separate budget allocation for African American Employment programs. All African American Employment programs that the agency participates in are funded via the Director's office budget or the training office 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?

The Office of Affirmative Action (OAA) hosts quarterly diversity meetings in Chicago and Springfield via video conferences. These meetings include the Deputy Director - Human Resources, the Deputy Director - Affirmative Action, the Selection & Recruitment manager, a representative from the Communications Office, the Chief - Office of African American Services, the Chief - Office of Latino Services, and a representative from the Asian Advisory Council. The

Diversity Committee looks at underutilization, recruitment, retention, and analyzes strategies to ensure improvement with respect to our diversity. The Committee is looking to invite representatives from other Divisions this year.

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

a) Affirmative Action staff participates on statewide committees that explore strategies to improve and increase employment and promotional opportunities for African Americans.

The Office of Affirmative Action participates in various community events and fairs and has opportunities to distribute agency diversity recruitment packages to community partners. OES annually participates in recruitment activities statewide. In 2011OES received 103 employment applications from African American (voluntarily disclosed) potential candidates and participated in 3 job fairs.

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 training division offers learning collaborative initiatives and cultural sensitivity and cultural competency training to all staff for self development. The African American Advisory Council and the Office of African American Services collaborate with the agency's training division to host an annual conference. The conference offers an opportunity for audience dialogue to reinforce the value of workforce diversity through promotion of agency and social issues. Conference agendas, guests, keynote speakers and workshops addresses the needs of African American staff self development and African American public interest.

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

Division deputies, mangers, supervisors and OES staff are provided with a quarterly underutilization report to ensure they are aware of regional underutilization. The deputy director/EEO Officer reviews each hiring and promotion monitor to ensure compliance with the agency's set goals prior to hiring.

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

No recommendations were received for FY 2011.

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 Fiscal Year 2011: 16 African Americans were hired and 4 promoted.

Official/Managers	0 hires 6 promotions
Professionals	12 New Hires 0 Promotions
Technicians	0
Protective Service	0
Para-professionals	0
Office – Clerical	4 new hire 0 promotions
Skilled Craft	0
Service Maintenance	0

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

There was an increase in hiring.
During FY 2010: 5 African Americans were hired and 4 promoted.

Official/Managers	5 hires 4 promotions
Professionals	7 New Hires 3 Promotions
Technicians	0
Protective Service	0
Para-professionals	0
Office – Clerical	0
Skilled Craft	0
Service Maintenance	0

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

- Enhance partnerships with OES and the Illinois Department of Employment Security to participate in Job Fair events statewide to attract qualified diverse candidates.
- AAAC will enhance partnerships with statewide universities and local chapters of the Black Social Workers Association to implement workshops for aspiring graduate students especially during Black History Month events.
- The Office of African American Services (OAAS) Chief, participates on the following agency and community councils that have sub-committee emphasis on African American education; IL African American Family Commission, 7th Congressional district Child Welfare and Veterans Task Force, Englewood Community Cultural Committee (ECCC), 9 Cook regional Action Teams and the Cook and Central Region Transformation Teams. The participation on these committees allows dialogue focusrf on employment diversity in the child welfare system and enhancing

opportunities for high school and college students to develop an interest in social work as an educational goal

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Department of Children and Family Services

ADDRESS: 100 West Randolph St., Ste 6-600

TELEPHONE NUMBER: 312-814-6800

AGENCY DIRECTOR: D. Jean Ortega Piron

EEO OFFICER: Debra Dyer

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

B. Jean Ortega-Pinon Date 11·1·11
Director

Deker Dyer Date 11·1·11
EEO Officer

Received by CMS 2011 OCT 27 P 2:33

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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 West Monroe, Suite 306, Spfld, IL 62704

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

1. As of June 30, 2011, 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, 2011, 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, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

4

4. As of June 30, 2011, 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 11 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?

See Attachment

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 The CSC utilized utilized the Hiring Monitor Form when the CSC hired its first new employee since 2005. One employee retired in FY10. The new employee was hired in FY 2011.

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

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

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

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.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Civil Service Commission

ADDRESS: 400 W. Monroe Suite 306 Spfld, IL 62704

TELEPHONE NUMBER: 217 782-7373

AGENCY DIRECTOR: Daniel Stralka

EEO OFFICER: Andrew Barris

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director Date 10/26/11

EEO Officer Date 10/26/11

2011 OCT 31 P 12:12

Received by CMS on _____

State African American Employment Plan
Survey 2012

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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, 2011, provide the number of African Americans employed within each of the following EEOC categories:

__15___ Officials and Managers

__32___ Professionals

___0___ Technicians

__N/A__ Protective Service Workers

___6___ Para-Professionals

___2___ Office and Clerical

___0___ Skilled Craft Workers

___0___ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

___47__ Officials and Managers

___63__ Professionals

____1__ Technicians

__N/A_ Protective Service Workers

____2__ Para-Professionals

____4__ Office and Clerical

____0__ Skilled Craft Workers

____1__ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

As of 06/30/11 DCEO had 428.0 employees, including the Director and Assistant Director and 12 leaves of absence.

4. As of June 30, 2011, provide the underutilization for African Americans by category:

___0___ Officials and Managers

___1___ Professional

___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 11 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 Deputy Director of Human Resources and their staff as well as the respective hiring authority reminding them of their EO/AA, Executive Order #15 (1999) and State African-American Employment Plan 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 State African-American Employment Plan; and

DCEO's Deputy Director of Equal Opportunity Monitoring and Compliance 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 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 managerial and professional level positions within the Department and monitors Agency goals through frequent inquiry and discussion with the Deputy Director of Human Resources and the Deputy Director of EOMC.

The Deputy Director, DCEO Office of Equal Opportunity Monitoring & Compliance (EOMC) and the Agency-wide EO Compliance/Education & Training Manager maintain excellent business relations with internal and external recruitment sources such as: local area 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 CMS/Bureau of Personnel/Division of Statewide Services; Representatives from the CMS Chicago Office of 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; State agency EEO Managers; Manager of the CMS Veterans Outreach Program; the Illinois Federation of Business and Professional Women; Blacks in Government; the Interim 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]; the EO & Disability Liaison of the Illinois Department 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 statewide IDES Employment and Training Centers to apprise these employment sources of

current vacancies within DCEO as well as to attempt to identify future employment/career fairs which might be scheduled in areas that are predominately located in African-American communities.

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

- The Honorable State Representative La Shawn K. Ford of the 8th Legislative District
- Sharryon Dunbar, Interim Executive Director, Illinois Association of Minorities in Government (IAMG)
- Martha Lopez, President, Illinois Association of Hispanic State Employees (IAHSE);
- Susan Allen, EO and Disability Compliance Liaison, Illinois Department of Human Rights
- Joe Ashcraft, State Coordinator, State Hispanic Employment/Bilingual Plan Survey
- Barb McDonald, CMS Chicago 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
- Teresa Haley, 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);
- Peg Podlasek, EEO Manager at Illinois Board of Higher Education
- 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; Southern Illinois University/Carbondale
- Stephen Cantine, M.S., Director, Career Center – Illinois State University
- Linda Moore, Director EIU Career Services
- Jaime Velasquez, Assistant Director, UIC Office of Career Services
- Martin Kral, Director, WIU Career Services
- Tammy Craig, Director, UIS Career Development Center
- David L. Lowery, President, Chicago Far South Suburban NAACP
- Mr. Sandy Robinson, Director, Office of Community Relations/City of Springfield, Illinois
- Dr. Linda McCabe-Smith, Associate Chancellor for Diversity at SIU Carbondale
- Oscar L. Williams, President, Blacks in Government (Region V)
- Carl Byrd, 1st Deputy Commissioner, City of Chicago/Department of Buildings and President, National Forum for Black Public Administrators
- Employment and training facilities that are identified by our Office of Employment and Training 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:

23rd Annual Illinois Association of Hispanic State Employees (IAHSE) Training Conference, October 8 2010, Chicago, Illinois

2011 Springfield Collegiate Career Fair sponsored by the University of Illinois, Springfield College in Illinois/Benedictine University, Robert Morris University and Lincoln Land Community College, February 17, 2011, Springfield, Illinois

23rd Annual Illinois Association of Minorities in Government (IAMG) State of the State Training Conference, March 24 – 25, 2011, Springfield, Illinois

2011 Career and Employment Expo sponsored by MacMurray College, Illinois College, The Job Center, DHS – Division of Rehabilitation Services, LLCC, West Central Mass Transit District, Jacksonville Area Chamber of Commerce, Jacksonville Regional Economic Development Corporation, Jacksonville Journal-Courier and Radio Stations WLDS/WEAI, April 14, 2011, Jacksonville, Illinois

DCEO was invited and participated at a special event sponsored by the Illinois Department of Employment Security in partnership with the U.S. Department of Veterans Affairs (located at the Jesse Brown VA Medical Center) on May 26, 2011, Chicago

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 Latina/Latino/Hispanic 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:

Two (2) highly qualified African-American Official/Managers in the Office of the Director. One (1) candidate is located in the DCEO Chicago Office and the second candidate is located in the DCEO Springfield Office.

One (1) highly qualified African-American Professional in the DCEO Chicago Office/Office of Business Development/Industrial Services

And promoted:

One (1) highly qualified African-American Para-professional in the DCEO Chicago Office/Office of Management Operations

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:

2011 African-American employee summary:	**2012 African-American employee summary:**
19 – Official/Managers	15 – Official/Managers
33 – Professionals	32 – Professionals
5 – Para-Professionals	6 - Para Professionals
2 – Office/Clericals	2 – Office/Clericals
0 – Skilled Craft Worker	0 – Skilled Craft Worker

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

During FY11 the following African-American staff chose to voluntarily retire or separate by other means from state service which include: Four (4) African-American Official/Managers [1-African-American Male Official/Manager-DCEO Springfield Office of Equal Opportunity Monitoring & Compliance; 1 African-American Male Official/Manager-DCEO Chicago Office of Workforce Development, 1 African-American Woman Official/Manager – DCEO Chicago Office of Urban Assistance; and 1 African-American Woman Official/Manager-DCEO Springfield Office of Workforce Development]. During that same period two (2) African-American Professionals chose to retire or separate by other means from state service: [1 African-American Male Professional-DCEO North Central Office of Regional Outreach; 1 African-American Woman Professional–DCEO Springfield Office of Workforce Development]. And one (1) African-American Official/Manager Woman employed in the DCEO Chicago Office of Urban Assistance was discharged for cause from state service during this period. EEO records indicate that two (2) highly qualified African-American Official/Managers were hired in the DCEO Office of the Director [1-African-American Male Official/Manager is located in Region 1/Cook County; 1-African-American Male Official/Manager is located in Region 7/Sangamon County]. The Department also hired one (1) highly qualified African-American Woman in the Professional EEO job category and is located in the DCEO Chicago Office/Office of Business Development/Industrial Services. Lastly, one highly qualified African-American Woman Para-professional was promoted in the DCEO Chicago Office of Management Operations.

10. 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.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: DCEO

ADDRESS: 500 E. Monroe Street, Springfield, Illinois 62701

TELEPHONE NUMBER: 217/524-2997

AGENCY DIRECTOR: Warren Ribley

EEO MANAGER: Victoria D. Benn

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Warren Ribley

Director Date 10/31/11

Victoria D. Bean Date 10-31-2011

EEO Manager

Received by CMS on 2011 OCT 11 P 12:29

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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, 2011, provide the number of African Americans employed within each of the following EEOC categories:

3 Officials and Managers

13 Professionals

1 Technicians

0 Protective Service Workers

3 Para-Professionals

0 Office and Clerical

0 Skilled Craft Workers

0 Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

50 Officials and Managers

184 Professionals

4 Technicians

8 Protective Service Workers

12 Para-Professionals

3 Office and Clerical

2 Skilled Craft Workers

0 Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

263

4. As of June 30, 2011, provide the underutilization for African Americans by category:

   0 Officials and Managers

   2 Professionals

   0 Technicians

   1 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 11 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):

   When we have a vacancy, it is posted on the ICC, Work 4 Illinois, and Illinois Skills Match websites. It is also sent to the Illinois Association of Minorities in

Government, and they post the position on their website. While we used to receive assistance from Olga Iniguez, we now will be working with the new Diversity Enrichment Program staff. Though we haven't yet had occasion to work with them, we anticipate similar services: resumes of prospective minority candidates. We also have received assistance from Rep. LaShawn K. Ford, who published our vacancies in a jobs bulletin. In years where we have more vacancies, we have often attended minority-orientated career fairs—especially at the University of Illinois. Other contact, vary by position but are typically minority student organizations related to the specific type of vacancy involved—engineering, accounting, economics, etc.

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 ICC publicizes free training programs offered by CMS and other state agencies. Employees that are part of the AFSCME bargaining Unit can participate in the state's Upward Mobility program, an option previously unavailable to our employees.

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:

The Illinois Commerce Commission has always exceeded the EEO/AA guidelines set forth by the IDHR.

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.

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

Yes; during the past year, the Illinois Commerce Commission lost two Professional African Americans and 1 African American in Protective Services. Due to budget constraints, we have not been able to replace the positions we have lost.

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

Due to budget constraints, we are not sure we will be doing much hiring this year.

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Illinois Commerce Commission

ADDRESS: 527 E. Capitol Ave., Springfield, IL 62701

TELEPHONE NUMBER: (217) 785-1407

AGENCY DIRECTOR: Tim Anderson

EEO OFFICER: Leigh Ann Myers

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director Date 10-11-11

EEO Officer Date 10/11/11

Received by CMS on 2011 OCT 27 A 11: 32

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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: Mary Ann Pollard

Individual's Working Title: Deputy Director Human Resources, Public Safety Shared Services

Individual's Phone Number: 217-557-6010, extension 4177

Individual's Mailing Address: 1301 Concordia Court, P.O. Box 19293, Springfield, IL 62794-9293

Individual's Email Address: Mary.Pollard@doc.illinois.gov

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

74 Officials and Managers

288 Professionals

87 Technicians

955 Protective Service Workers

9 Para-Professionals

31 Office and Clerical

7 Skilled Craft Workers

45 Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

376 Officials and Managers

1,460 Professionals

421 Technicians

8,105 Protective Service Workers

203 Para-Professionals

268 Office and Clerical

334 Skilled Craft Workers

720 Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

11,887

4. As of June 30, 2011, provide the underutilization for African Americans by category:

   0 Officials and Managers

   0 Professionals

   3 Technicians

   0 Protective Service Workers

   1 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 11 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.

9. 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 12 from the prior year by targeted hiring.

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

The Department 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 and be sure to complete the Certification form on the next page.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Illinois Department of Corrections

ADDRESS: 1301 Concordia Court, Springfield, IL 62794

TELEPHONE NUMBER: 217-558-200

AGENCY DIRECTOR: S. A. Godinez

EEO OFFICER: Vickie Fair

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director Date 10-24-11

EEO Officer Date 10-24-2011

Received by CMS on
2011 OCT 26 A 9:35

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

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

Agency: IL 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 – 60606
Individual's Email Address: Edith.Feliciano@illinois.gov

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

   3 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, 2011, provide the number of funded positions within each of the following EEOC categories:

   17 Officials and Managers

   42 Professionals

   1 Technicians

   _____ Protective Service Workers

   2 Para-Professionals

   1 Office and Clerical

   _____ Skilled Craft Workers

   _____ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

63

4. As of June 30, 2011, 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 11 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 Association

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 IL Association of Minorities in Government (IAMG)

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

There was and increase in the Official/Manager category we hired a African American/Female as our C.F.O.

10. 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 Association and colleges when there are vacancies available.

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY
CERTIFICATION

NAME OF AGENCY: IL Criminal Justice Information Authority

ADDRESS: 300 W. Adams St. – Suite 200 – Chicago - 60606

TELEPHONE NUMBER: (312) 793-8550

AGENCY DIRECTOR: Jack Cutrone

EEO OFFICER: Edith Feliciano

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director Date 10/21/11

EEO Officer Date 10-18-2011

Received by CMS on _____
2011 OCT -7 P 12:19

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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, 2011, 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, 2011, provide the number of funded positions within each of the following EEOC categories:

4 Officials and Managers

3 Professionals

_____ Technicians

_____ Protective Service Workers

1 Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

8

4. As of June 30, 2011, 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 as 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 11 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. IDHHC posts 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 the CMS system, all job vacancies are posted to various deaf and disability organizations. Included among these is 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 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. Additional, 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 Officer 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 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:

IDHHC posted and filled only one position during FY11. The position was posted on the Chicago Land Black Deaf Advocates. IDHHC did not receive any African American applications for the position. However, IDHHC has two (2) African American Commissioners and an African American Licensure Board member.

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

None.

10. 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 Africa 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 but one position within the agency is required to be fluent in American Sign Language at a colloquial level. (Currently, the individual in that position is taking American Sign Language courses.) 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 Latino Day, 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.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Illinois Deaf and Hard of Hearing Commission

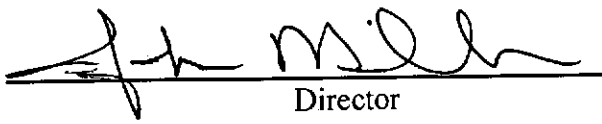
ADDRESS: 1630 S. Sixth Street, Springfield, IL 62703

TELEPHONE NUMBER: 217-557-4495

AGENCY DIRECTOR: John Miller

EEO OFFICER: Tonia R. Bogener

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.



Director Date October 4, 2011

EEO Officer Date October 4, 2011

2011 OCT 27 A 10:49

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.

DUE: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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, 2011, 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

__2__ Para-Profcssionals

__0__ Office and Clerical

__0__ Skilled Craft Workers

__0__ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

__5__ Officials and Managers

__2__ Professionals

__0__ Technicians

__0__ Protective Service Workers

__2__ Para-Professionals

__0__ Office and Clerical

__0__ Skilled Craft Workers

__0__ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

4. As of June 30, 2011, 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 11 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 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. No hires occurred in FY 11.

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.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Illinois Council on Developmental Disabilities

ADDRESS: 830 South Spring Street, Springfield, IL 62704

TELEPHONE NUMBER: (217) 782-9696

AGENCY DIRECTOR: Sheila T. Romano

EEO OFFICER: Janinna Hendricks

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Sheila T. Romano Date 10-19-11
Director

Janinna Hendricks Date 10/27/11
EEO Officer

Received by CMS 2011 OCT 31 A 8:08

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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, 2011, provide the number of African Americans employed within each of the following EEOC categories:

___2____ Officials and Managers

___7____ 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, 2011, provide the number of funded positions within each of the following EEOC categories:

___41____ Officials and Managers

__133_____ Professionals

___12____ Technicians

____0___ Protective Service Workers

___12____ Para-Professionals

___8____ Office and Clerical

___2____ Skilled Craft Workers

___0____ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

___208_____

4. As of June 30, 2011, 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 11 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

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

No

10. 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.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: IEMA

ADDRESS: 1035 Outer Park Drive

TELEPHONE NUMBER: 217-782-3184

AGENCY DIRECTOR: Jonathon E. Monken

EEO OFFICER: Miguel Calderon

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director Date 10/28/11

EEO Officer Date 10/28/11

Received by CMS on 2011 OCT 31 P 12:44

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

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

Agency: Executive Ethics Commission

Name of Individual Completing Survey: Nicole Krneta Rogers

Individual's Working Title: Senior Policy Advisor

Individual's Phone Number: (217) 558 -3851

Individual's Mailing Address: 401 South Spring Street, 510 William Stratton Building, Springfield, Illinois 62706

Individual's Email Address: nicole.krnetarogers@illinois.gov

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

   0 Officials and Managers

   10 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, 2011, provide the number of funded positions within each of the following EEOC categories:

   7 Officials and Managers

   58 Professionals

   0 Technicians

   0 Protective Service Workers

   3 Para-Professionals

   6 Office and Clerical

   0 Skilled Craft Workers

   0 Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

74

4. As of June 30, 2011, 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 11 budget allocation for these programs:

No, the Executive Ethics Commission does not provide 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 Executive Ethics Commission has notified the relevant administrative staff of the requirements of the African American 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):

The Executive Ethics Commission has recently appointed an EEO Officer to explore African American 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:

The Executive Ethics Commission has recently appointed an EEO Officer to explore promotional programs that provide African American employees with career ladder enhancement, self-development training or otherwise enhance the agency's ability to meet the needs of its African American public and employees.

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

The Executive Ethics Commission has recently appointed an EEO Officer with the specific charge to ensure that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements.

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

The Executive Ethics Commission has not received 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:

The Executive Ethics Commission remains in parity for employment of African American persons employed by the Executive Ethics Commission in the EEOC categories.

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

The Executive Ethics Commission experienced an increase of 10 African American Employees over previous years. The Executive Ethics Commission increased its total headcount from 4 to 74 during fiscal year 2011 with the addition of procurement responsibilities.

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

The Executive Ethics Commission will continue to strive for diversity in its workforce.

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Executive Ethics Commission

ADDRESS: 513 Stratton Building, Springfield, Illinois 62706

TELEPHONE NUMBER: (217) 558-3851

AGENCY DIRECTOR: Chad Fornoff

EEO OFFICER: Nicole Krneta Rogers

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Chad D. Fornoff Date 10/31/11
Director

Nicole Krneta Rogers Date 10/31/11
EEO Officer

Received by CMS on 2011 OCT 31 P 3:41

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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: EEO Officer

Individual's Phone Number: 312 793-4714

Individual's Mailing Address: 33 S. State St Chicago IL 60603

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

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

__95__ Officials and Managers

__412__ Professionals (including 68 intermittent employees)

__11__ Technicians

__0__ Protective Service Workers

__53__ Para-Professionals (Includes 28 student workers and student interns)

__26__ Office and Clerical (Includes 2 intermittent employees)

__0__ Skilled Craft Workers

__4__ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

__95__ Officials and Managers

__412__ Professionals (including 68 intermittent employees)

__11__ Technicians

__0__ Protective Service Workers

__53__ Para-Professionals (Includes 28 student workers and student interns)

__26__ Office and Clerical (Includes 2 intermittent employees)

__0__ Skilled Craft Workers

__4__ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:
1,892

4. As of June 30, 2011, 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 11 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 employment offices have access to DES job posting and share this with job seekers. There are a number of employment offices serving significant African American job seekers. DES participated and coordinated a number of job fairs throughout the year including job fairs at Malcolm X, Chicago State, Olive Harvey College, 7th Ward Ald. Sandi Jackson 4th Annual Job Fair

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 A manual on job bidding is posted on the internal website. Employees are granted time to attend the IAMGE EDUCATIONAL CONFERENCE.

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:
The Agency employed 601 African Americans during the FY11. In FY 10 the number employed was 648. During fiscal year 2011 DES hired 55 African Americans. African Americans continue to represent over 32% of the workforce.

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

There was a net loss of 47. The agency overall workforce declined from 2056 to 1892 due to resignations or retirement. During fiscal year 2011 DES hired 55 African Americans. African Americans continue to represent over 32% of the workforce.

10. 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. Participate in job fairs within African American communities.

Please attach additional sheets as necessary.

DES will work with the following communities and job fair events.

Fair River Oaks Community Church. South Holland, IL
Malcolm X College "Resource and Job Connection Fair Chicago, IL
Olive Harvey- Fall Job Fair . Chicago, IL
CSU Fall Career Fair Chicago, IL
Illinois Municipal League Conference Chicago, IL
Prison Ministry presents 2nd Annual Life Expo for Returning Citizens
Trinity UCC Village Center
Annual DHS Unity Day JLM Abundant Life Center Chicago, IL
Cosmopolitan Community Church Employment and Resources Chicago, IL
Employment Workshop Markham Public Library Markham, IL 08/13/10
Job Fair for Veterans
Career Fair Malcolm X College (Urban League)
Employment, and Resource Fair Fellowship M.B.C. Chicago,
7th Ward Ald. Sandi Jackson 4th Annual Job Chicago, IL
Harold Washington College Spring
Ald. Pat Dowell 3rd Ward Resource Fair Dawnson Technical Institute
Women's Networking & Resource Fair AKArama Foundation & Community Center
Illinois Association of Minorities in Government Educational/Job Fair Conference
Truman College
African Woman Organization.

NAME OF AGENCY: Department of Employment Security

ADDRESS: 33 S. State St. Chicago IL 60603

TELEPHONE NUMBER: 312 793-4714

AGENCY DIRECTOR: Jay Rowell

EEO OFFICER: Carlos R. Charneco

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director Date 10/31/11

EEO Officer Date 10/28/11

Received by CMS on 2011 OCT 19 P 2:23

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

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

Agency: Illinois Environmental Protection

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, 2011, provide the number of African Americans employed within each of the following EEOC categories:

___5___ Officials and Managers

___29___ Professionals

___10___ Technicians

_____ Protective Service Workers

___4___ Para-Professionals

___7___ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

___124___ Officials and Managers

___632___ Professionals

___57___ Technicians

_____ Protective Service Workers

___52___ Para-Professionals

___72___ Office and Clerical

_____ Skilled Craft Workers

___3___ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

890

4. As of June 30, 2011, provide the underutilization for African Americans by category:

   2 Officials and Managers

   8 Professionals

   _____ 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 11 budget allocation for these programs:
   The Office of Human Resources was allocated $4,250 for all recruitment activities for FY 11, including activities related to the recruitment of African American employees.

   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 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):
The EEO/AA Officer works with the Office of Human Resources by sharing underutilization information. In addition to developing a African American Employment Plan, the Agency attends a number of diversity fairs and invites all African Americans 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, 2011, the Agency has 55 African Americans employed.

9. 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 three from FY 10 to FY 11.

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

Please attach additional sheets as necessary.

CERTIFICATION

NAME OF AGENCY: Illinois Environmental Protection

ADDRESS: 1021 North Grand Avenue East, Springfield, IL 62702

TELEPHONE NUMBER: 217/785-2911

AGENCY DIRECTOR: Lisa Bonnett, Interim Director

EEO OFFICER: Jill Johnson

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Lisa Bonnett Date 10/18/11

Director

Jill Johnson Date 10/17/11

EEO Officer

Received by CMS 2011 OCT 24 P 1:53

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: Monday, October 31, 2011

RETURN TO:
Department of Central Management Services
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503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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: Karen Newbold

Individual's Working Title: EEO Officer

Individual's Phone Number: 217-558-3019

Individual's Mailing Address: 801 S. 7th Street, Suite 400 S, Springfield, Illinois 62703

Individual's Email Address: Karen.Newbold@igb.illinois.gov

1. **As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:**

___3___ Officials and Managers

___11___ 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, 2011, provide the number of funded positions within each of the following EEOC categories:**

___35___ Officials and Managers

___72__ Professionals

____0__ Technicians

____0__ Protective Service Workers

____6__ Para-Professionals

____3__ Office and Clerical

____0__ Skilled Craft Workers

____0__ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

116

4. **As of June 30, 2011, 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 11 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 in 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 are 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:**

IGB's 2011 4th Quarter EEO report reflects that 16 (13.8%) of the 116 employees at the Illinois Gaming Board are African Americans.

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

IGB's 2010 4th Quarter EEO report reflected 14 (17.1%) of the 82 employees at the Illinois Gaming Board as African Americans.

10. 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.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Illinois Gaming Board

ADDRESS: 801 S. 7th Street, Suite 400S, Springfield, Illinois 62703

TELEPHONE NUMBER: 217-558-3019

AGENCY DIRECTOR: Mark Ostrowski, Administrator

EEO OFFICER: Karen Newbold

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director Date 10/24/11

EEO Officer Date 10/24/11

2011 NOV -3 A 7:52

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

Lon Meltesen, 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: Tedd Ward, Jr.

Individual's Working Title: Human Resources Representative

Individual's Phone Number: 217-782-8422

Individual's Mailing Address: 521 Stratton Bldg., 401 S. Spring St., Springfield, 62706

Individual's Email Address: Tedd.Ward@Illinois.Gov

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

   4 Officials and Managers

   22 Professionals

   _____ Technicians

   _____ Protective Service Workers

   1 Para-Professionals

   1 Office and Clerical

   _____ Skilled Craft Workers

   _____ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

   21 Officials and Managers

   78 Professionals

   _____ Technicians

   _____ Protective Service Workers

   2 Para-Professionals

   4 Office and Clerical

   _____ Skilled Craft Workers

   _____ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

105

4. As of June 30, 2011, 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

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 11 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 an EEOC category. We would however, work with supervisors in an awareness effort concentrating on the underutilization of African Americans if 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 item for such employment strategies. However, employees are made 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 Hiring and Promotional Monitors located on our GAC intranet. It is easily accessible to the Supervisors. Upon beginning the hiring process they are reminded that they are to complete the Monitors as part of this hiring packet. The EEO Officer and HR Director, work closely with managers throughout the hiring 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.

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

10. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.
There are no recommendations t this time.

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Illinois Guardianship & Advocacy Commission

ADDRESS: 521 Stratton Office Bldg., 401 S. Spring St., Springfield, 62706

TELEPHONE NUMBER: 217-785-1540

AGENCY DIRECTOR: Mary L. Milano

EEO OFFICER: Tedd W. Ward, Jr.

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director Date 10-25-11

EEO Officer Date 10-25-11

Received by CMS on 2011 OCT 18 P 12:01

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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, 2011, provide the number of African Americans employed within each of the following EEOC categories:

__34__ Officials and Managers

__209__ Professionals

__4__ Technicians

_____ Protective Service Workers

__140__ Para-Professionals

__24__ Office and Clerical

_____ Skilled Craft Workers

__1__ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

__423__ Officials and Managers

__1,298__ Professionals

__49__ Technicians

__0__ Protective Service Workers

__420__ Para-Professionals

__179__ Office and Clerical

__0__ Skilled Craft Workers

__2__ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board: include full-time, part-time and LOA's:

2,251.

4. As of June 30, 2011, provide the underutilization for African Americans by category:

   ___3___ 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 11 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):

b) 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 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 '11, HFS' Training Center trained 2,681 employees in 277 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:

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.

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 '10 African American Employees		FY '11 African American Employees	(Difference)
Officials/Administrators	36	34	-2
Professionals	217	209	-8
Technicians	5	4	-1
Para/Prof	157	140	-17
Office/Clerical	26	24	-2
Service Maintenance	0	1	+1

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

   Please see the foregoing.

10. 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.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Illinois Department of Healthcare and Family Services

ADDRESS: 201 South Grand Avenue East, Springfield, Illinois 62763

TELEPHONE NUMBER: (217) 782-1200

AGENCY DIRECTOR: Julie Hamos

EEO OFFICER: Derrick Davis

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Julie Hamos Date 10/17/11
Director

Derrick Davis Date 10-17-11
EEO Officer

2011 OCT 31 P 2:21

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.

DUE: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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, 2011, provide the number of African Americans employed within each of the following EEOC categories:

   1 Officials and Managers

   3 Professionals

   0 Technicians

   0 Protective Service Workers

   0 Para-Professionals

   0 Office and Clerical

   1 Skilled Craft Workers

   3 Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

   20 Officials and Managers

   89 Professionals

   3 Technicians

   0 Protective Service Workers

   24 Para-Professionals

   11 Office and Clerical

   8 Skilled Craft Workers

   28 Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

183

4. As of June 30, 2011, provide the underutilization for African Americans by category:

_____ Officials and Managers

__1__ Professionals

_____ 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 11 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?

EEO Officer monitors all hiring opportunities

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 activities the past fiscal year as there were few hiring opportunities due to budget issues

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:

UpwardMobilityProgram

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

All transactions done by one Personnel Staff

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

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

no

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

restore funding lost to budget cuts

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Illinois Historic Preservation Agency

ADDRESS: 313 South Sixth Street Springfield, Il.

TELEPHONE NUMBER: 217-785-0391

AGENCY DIRECTOR: Jan Grimes

EEO OFFICER: Tad Allen

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director Date 10-31-11

EEO Officer Date 10-31-11

Received by IHRC on 5 -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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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: Chief Financial Officer/Personnel Director

Individual's Phone Number: 312-814-6281

Individual's Mailing Address: 100 W. Randolph, #5-100, Chicago Illinois 60601

Individual's Email
Addrcss:__ewa.ewa@illinois.gov_____
__

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

2
_____ Officials and Managers
5
_____ 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, 2011, provide the number of funded positions within each of the following EEOC categories:

4_____ Officials and Managers

11_____ Professionals

0_____ Technicians

0_____ Protective Service Workers

0_____ Para-Professionals

5_____ Office and Clerical

0_____ Skilled Craft Workers

0_____ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

_____

4. As of June 30, 2011, provide the underutilization for African Americans by category:

1_____ 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 11 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?

_____
_____
_____N/A_____
___
_____

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:

N/A

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:

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

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

N/A

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

N/A

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Human Rights Commission

ADDRESS: 100 W. Randolph #5-100, Chicago – Illinois 60601

TELEPHONE NUMBER: 312-814-6292

AGENCY DIRECTOR: Keith Chambers

EEO OFFICER: Dr. Ewa I. Ewa

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director — Date 10.4.11

EEO Officer — Date 10/4/11

STATE OF ILLINOIS
Human Rights Commission

FACSIMILE TRANSMITTAL SHEET

TO: CMS - Bureau of Personel

FROM: DR Ewa I. Ewa

COMPANY:

DATE: 10/4/11

FAX NUMBER: 217-558-4497

TOTAL NO. OF PAGES INCLUDING COVER: 16

PHONE NUMBER: 217-524-8773

SENDER'S REFERENCE NUMBER:

RE: State Hispanic Employment Plan Survey / African American Survey

YOUR REFERENCE NUMBER:

☐ URGENT ☐ FOR REVIEW ☐ PLEASE COMMENT ☐ PLEASE REPLY ☐ PLEASE RECYCLE

NOTES/COMMENTS:

100 WEST RANDOLPH STREET, SUITE 5-100
CHICAGO, IL 60601
312-814-6269

African American Survey

Hispanic

Received by CMS on 2011 OCT 31 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.

DUE: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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, 2011, provide the number of African Americans employed within each of the following EEOC categories:

   9 Officials and Managers

   33 Professionals

   3 Technicians

   0 Protective Service Workers

   6 Para-Professionals

   7 Office and Clerical

   0 Skilled Craft Workers

   0 Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

   10 Officials and Managers

   114 Professionals

   3 Technicians

   N/A Protective Service Workers

   7 Para-Professionals

   14 Office and Clerical

   N/A Skilled Craft Workers

   N/A Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

   148

4. As of June 30, 2011, 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 11 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 participated 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):

While there is a number of staff who participate, there is a staff person dedicated to community relations and outreach, and one of the duties with respect to outreach is minority diversity. In this capacity, 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;**
- **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;**
3. **Participated in job fairs, conferences, workshops, seminars, festivals, parades, health fairs, etc.-**

- **32nd District Resource Fair in Marquette Park (Chicago)**
- **Bellwood Public Library Job Fair**
- **Black History Month Celebration/Event with a Rosa Parks Performance (Chicago)**
- **Black Wall Street District National Convention and Summit (Chicago)**
- **Catalyst Career Group Job Fair (Tinley Park)**
- **Center for New Horizons Hiring Fair (Chicago)**
- **Chicago Public Schools Parent Action Fair**
- **Congressman Luis V. Gutierrez 2010 Utility Assistance Day in Chicago**
- **Cook County President's Office of Employment and Training Job Fair**

- **Dearborn Realty Group Meeting**
- **New Vision of Faith Ministries Annual Health and Resource Fair**
- **Parent Development Conference and Health Fair at Doolittle West School (Chicago)**
- **Promoting Mental Wellness and Resiliency in the African American Community**
- **Proviso-Leyden Community Council Outreach (Maywood)**
- **Rainbow PUSH Coalition Career Expo**
- **Rep. Berrios (35th Legislative District) Women's Wellness and Resource Fair**
- **Rockford Housing Authority Fair Housing Event (Rockford)**
- **South Shore Chamber of Commerce 3rd Annual Sidewalk Sale and Universal Jazz Alley "Know Your Neighborhood, Know Your Community"**
- **The "African Presence in Mexico" Yanga Fest at DuSable Museum (Chicago)**
- **Village of Romeoville Veterans' Job Fair**

4. Participated in TEAM ILLINOIS Strategic Planning Committee meetings for State of Illinois outreach to the Aurora community;

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) **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.**
2) **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.**
3) **The Department's staff also assists employees to match their skills with available promotional opportunities in the Department and the State.**

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, 2011, 38.5% of its (actual) headcount was African American.

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

The level increased by 2.5% (36% last year). There is no underutilization in any of the EEO categories.

10. 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.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Illinois Department of Human Rights

ADDRESS: 100 W. Randolph, Suite 1-100, Chicago, Illinois 60601

TELEPHONE NUMBER: 312-814-6245

AGENCY DIRECTOR: Rocco J. Claps

EEO OFFICER: Michelle Dirksen

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Rocco J. Claps/bf Date 10/31/2011

Director

Michelle Dirksen Date 10/31/2011

EEO Officer

Received by CMS on
2011 OCT 19 A 9:38

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.

DUE: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

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

Agency: Department of Human Services

Individual Completing Survey: Rebecca Wagner

Individual's Working Title: Personnel Director

Individual's Phone Number: 217.557.9264

Individual's Mailing Address: 100 N. Grand Ave., Springfield

Individual's EmailAddress: Rebecca.Wagner@illinois.gov

1. **As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:**

   221 Officials and Managers

   1705 Professionals

   2029 Technicians

   43 Protective Service Workers

   155 Para-Professionals

   306 Office and Clerical

   7 Skilled Craft Workers

   228 Service-Maintenance

2. **As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:**

   1102 Officials and Managers

   3559 Professionals

   4000 Technicians

   134 Protective Service Workers

   604 Para-Professionals

   828 Office and Clerical

   185 Skilled Craft Workers

   24 Service-Maintenance

3. **As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:**

11,703

4. **As of June 30, 2011, provide the underutilization for African Americans by category:**

1 Officials and Managers

4 Professionals

0 Technicians

1 Protective Service Workers

7 Para-Professionals

1 Office and Clerical

5 Skilled Craft Workers

0 Service-Maintenance

5. **Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 11 budget allocation for these programs:**

While there is no specific budget allocation for this initiative, IDHS' operating budget assumes the cost of all employment programs offered by IDHS. Minority Outreach, which includes African Americans, is conducted by the Office of Human Resources, Bureau of Recruitment and Selection.

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 Summaries. Additionally, IDHS, through its Recruitment, Hiring and Discipline Committee conducts monthly meetings to discuss and monitor all legislative mandate 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 Recruitment Unit has developed a Recruitment Database which includes many African American organizations. Communications are sent specifically to African American organizations, community groups and partnerships, including e-blasts to the above mentioned groups

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 and encouraged to participate in the Upward Mobility program which is a joint venture between the State of Illinois and the American Federation of State County and Municipal Employees Collective Bargaining Unit. Also, IDHS employees are allowed and 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 the Chief Equal Employment and Affirmative Action Officer for IDHS to ensure they are consistent with IDHS' and IDHR'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:**

In fiscal year 2011, IDHS had a state-wide underutilization of African Americans of 40. In fiscal year 2012, IDHS is beginning with an underutilization of 19. There was more than a 50% reduction in the underutilization of African Americans state-wide within IDHS.

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

In fiscal year 2011, IDHS had a state-wide underutilization of African Americans of 40. In fiscal year 2012, IDHS is beginning with an underutilization of 19. There was more than a 50% reduction in the underutilization of African Americans state-wide within IDHS.

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

The Recruitment, Hiring and Discipline Committee, Division liaisons and Executive Staff members will continue to provide suggestions/recommendations for increasing the number of African Americans employed by IDHS to the Bureau of Recruitment and Selection, Office of Human Resources.

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Department of Human Services

ADDRESS: 401 S. Clinton Street, Chicago, IL

TELEPHONE NUMBER: 312.793.2352

AGENCY DIRECTOR: Michelle R.B. Saddler, Secretary

EEO OFFICER: Anna L. D'Ascenzo

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Michelle R.B. Saddler Date 10.13.11
Director

Anna L. D'Ascenzo Date 10/12/11
EEO Officer

Received by CMS on _____
2011 OCT 26 A 9:36

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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: **Counsel, EEO Officer, ADA Coordinator and Ethics Officer**

Individual's Phone Number: **(217) 782-0708**

Individual's Mailing Address: **320 W. Washington St., 4th Floor, Springfield, IL 62767-0001**

Individual's Email Address: eve.blackwell-lewis@illinois.gov

As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

8 Officials and Managers

12 Professionals

2 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, 2011, provide the number of funded positions within each of the following EEOC categories:

91 Officials and Managers

106 Professionals

39 Technicians

n/a Protective Service Workers

9 Para-Professionals

10 Office and Clerical

n/a Skilled Craft Workers

n/a Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

255

4. As of June 30, 2011, provide the underutilization for African Americans by category:

_____ Officials and Managers

_____ Professionals

__2___ 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 11 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 Agency primarily uses CMS/Shard Services for these matters. However, the EEO Officer works to keep positive dialogue open on the issue of underutilization and /under-representation of various minority and ethnic groups in keeping with the Agency's responsibilities and the law.

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 primarily uses CMS/Shard Services for hiring and other personnel related functions.

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 employee is prohibited from using the personnel and or promotional programs designed to assist employees in career enhancements within the State.

c) How has your agency ensured that all appropriate staff are complying with the mandatory Hiring and Promotion Monitor requirements:
CMS 's Shared Services handles the preparation of the Monitors. The EEO Officer does review and sign the Monitors before final submissions is made.

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 additional studies have been performed by DOI, outside of the EEO/AA Reports on file with the Department of Human Rights and the required reports filed with CMS.

9. Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.
The Department currently employees 26 individuals under the African-Americans category, which is an increase of 4 over the previous year.

10. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.
Education on the wonderful benefits of diversity, as well as creating a positive and equitable work environment that will draw qualified professionals and foster growth and internal promotions.

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Illinois Department of Insurance

ADDRESS: 320 W. Washington, 4th Floor, Springfield, IL 62767-0001

TELEPHONE NUMBER: (217) 782-4515

AGENCY DIRECTOR: Mr. Jack Messmore, Acting Director of Insurance

EEO OFFICER: Ms. Eve Blackwell-Lewis

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director Date 10/20/11

EEO Officer Date 10/20/2011

Received by CMS OCT 27 A 8:23

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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 Street, Suite 2015 Chicago, IL 60601

Individual's Email Address: katherine.spinato@illinois.gov

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

__2__ Officials and Managers

_____ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

__1__ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

__5__ Officials and Managers

__4__ Professionals

_____ Technicians

_____ Protective Service Workers

__1__ Para-Professionals

__1__ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

11

4. As of June 30, 2011, 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 11 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?

ISBI has 11 positions and turnover 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):

1 position filled during FY2011 African American was hired Minimal 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:
Opportunity unavailable.

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

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.

9. Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.
Yes, Professionals staff increased 1 with Affrican American being employed.

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

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: IL State Board of Investment

ADDRESS: 180 N. LaSalle St., Suite 2015 Chicago, IL 60601

TELEPHONE NUMBER: 312.793.5711

AGENCY DIRECTOR: William R. Atwood

EEO OFFICER: Katherine A. Spinato

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director Date 10/25/11

Katherine A Spinato Date 10/25/11

EEO Officer

Received by CMS on 2011 OCT 28 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.

DUE: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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: Christina M Austin

Individual's Working Title: Human Resources Administrator

Individual's Phone Number: 217-557-1030 extension 3012

Individual's Mailing Address: 707 N 15th St. Springfield IL 62702

Individual's Email Address: Christina.Austin@doc.illinois.gov

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

__11__ Officials and Managers

__333__ Professionals

__2__ Technicians

__N/A__ Protective Service Workers

__2__ Para-Professionals

__7__ Office and Clerical

__3__ Skilled Craft Workers

__22__ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

__45__ Officials and Managers

__1,004__ Professionals

__23__ Technicians

__N/A__ Protective Service Workers

__25__ Para-Professionals

__24__ Office and Clerical

__38__ Skilled Craft Workers

__82__ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

1,241

4. As of June 30, 2011, provide the underutilization for African Americans by category:

   0 Officials and Managers

   0 Professionals

   3 Technicians

   N/A Protective Service Workers

   1 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 11 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 which 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):

      Employment strategies include attending African-American conferences, recruitment fairs; and providing IDJJ'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:

Based on our underutilization numbers, a focus was made during the hiring of juvenile justice specialist interns to target African American candidates.

9. 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 15% from the prior year by targeted hiring.

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

The Department 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.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Department of Juvenile Justice

ADDRESS: 707 N 15th St. Springfield IL 62702

TELEPHONE NUMBER: 217-557-1030

AGENCY DIRECTOR: Arthur Bishop

EEO OFFICER: Vickie Fair

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director Date 10/24/11

EEO Officer Date October 24, 2011

FAX COVER SHEET

Illinois Department of Juvenile Justice

707 North 15th Street
Springfield, Illinois 62702
Telephone: (217) 557-1030
Fax: (217) 557-1107

Pat Quinn
Governor

Arthur D. Bishop
Director

To: Nancy Pedrucci **From:** Christie Austin, HR Admin.
Illinois Department of Juvenile Justice

Fax #: 558-4497 **Pages:** 12

Phone: **Date:** 10-28-11

Subject: Surveys

☐ **Urgent** ☐ **For Review** ☐ **Please Reply**

RE:

Please call immediately if you did not receive all pages or are illegible.

Received by CMS on _____

2011 OCT 31 A 8:05

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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: Michelle Woods

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 62704
Individual's Email Address: michelle.woods@illinois.gov

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

__2__ Officials and Managers

__7__ Professionals

__3__ Technicians

_____ Protective Service Workers

__1__ Para-Professionals

__2__ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

__14__ Officials and Managers

__36__ Professionals

__23__ Technicians

_____ Protective Service Workers

__9__ Para-Professionals

__7__ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

89

4. As of June 30, 2011, 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 11 budget allocation for these programs:

The Department did not have funds available in FY12 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, 2010 and 2011 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 nineteen (19) African American employees. The Department has not had underutilization of African Americans for the past four (4) 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, 21% 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, 10 and 11.

9. 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.

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

_____
_____
_____
_____
_____

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

AGENCY DIRECTOR: Joseph Costigan

EEO OFFICER: Michelle Woods

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director Date 10/27/11

EEO Officer Date 10/27/11

Received by CMS on
2011 OCT 24 A 10:00

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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, 2011, 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, 2011, 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, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's: 12

4. As of June 30, 2011, 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 11 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 are all aware of the 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, Personnel Manager and Executive Director monitor 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 conducted.

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

No.

10. 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 any employment opportunities that may be available at the Educational Labor Relations Board.

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Educational Labor Relations Board

ADDRESS: 160 North LaSalle St., Suite N-400, Chicago, IL 60601

TELEPHONE NUMBER: 312/793-3170

AGENCY DIRECTOR: Victor Blackwell

EEO OFFICER: Eileen Brennan

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Victor E Blackwell Date 10/14/11

Director

Eileen Brennan Date 10/19/2011

EEO Officer

Received by CMS on _____
2011 OCT 31 A 8:07

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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, S-400, Chgo, 60601_____

Individual's Email Address:___carla.stone@illinois.gov_____

1. As of June 30, 2011, 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, 2011, provide the number of funded positions within each of the following EEOC categories:

___2___ Officials and Managers

___17___ Professionals

_____ Technicians

_____ Protective Service Workers

__1____ Para-Professionals

__1____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

21

4. As of June 30, 2011, 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 11 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. The personnel manager reminds hiring staff of the AAEP whenever there is an opportunity to hire.

7. List all agency activities undertaken in implementing the State African American Employment Plan: **When recruiting for a professional position (licensed attorney) the personnel manager post the vacancy with African American legal associations**

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: **N/A**

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:

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.

9. Were there any increases or decreases in those levels from the prior year? If so, please provide specific details. **Yes. One African American employee in our professional category has retired. One remains in this category.**

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

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

AGENCY DIRECTOR: _____

EEO OFFICER: _____

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

_____ Date _____
Director

_____ Date _____
EEO Officer

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: IL Labor Relations Bd

ADDRESS: 160 N LaSalle, S400, Chgo

TELEPHONE NUMBER: 312 793 6404

AGENCY DIRECTOR: John F Brosnan

EEO OFFICER: Carla Stone

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director Date 10/28/2011

EEO Officer Date 10/28/2011

Received by CMS 2011 OCT 31 A 10:05

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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, 2011, provide the number of African Americans employed within each of the following EEOC categories:

   0 Officials and Managers

   1 Professionals

   N/A Technicians

   N/A Protective Service Workers

   0 Para-Professionals

   0 Office and Clerical

   N/A Skilled Craft Workers

   N/A Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

   4 Officials and Managers

   7 Professionals

   N/A Technicians

   N/A Protective Service Workers

   2 Para-Professionals

   4 Office and Clerical

   N/A Skilled Craft Workers

   N/A Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

   17 full-time employees only

4. As of June 30, 2011, provide the underutilization for African Americans by category:

   0 Officials and Managers

   0 Professionals

   N/A 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 11 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.

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

No.

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

None.

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Illinois Law Enforcement Training and Standards Board

ADDRESS: 4500 South Sixth Street Road, Springfield, IL 62703

TELEPHONE NUMBER: 217-782-4540

AGENCY DIRECTOR: Kevin T. McClain

EEO OFFICER: Larry N. Smith

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Kevin T. McClain Date 10/25/11

Director

Larry N. Smith Date 10/25/11

EEO Officer

Received by CMS on 2011 OCT 31 A 8:19

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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) 738-5831

Individual's Mailing Address: P.O. Box 5488, Chicago IL 60680-5488

Individual's Email Address: mjamil@medicaldistrict.org

1. As of June 30, 2011, 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, 2011, 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, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

9

4. As of June 30, 2011, 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 11 budget allocation for these programs:
The Illinois Medical District Commission does not receive a State of Illinois General Revenue Fund appropriation. As such thee is no separate budge 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.

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

Not Applicable.

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

Not Applicable.

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Illinois Medical District Commission

ADDRESS: P.O. Box 5488, Chicago IL 60680-5488

TELEPHONE NUMBER: (312) 738-5831

AGENCY DIRECTOR: Samuel W. Pruett

EEO OFFICER: Mark S. Jamil

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Date 10-28-2011

Samuel W. Pruett, Executive Director

Date October 28, 2011

Mark S. Jamil, EEO Officer

Received by CMS on 2011 OCT 31 A 8:07

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.

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Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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: Douglas P. Wagner

Individual's Working Title: State Personnel Officer/EEO Officer

Individual's Phone Number: 217 761-3745

Individual's Mailing Address: 1301 N. MacArthur Blvd, Springfield, IL 62702

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

___1___ Officials and Managers

___2___ Professionals

___0___ Technicians

___4___ Protective Service Workers

___0___ Para-Professionals

___0___ Office and Clerical

___0___ Skilled Craft Workers

___11___ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

___6___ Officials and Managers

___50___ Professionals

___12___ Technicians

___77___ Protective Service Workers

___4___ Para-Professionals

___6___ Office and Clerical

___9___ Skilled Craft Workers

___94___ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

248

4. As of June 30, 2011, 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 11 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 EEO/AA Officer / Asst 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 hy 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.

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

No changes

10. 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.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Department of Military Affairs

ADDRESS: 1301 N. MacArthur Blvd. Springfield, IL 62702

TELEPHONE NUMBER: 217-761-3500

AGENCY DIRECTOR: William L. Enyart, MG, ILARNG, The Adjutant General

EEO OFFICER: Douglas P. Wagner, State Personnel Officer

This is to certify that the attached document represents the Hispanic Employment Plan Survey of this agency.

Director Date 10/27/11

EEO Officer Date 10/27/11

Received by CMS on 2011 OCT 24 A 7:55

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

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

Agency: **IL 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 IL 62702**

Individual's Email Address: Gloria.Williams@illinois.gov

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

___4___ Officials and Managers

___7___ Professionals

___0___ Technicians

___6___ Protective Service Workers

___3___ Para-Professionals

___3___ Office and Clerical

___1___ Skilled Craft Workers

___2___ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

__233__ Officials and Managers

__367__ Professionals

__49___ Technicians

__138__ Protective Service Workers

__57___ Para-Professionals

__41___ Office and Clerical

__10___ Skilled Craft Workers

__175__ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

1070 Full-time 51 Part-time 33 LOA

4. As of June 30, 2011, provide the underutilization for African Americans by category:

__2_____ Officials and Managers

__10_____ Professionals

___1____ Technicians

___11____ Protective Service Workers

___1____ Para-Professionals

___P____ Office and Clerical

___P____ Skilled Craft Workers

___10____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 11 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 and 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):

The IDNR is maintaining good relationships with professional minority organizations such as the National Association for the Advancement of Colored People (NAACP), Illinois Association of Minorities in Government (IAMG. The 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. In 2011, IDNR implemented an internship program for which Hispanics and African-Americans were highly recruited.

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 African American employees, such as annual training conference of the Illinois Association of Minorities in Government (IAMG).

b) 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.

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

The Agency minority goal continues to be a challenge. DHR has recommended that the Agency attempt to address underutilization.

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 underutilized. The department will continue to identify well-qualified African-Americans through the recruitment process; and as approved vacancies become available, we will fill accordingly.

9. 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 29 African American employees, as of June 30, 2011 there are 26 African American employees. This is largely due to attrition.

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

The agency needs an increased budget allocation to fill our vacancies.

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: IL DEPARTMENT OF NATURAL RESOURCES

ADDRESS: One Natural Resources Way, SPFLD, IL 62702

TELEPHONE NUMBER: 217-782-6302

AGENCY DIRECTOR: MARC MILLER

EEO OFFICER: Gloria Williams

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director Date 10-21-11

EEO Officer Date 10-21-11

2011 OCT 17 A 8:19

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.

DUE: Monday, October 31, 2011

RETURN TO: Department of Central Management Services
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503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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 N. Grand Avenue East, Springfield, IL 62702

Individual's Email Address: griffink@ipcb.state.il.us

1. As of June 30, 2011, 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, 2011, 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, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

_____23_____

4. As of June 30, 2011, 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 11 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.

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

IPCB will continue to utilize resources provided by IDHR.

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

Authorization to hire Officials/Managers where the Board has vacancies would greatly enhance our ability to seek qualified African Americans for these positions.

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Illinois Pollution Control Board

ADDRESS: 1021 N. Grand Avenue East , Springfield, Il 62702

TELEPHONE NUMBER: 217-524-8512

AGENCY DIRECTOR: G. Tanner Girard

EEO OFFICER: Kathryn L. Griffin

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

G. Tanner Girard

Date 10/13/2011

Director

Kathryn L. Griffin

Date 10/13/2011

EEO Officer

Received by CMS on 2011 NOV -1 P 3:30

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:

Lon Meltesen, 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: Kristene M. Callanta

Individual's Working Title: CFO

Individual's Phone Number: 312-814-3273

Individual's Mailing Address: 160 N. LaSalle, Suite N-506, Chicago, IL 60601

Individual's Email Address: kristene.callanta@illinois.gov

1. As of June 30, 2011, 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, 2011, 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, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

   2

4. As of June 30, 2011, 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 11 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 IPA currently has only 2 employees. The CFO was hired in January 2011 and the Director was appointed in October 2011. We will familiarize ourselves with the African American Employment Plan prior to making additional hiring decisions.

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 IPA currently has only 2 employees. The CFO was hired in January 2011 and the Director was appointed in October 2011. We will familiarize ourselves with the African American Employment Plan prior to making additional hiring decisions.

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:

There are currently no programs in place

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

We will familiarize ourselves with the Hiring and promotion Monitor requirements prior to hiring additional staff.

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 IPA currently has only 2 employees. No studies were conducted. There are no African American persons employed by the Agency.

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

No

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

Prior to making any additional hiring decisions, IPA will familiarize itself with the Hispanic Employment Plan

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY
CERTIFICATION

NAME OF AGENCY: Illinois Power Agency

ADDRESS: 160 N. LaSalle, Suite #N-506, Chicago, IL 60601

TELEPHONE NUMBER: (312) - 814-8106

AGENCY DIRECTOR: Arlene A. Juracek

EEO OFFICER: _____

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Arlene A. Juracek Date 11-8-11
Director

_____ Date _____
EEO Officer

Received by CMS on 2011 OCT -5 A 11: 08

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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: Nikki 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, 2011, 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

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

__3__ Officials and Managers

__4__ Professionals

_____ Technicians

_____ Protective Service Workers

__7__ Para-Professionals

__4__ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

18

4. As of June 30, 2011, 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 11 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):

Attending job fairs with the local Universities and creating of minority 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:

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

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

10. 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.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Illinois Prisoner Review Board

ADDRESS: 319 E. Madison, Suite A, Springfield, IL 62701

TELEPHONE NUMBER: 217-782-7273

AGENCY DIRECTOR: Adam Monreal

EEO OFFICER: Nikki Damhoff

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director Date 9/29/2011

EEO Officer Date 9/29/11

Received by CMS on
2011 OCT 31 A 8:20

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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: Louis Apostol

Individual's Working Title: Executive Director

Individual's Phone Number: 217/782-6076

Individual's Mailing Address: 402 Stratton Office Building, Springfield, IL 62706
Individual's Email Address: Louis.apostol@illinois.gov

1. As of June 30, 2011, 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

___0___ Para-Professionals

___0___ Office and Clerical

___0___ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

___4___ Officials and Managers

__14___ Professionals

_____ Technicians

_____ Protective Service Workers

___1___ Para-Professionals

___4___ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenanc

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

_____23_____

4. As of June 30, 2011, 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

   _____ Skilled Craft Workers

   _____ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 11 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 has been 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):

Notify qualified applicants of job opportunities at PTAB

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:

This monitor is part of our hiring package to be prepared when filling vacancies – CMS will not accept a new employee packet without this form.

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:

One African American Veteran who is on probationary status at this time

9. Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.
Recruited one African American Veteran who is currently on probation

10. Please provide any suggestions/recommendations for increasing the number of African Americans employed by your agency.
Notify qualified African American candidates of job opportunities at PTAB

Please attach additional sheets as necessary.

NAME OF AGENCY: Property Tax Appeal Board

ADDRESS: 402 Stratton Office Building, Springfiel,d IL 62706

TELEPHONE NUMBER: 217/782-6076

AGENCY DIRECTOR: Louis G. Apostol

EEO OFFICER: Becky Moody (Acting)

This is to certify that the attached document represents the African Ameriean Employment Plan Survey of this agency.

Director Date 10/13/2011

EEO Officer Date 10/17/2011

Received by CMS on 2011 OCT 31 A 10:50

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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 A. Tucker-Smith

Individual's Working Title: EEO/AA Officer

Individual's Phone Number: (312) 814-1041

Individual's Mailing Address: 122 S. Michigan Avenue, #2009, Chicago, IL 60603

Individual's Email Address: robin.tucker@illinois.gov

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

___39___ Officials and Managers

___85___ Professionals

___7___ Technicians

___n/a___ Protective Service Workers

___6___ Para-Professionals

___12___ Office and Clerical

___0___ Skilled Craft Workers

___1___ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

___310___ Officials and Managers

___595___ Professionals

___34___ Technicians

___n/a___ Protective Service Workers

___46___ Para-Professionals

___87___ Office and Clerical

___0___ Skilled Craft Workers

___10___ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

1,082

4. As of June 30, 2011, provide the underutilization for African Americans by category:

0 Officials and Managers

3 Professionals

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 11 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, Community Public Health Manager 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 hires and promotion monitor forms 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 African Americans

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 discus 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 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:

	FY10	FY11	+/-
Officials/Managers	42	39	-3
Professionals	78	87	+5
Technicians	7	7	0
Paraprofessionals	9	6	-3
Office/Clerical	14	12	-2
Skilled Craft Workers	1	0	-1
Service/Maintenance	1	1	0

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

- **There was an increase in the number of African Americans hired in the Professionals EEO job category and a decrease in Officials/Managers, Paraprofessionals, Office/Clerical and Skilled Craft Worker categories.**

- **In FY11 underutilization numbers relative to African Americans hires and promotions decreased by from 5 to 3.**

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

IDPH continues to work closely with and enhance relationships with African American professional and community-based organizations.

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: **Illinois Department of Public Health**

ADDRESS: **122 S. Michigan Avenue, #2009, Chicago, IL 60603**

TELEPHONE NUMBER: **(312) 814-1041**

AGENCY DIRECTOR: **Craig Conover, M.D., M.P.H., Acting Director**

EEO OFFICER: **Robin Tucker-Smith**

This is to certify that the attached document represents the Hispanic Employment Plan Survey of this agency.

_____ Date 10/28/11

Director

_____ Date 10/28/11

EEO Officer

Received by CMS on
2011 OCT 17 A 8:20

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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: **Madonna Wallace**

Individual's Working Title: **Executive Assistant**

Individual's Phone Number: **312-814-8634**

Individual's Mailing Address: **JRTC, 100 W. RANDOLPH, 7TH FLOOR**
Individual's Email Address: **madonna.wallace@illinois.gov**

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

___**0**___Officials and Managers

___**0**___Professionals

__**n/a**__Technicians

__**n/a**__Protective Service Workers

___**0**___Para-Professionals

___**1**___Office and Clerical

___**2**___Skilled Craft Workers

__**n/a**__Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

___**7**___Officials and Managers

__**16**___Professionals

__**n/a**__Technicians

__**n/a**__Protective Service Workers

___**2**___Para-Professionals

__**11**___Office and Clerical

__**20**___Skilled Craft Workers

__**n/a**__Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:
__**52**___

4. As of June 30, 2011, provide the underutilization for African Americans by category:

___**0**___Officials and Managers

___**1**___Professionals

__**n/a**__Technicians

__**n/a**__Protective Service Workers

___**0**___Para-Professionals

___**0**___Office and Clerical

___**0**___Skilled Craft Workers

__**n/a**__Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 11 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?

Beginning July 1, 2009, the Racing Board works directly with CMS and A&R shared services, meeting monthly with shared services personnel to discuss personnel-related and other matters of importance to the Board. Shared Services will be guiding the Board in all hiring, interviewing and recruitment matters as described in the DOR 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):

See 7(b)

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:

There is no specific structure outside the normal CMS programs and process geared exclusively toward African American employees.

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

By utilizing Shared Services for hiring and staffing, the Board expects to receive any appropriate training and guidance on Hiring and Promotion Monitor requirements.

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

There have not been any recommendations 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:

No studies have yet been performed.

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

No African Americans applied.

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

The agency would like to encourage their membership to get their names on the CMS eligible list.

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY:	**RACING BOARD**
ADDRESS:	**JRTC, 100 W. Randolph, Chicago, Illinois**
TELEPHONE NUMBER:	**312-814-8634**
AGENCY DIRECTOR:	**Marc Laino**
EEO OFFICER:	**Jacqueline Clisham**

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director Date 10/11/11

EEO Officer Date 10/5/11

Received by CMS on
2011 OCT 31 A 10:09

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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 Street, MC 3-380, Springfield, Illinois

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

1. **As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:**

__17__ Officials and Managers

__165__ Professionals

__40__ Technicians

__2__ Protective Service Workers

__20__ Para-Professionals

__26__ Office and Clerical

__0__ Skilled Craft Workers

__3__ Service-Maintenance

2. **As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:**

__315__ Officials and Managers

__1114__ Professionals

__199__ Technicians

__14__ Protective Service Workers

__149__ Para-Professionals

__156__ Office and Clerical

__10__ Skilled Craft Workers

__11__ Service-Maintenance

3. **As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:**

2010

4. **As of June 30, 2011, provide the underutilization for African Americans by category:**

___1___ Officials and Managers

_____ Professionals

_____ 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 11 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 Services 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 Administrative & Regulatory Shared Services Recruitment and Selection staff follows the prescribe 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 of the State of Illinois employees at no cost. CMS also sponsors training programs in a variety of subject matters and administers 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 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, 2011 the Department of Revenue employed 1965 employees. Of the 1965 employees 250 or 12.72% were African Americans.

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

As of June 30, 2010, the Department of Revenue employed 1886 employees. Of the 1886 employees 244 or 12.94% were African American.

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

The Department of Revenue encourages minorities and disabled employees and non-employees to secure grades from CMS for positions that they may be interested in and to apply when those openings are posted.

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY
CERTIFICATION

NAME OF AGENCY: Department of Revenue

ADDRESS: 101 West Jefferson, Springfield, Illinois

TELEPHONE NUMBER: 217-524-9210

AGENCY DIRECTOR: Brian Hamer

EEO OFFICER: Ruby Taylor

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Brian Hamer Date 10·28·11
Director by Lainie [illegible]

Ruby Taylor Date 2011/28/10
EEO Officer

Received by CMS on 2011 OCT 31 P 2:59

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: Monday, October 31, 2011

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Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

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

Agency: The Illinois Sentencing Policy Advisory Council

Name of Individual Completing Survey: Kathy Saltmarsh

Individual's Working Title: Executive Director

Individual's Phone Number: 217-558-47498

Individual's Mailing Address: 401 S. Spring, Stratton Suite 704, Springfield, 62706

Individual's Email Address: Kathy.saltmarsh@illinois.gov

1. As of June 30, 2011, 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

_____ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

___2___ Officials and Managers

_____ Professionals

_____ Technicians

_____ Protective Service Workers

_____ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

2

4. As of June 30, 2011, provide the underutilization for African Americans by category: N/A

_____ 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 11 budget allocation for these programs:

This agency is supported by DOC and ICJIA. We do not have a stand alone budget 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?

Administrative support is provided by Public Safety Shared Services. The ED is soley responsible for hiring and depends on the expertise of the shared services HR staff to ensure compliance with all employment related mandates, including those of the AAEP.

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):

Due to funding limitations there has been no opportunity to recruit or hire employees other than the senior policy advisor who is African-American.

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:

Due to the nature of this agency's work, we do not deal directly with the public. The agency has only been staffed for one year so career or self-development training has not been offered.

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

N/A due to funding limitations that preclude hiring or 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:

This agency has only been staffed for one year, therefore there has been no monitoring or hiring other than the senior policy advisor position which is currently held by an African-American woman.

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

See answer to #8.

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

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Illinois Sentencing Policy Advisory Council

ADDRESS: 401 S. Spring, Stratton Ste 704, Springfield, 62706

TELEPHONE NUMBER: 217-558-4749

AGENCY DIRECTOR: Kathryn Saltmarsh

EEO OFFICER: Kathryn Saltmarsh

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Kathryn Saltmarsh Date 10-31-11
Director

Kathryn Saltmarsh Date 10-31-11
EEO Officer

Received by CMS on 2011 OCT 31 A 8:17

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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, 2011, 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

__1__ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

__25__ Officials and Managers

__57__ Professionals

__22__ Technicians

__15__ Protective Service Workers

__3__ Para-Professionals

__4__ Office and Clerical

_____ Skilled Craft Workers

__2__ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

_139_ (includes 11 part-time employees)

4. As of June 30, 2011, 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 11 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 Service 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 Service 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.

c) 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.

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

No changes.

10. 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.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Office of the Illinois State Fire Marshal

ADDRESS: 1035 Stevenson Drive, Springfield, IL 62703-4259

TELEPHONE NUMBER: 217/558-1750

AGENCY DIRECTOR: Lawrence T. Matkaitis

EEO OFFICER: Jodi Schrage

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Lawrence T. Matkaitis Date 10/27/11
Director

Jodi Schrage Date 10/27/11
EEO Officer

Received by CMS on 2011 OCT 31 A 8:13

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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: **Lt. William P. Colbrook**

Individual's Working Title: **Interim Chief EEO Officer**

Individual's Phone Number: **(217) 782-1282**

Individual's Mailing Address: **801 S. 7th Street, Suite 100-S, Springfield, IL 62794**

Individual's Email Address: **William_Colbrook@isp.state.il.us**

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

   12 Officials and Managers

   40 Professionals

   36 Technicians

   163 Protective Service Workers

   23 Para-Professionals

   21 Office and Clerical

   0 Skilled Craft Workers

   3 Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

   211 Officials and Managers

   585 Professionals

   391 Technicians

   1536 Protective Service Workers

   127 Para-Professionals

   235 Office and Clerical

   8 Skilled Craft Workers

   28 Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

   3,121

4. As of June 30, 2011, provide the underutilization for African Americans by category:

   -1 Officials and Managers

   -22 Professionals

   -7 Technicians

   -29 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 11 budget allocation for these programs:
   The Illinois State Police Recruitment Section attended 34 career fairs during FY11 to identify and target African American candidates. Although a specific budget allocation was not established, the Illinois State Police spent $7100 in fees to attend these recruitment events and advertising expenses.

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 or 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 FY11 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 FY11, there were 11 opportunities to hire/promote minorities in underutilized categories of African American, Hispanic, Asian and Native American; 5 or 45 percent addressed underutilization. There were also 5 opportunities to hire/promote females in the underutilized category; 3 or 60 percent addressed underutilization.

9. Were there any increases or decreases in those levels from the prior year? If so, please provide specific details.
In FY11, there were 3 less opportunities to hire/promote in underutilized categories than in FY10.

10. 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 FY12 Annual Equal Employment Opportunity Plan (see Attachment #2) to recruit qualified minorities for sworn and civilian positions.

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: **Illinois State Police**

ADDRESS: **801 S. 7th Street, Suite 100-S, Springfield, IL 62794**

TELEPHONE NUMBER: **(217) 782-1282**

AGENCY DIRECTOR: **Director Hiram Grau**

EEO OFFICER: **Lt. William P. Colbrook**

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Hiram Grau Date 10/28/11
Director

Lt. W P. Colbrook Date 10/26/11
EEO Officer

State African American Employment Plan Survey
Attachment #1

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

State African American Employment Plan Survey
Attachment #2

FY12 EEO and Recruitment Numeric Goals

AREAS TO BE ADDRESSED FOR SWORN PERSONNEL:

Sworn Underutilization of 76 women.

Sworn Underutilization of 52 minorities.

Code and Sworn Combined Underutilization of 16 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 **198 female officers**, only **21 are African American**, **17 are Hispanic**, and **3 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 Unit Manager 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 Unit Manager or designee.
   Target Date: Ongoing

3. Information will be disseminated to Department personnel and College Intern Coordinators in an effort 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 Unit Manager or designee.
   Target Date: December 2011

4. The Interim Chief EEO Officer and Recruitment Unit Manager 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: Interim Chief EEO Officer or designee, and Recruitment Unit Manager or designee.
   Target Date: March 2012 and September 2012

5. Develop a proposal for design and implementation of a Recruitment smart-phone application used to notify potential internships of information and deadlines as deemed by the Department.
   Monitoring Procedure: When requested, provide copies of the proposal.
   Responsibility: Interim Chief EEO Officer or designee, and Recruitment Unit Manager or designee.
   Target Date: June 2012

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 Unit Manager 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 Unit Manager 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 Unit Manager or designee.
   Target Date: June 2012

4. Develop a proposal for design and implementation of a Recruitment smart-phone application used to notify potential applicants of testing, career fairs and other information as deemed by the Department.
   Monitoring Procedure: When requested, provide copies of the proposal.
   Responsibility: Interim Chief EEO Officer or designee, and Recruitment Unit Manager or designee.
   Target Date: June 2012

5. 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 Unit Manager or designee.
   Target Date: September 2012

6. 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: Interim 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 Unit Manager 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 Unit Manager or designee.
   Target Date: Ongoing

3. Maintain a partnership with ACAP (Army Career and Alumni Program) to encourage military female enlistees, junior officers and returning veterans to pursue a career with the ISP.
   Monitoring Procedure: When requested, provide site links.
   Responsibility: Recruitment Unit Manager or designee.
   Target Date: December 2011

4. The Interim 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: Interim Chief EEO Officer or designee, and Recruitment Unit Manager or designee.
   Target Date: March 2012 and September 2012

5. Develop a proposal for design and implementation of a Recruitment smart-phone application used to notify potential applicants of testing, career fairs and other information as deemed by the Department.
   Monitoring Procedure: When requested, provide copies of the proposal.
   Responsibility: Interim Chief EEO Officer or designee, and Recruitment Unit Manager or designee.
   Target Date: June 2012

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 Unit Manager 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 Unit Manager or designee.
   Target Date: Ongoing

3. Maintain a partnership with ACAP (Army Career and Alumni Program) to encourage military minority enlistees, junior officers and returning veterans to pursue a career with the ISP.
   Monitoring Procedure: When requested, provide site links.
   Responsibility: Recruitment Unit Manager or designee.
   Target Date: December 2011

3. The Interim Chief EEO Officer and Recruitment Unit Manager will meet semi-annually to review the effectiveness of our sworn recruitment efforts.
   Monitoring Procedure: When requested, provide meeting dates and topics.
   Responsibility: Interim Chief EEO Officer or designee and Recruitment Unit Manager or designee.
   Target Date: March 2012 and September 2012

4. Develop a proposal for design and implementation of a Recruitment smart-phone application used to notify potential applicants of testing, career fairs and other information as deemed by the Department.
   Monitoring Procedure: When requested, provide copies of the proposal.
   Responsibility: Interim Chief EEO Officer or designee, and Recruitment Unit Manager or designee.
   Target Date: June 2012

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 Unit Manager or designee.
   Target Date: Ongoing

2. The Interim 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: Interim Chief EEO Officer or designee.
   Target Date: Ongoing

3. The Interim Chief EEO Officer will ensure managers are aware of their duties and responsibilities under the Department's EEO policies and procedures in regard to the Sworn Interview and Selection process.
   Monitoring Procedure: When requested, provide copies of sworn promotional recommendations.
   Responsibility: Interim Chief EEO Officer or designee.
   Target Date: Ongoing

4. A file will be maintained to track and analyze all sworn promotions from FY03 forward.
   Monitoring Procedure: When requested, provide information from database.
   Responsibility: Interim Chief EEO Officer or designee.
   Target Date: Ongoing

5. The Interim Chief EEO Officer will meet with the First Deputy Director on a regular 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: Interim Chief EEO Officer or designee.
   Target Date: Ongoing

AREAS TO BE ADDRESSED FOR CODE PERSONNEL:

Code Underutilization of 18 females.

Code Underutilization of 61 minorities.

Code and Sworn Combined Underutilization of 16 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 Unit Manager will disseminate job opportunity brochures for code positions 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 Unit Manager or designee.
   Target Date: Ongoing

2. The Recruitment Unit 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.
   Monitoring Procedure: When requested, provide information regarding recruiting efforts discussed.
   Responsibility: Recruitment Unit Manager 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 Unit Manager or designee.
   Target Date: June 2012

4. The Interim Chief EEO Officer and Recruitment Unit Manager 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: Interim Chief EEO Officer or designee and Recruitment Unit Manager or designee.
   Target Date: March 2012 and September 2012

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 Unit Manager will disseminate job opportunity brochures for code positions to various disability advocacy groups to reach additional qualified disabled candidates.
   Monitoring Procedure: When requested, provide links to sites.
   Responsibility: Recruitment Unit Manager or designee.
   Target Date: Ongoing

2. The Recruitment Unit Manager 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 Unit Manager or designee.
   Target Date: Ongoing

3. The Interim 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: Interim Chief EEO Officer or designee.
   Target Date: Ongoing

4. The Interim Chief EEO Officer and Recruitment Unit Manager 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: Interim Chief EEO Officer or designee and Recruitment Unit Manager or designee.
   Target Date: March 2012 and September 2012

Received by CMS OCT 31 P 12:11

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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: CFO/PO/EEO

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, 2011, 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, 2011, 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, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

___5_____

4. As of June 30, 2011, 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 11 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?
_____N/A_____

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:
N/A

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

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

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

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

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: Il State Police Merit Board

ADDRESS: 531 Sangamon Avenue East, Springfield, Illinois 62702

TELEPHONE NUMBER: (217) 786-6244

AGENCY DIRECTOR: Ronald P. Cooley

EEO OFFICER: Melinda G. Gutierrez

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Ronald P. Cooley Date October 31, 2011
Director

Melinda G. Gutierrez Date October 31, 2011
EEO Officer

ILLINOIS STATE POLICE
MERIT BOARD

531 Sangamon Avenue East
Springfield, Illinois 62702

Telephone # (217) 786-6244
Fax # (217) 786-0181

DATE: 10/31/11
TO: COEY FOSTER
FROM:
RE: AA & HISPANIC PLANS

12 # of pages including this cover

- [x] As per our conversation
- [ ] Per your request
- [ ] Take necessary action
- [ ] For your approval
- [ ] For your information
- [ ] For your comments

If you have any questions or comments you may contact me @ (217) 786-6244

TXS, Melinda

This facsimile contains privileged and confidential information intended only for the use of the addressee(s) named above. If you are not the intended recipient of this facsimile, or the employee or agent responsible for delivering it to the intended recipient, you are hereby notified that any dissemination or copying of this facsimile is strictly prohibited. If you have received this facsimile in error, please notify us immediately by telephone and return the original facsimile to us at the above address via the U. S. Postal Service. Thank You.

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2011 OCT -7 P 12:20

State African Ameriean 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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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: *Denise Connelly*

Individual's Working Title: Human Resources Manager

Individual's Phone Number: *(217)785-7018*

Individual's Mailing Address: P.O. Box 19255, Springfield, IL 62794-9255

Individual's Email Address: denise.connelly@srs.illinois.gov

1. As of June 30, 2011, 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, 2011, provide the number of funded positions within each of the following EEOC categories:

___19___ Officials and Managers

___39___ Professionals

___11___ Technicians

____0___ Protective Service Workers

___8___ Para-Professionals

___13___ Office and Clerical

___1___ Skilled Craft Workers

___0___ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

4. As of June 30, 2011, 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 11 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 a 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 90-95 staff at any given time and the numbers are easily monitored by Human Resources.

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

No

10. 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.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: *State Employees' Retirement System*

ADDRESS: *2101 S. Veterans Pkwy., Springfield, IL 62704*

TELEPHONE NUMBER: *(217)785-7018*

AGENCY DIRECTOR: *Timothy B. Blair*

EEO OFFICER: *Denise Connelly*

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Timothy B. Blair Date 10-5-2011
Director

Denise Connelly Date 10-5-11
EEO Officer

Received by CMS on 2011 OCT 31 A 10:38

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.

DUE: Monday, October 31, 2011

RETURN TO:
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503 Stratton Office Building
Springfield, IL 62706
Phone: 217/524-8773
Fax: 217/558-4497
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

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

Agency: IL Torture Inquiry & Relief Commission

Name of Individual Completing Survey: Dr. Ewa I. Ewa

Individual's Working Title: Chief Financial Officer/Personnel Director/EEO Officer

Individual's Phone Number: 312-814-6269

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

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

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

___0___ Officials and Managers

_____ Professionals

_____ Technicians

_____ Protective Service Workers

___0___ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

___1___ Officials and Managers

_____ Professionals

_____ Technicians

_____ Protective Service Workers

___1___ Para-Professionals

_____ Office and Clerical

_____ Skilled Craft Workers

_____ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

2

4. As of June 30, 2011, provide the underutilization for African Americans by category:

0 Officials and Managers

_____ Professionals

_____ Technicians

_____ Protective Service Workers

0 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 11 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?

N/A

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:

N/A

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:

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

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

N/A

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

N/A

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: IL Torture Inquiry & Relief Commission

ADDRESS: 160 N. LaSalle St., Rm 506, Chicago, IL 60601

TELEPHONE NUMBER: 312-814-4662

AGENCY DIRECTOR: David C. Thomas

EEO OFFICER: Dr. Ewa I Ewa

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

M. Keith Chambers Date 10/28/11
Director

Date 10/28/11
EEO Officer

Received by CMS on 2011 NOV -2 A 11:46

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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Email: nancy.pedrucci@illinois.gov

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Lon Meltesen, 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: Chief of Diversity Recruitment and Outreach

Individual's Phone Number: 217-782-2545

Individual's Mailing Address: 2300 S. Dirksen Parkway
Springfield, IL 62764

Individual's Email Address: Lesa.Branham@Illinois.gov

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

   - **Numbers indicated on the chart DO NOT include 38 Truck Weight Inspectors (TWI).**

EEOC CATEGORY	FTP
Officials & Managers	81
Professionals	182
Technicians	59
Protective Serv. Wkrs.	N/A
Para-Professionals	30
Office & Clerical	5
Skilled Craft Workers	4
Service Maintenance	135

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

   - **These figures represent paid FTP only. Funded position data is not available for June 30, 2011.**

EEOC CATEGORY	FTP
Officials & Managers	1056
Professionals	1470
Technicians	602
Protective Serv. Wkrs.	N/A
Para-Professionals	215
Office & Clerical	68
Skilled Craft Workers	67
Service Maintenance	1754

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

   FTP = 5,270 (includes 38 TWI); PPT = 29; LOA = 205 (includes 2 suspensions)

4. As of June 30, 2011, provide the underutilization for African Americans by category:

   - **(These numbers reflect underutilization numbers for current fiscal year – FY 2012)**

   __11____ Officials and Managers

   ___P____ Professionals

   ___7____ Technicians

   __N/A___ Protective Service Workers

   ___1____ Para-Professionals

   ___P____ Office and Clerical

   ___P____ Skilled Craft Workers

   ___54___ Service-Maintenance

5. Does your agency provide budget allocations for African American Employment Programs? If yes, provide FY 11 budget allocation for these programs:

   No. There is a budgeted amount for all underutilized categories. FY 11 budget allocation was $633,800.00.

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?

   1) **Developed an internal Engineer Technician Recruitment Taskforce of management staff to oversee components of recruitment outreach for the Engineer Technician position.**
   2) **Developed and implemented, in partnership with the Illinois Tollway, the first Diversity Symposium. The purpose is to reach out to diverse community organizations that are advocates for underutilized persons seeking employment. These organizations participated in a discussion with IDOT and the Tollway to determine the best way to connect with the clients they serve and to understand actual or perceived barriers to employment. This group will collaborate with IDOT and the Tollway on ways to address those barriers.**
   3) **IDOT's multi-year Strategic Plan indicates a high priority will be given to the recruitment of qualified, diverse employees. The Diversity**

Recruitment and Outreach Office has been created to use various methods in recruiting individuals from under-represented groups using various mechanisms. Although several job classifications will be recruited, special emphasis will be placed on increasing the diversity in the Civil Engineer Trainee, Engineer Technician, and Highway Maintainer applicant pools.

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 opportunities 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 Recruitment Taskforce 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 harriers.**
   6. **Informational sessions given routinely at local community colleges (i.e. Olivc Harvey, Prairie State, etc.) to provide necessary information on application procedures for the Highway Maintainer permanent position and application information for the IDOT temporary Highway Maintainer "Snowbird" position.**

7. **Partnerships through the above listed outreach efforts, committees, and projects with Illinois Department of Employment Security (IDES), Illinois Department of Veterans' Affairs (IDVA), Secretary of State (SOS), Central Management Services (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) **The Growth and Training of Employees (GATE) program provides courses that develop skills to increase employee competence. Participants learn how to work in diverse groups, improve productivity, increase communication skills, and understand IDOT Departmental policies and regulations. GATE courses such as communicating through colors, effective interviewing, etc., are directed at both personal growth and leadership techniques. GATE training establishes a more professional work environment, improves productivity, and is IDOT-relevant to ensure that our work force projects a more professional public image.**

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:

IDOT has not received any 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:

Count of monitors: 426
African Americans: 83 (60 BM and 23 BF)
Concur: 412
Non-concur: 14

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.

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

- **(The numbers indicated below DO NOT include Truck Weight Inspectors, hired by Illinois State Police, funded by IDOT).**
- *** Reported YTD in FY '10 report.**

New Hires FY '09: 27 **Total African American Employees**
New Hires FY '10: 32***Total African American Employees (FTP)**
New Hires FY '11: 92 **Total African American Employees (FTP)**
***(Year to Date hires – since 7-1-2011 for African American Employees = 40)**

Total African American Employees:

FY '09: 408
FY '10: 421* **Representing 8.3% of the total employed (FTP)**
FY '11: 496 **Representing 9.48% of the total employed (FTP)**

10. 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 towards 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 Maintainer and Snowbirds with IDOT.**
- **Continue to award 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 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.**
- **Market and advertise the Highway Maintainer position through diverse and bilingual radio broadcasting and bilingual newspapers.**
- **Partner with schools and community colleges that have high enrollment of underutilized populations to have recurring information sessions on careers at IDOT.**

Please attach additional sheets as necessary and be sure to complete the Certification form on the next page.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: ILLINOIS DEPARTMENT OF TRANSPORTATION

ADDRESS: 2300 S. DIRKSEN PARKWAY
SPRINGFIELD, IL 62764

TELEPHONE NUMBER: 217-782-2545

AGENCY DIRECTOR: ANN SCHNEIDER

EEO OFFICER: ELLEN SCHANZLE-HASKINS

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Ann L. Schneider Date 11-1-11
Director

Ellen Schanzle-Haskins Date 11-1-11
EEO Officer

Received by CMS on 2011 OCT 27 A 8:41

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

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

Agency: Department of Veterans' Affairs

Name of Individual Completing Survey: Mary Keen

Individual's Working Title: EEO Officer

Individual's Phone Number: 217/557-5667

Individual's Mailing Address: 833. S. Spring, Springfield, IL 62794

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

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

__5__ Officials and Managers

__20__ Professionals

__30__ Technicians

__5__ Protective Service Workers

__80__ Para-Professionals

__3__ Office and Clerical

__0__ Skilled Craft Workers

__16__ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

__58__ Officials and Managers

__238__ Professionals

__216__ Technicians

__18__ Protective Service Workers

__451__ Para-Professionals

__43__ Office and Clerical

__30__ Skilled Craft Workers

__223__ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's: **1277**

4. As of June 30, 2011, provide the underutilization for African Americans by category:

_____ Officials and Managers

_____ Professionals

_____ Technicians

_____ Protective Service Workers

__13__ 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 11 budget allocation for these programs:

The Department employees a full time EEO Officer who among other duties, is tasked to address the underutilization of African American by developing relationships with African American organizations and promoting the vacancy opportunity that exist within the 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?

All Human Resources staff are aware of the need for a diverse work force. Recruitment is done specifically for this population. Employees who are involved in the hiring process are Rutan trained, and barring the lack of candidates who have Union rights to positions, the underutilization of African Americans are addressed.

The use of the Hiring Monitor is closely reviewed by the EEO Officer to determine that underutilization has been addressed when there is an opportunity.

7. List all agency activities undertaken in implementing the State African American Employment Plan: **Quarterly affirmative action plans are prepared to analyze the Department's underutilization of African Americans.**

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

The Department has been involved in job fairs located in predominately African American Communities.

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 had an information table set up at the Illinois Minorities in Government conference, providing information to current State employees about the Agency.

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

Monitored by the EEO Officer prior to hire date; approved by Director. Continuous contact and training with Human Resources staff.

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:

IDVA is underutilized by 13 African American paraprofessionals in Region 8.

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

Increase in underutilization in the paraprofessional category by 10 employees; decrease from past underutilization in the technician category.

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

Locate recruitment resources that target the African American population.

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: IL Department of Veterans' Affairs

ADDRESS: 833 S. Spring, Springfield, IL 62794

TELEPHONE NUMBER: 217/782-6641

AGENCY DIRECTOR: Erica Borggren

EEO OFFICER: Mary Keen

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Director Date 10-25-11

EEO Officer Date 10.25.11

Received by CMS on _____
2011 OCT -7 P 12:19

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: Monday, October 31, 2011

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
Email: nancy.pedrucci@illinois.gov

Questions may be directed to Cory Foster, CMS-Personnel at 312/814-3844 or cory.foster@illinois.gov.

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

Lon Meltesen, 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 W. RANDOLPH ST. 8TH FL. CHICAHO, IL 60601
Individual's Email Address:___AMAXEY@ILLINOIS.GOV _____

1. As of June 30, 2011, provide the number of African Americans employed within each of the following EEOC categories:

___9____ Officials and Managers

__15_____ Professionals

___2____ Technicians

___0____ Protective Service Workers

___3____ Para-Professionals

__23_____ Office and Clerical

___0____ Skilled Craft Workers

___1____ Service-Maintenance

2. As of June 30, 2011, provide the number of funded positions within each of the following EEOC categories:

___26____ Officials and Managers

___76____ Professionals

____4___ Technicians

____0___ Protective Service Workers

____6___ Para-Professionals

___59____ Office and Clerical

____0___ Skilled Craft Workers

____2___ Service-Maintenance

3. As of June 30, 2011, provide total number of agency employees on board; include full-time, part-time and LOA's:

4. As of June 30, 2011, 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 11 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?

___Hiring agents are kept abreast of IWCC's underutilizations. _____

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:

___All employees of IWCC are offered tuition re-imbursement and the opportunity to participate in Upward Mobility if they are qualified._____

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 submitted for all coded permanent positions to CMS and all Monitors are viewed by IDHR._____

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:

____Annual Summary of Workforce Analysis alerts us to any underutilization issues.

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

No

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

IWCC is currently compliant but will increase efforts to hire African Americans if the need arise.

Please attach additional sheets as necessary.

AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY CERTIFICATION

NAME OF AGENCY: ILLINOIS WORKERS' COMPENSATION COMMISSION

ADDRESS: 100 W. RANDOLPH ST. 8TH FL., CHICAGO, IL 60601

TELEPHONE NUMBER: 312-814-6632

AGENCY DIRECTOR: Mitch Weisz

EEO OFFICER: Alma Maxey

This is to certify that the attached document represents the African American Employment Plan Survey of this agency.

Mitch Weisz (ALM) Date 10/4/11
Director

Alma Maxey Date 10/4/11
EEO Officer

Appendix 4

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department on Aging

Acting Director: Michael Gelder **EEO/AA Officer:** Sara Han

Agency Workforce: 150 **Fiscal Year:** 2011

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

Agency at parity for all affirmative action groups.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Agriculture

Director: Thomas Jennings **EEO/AA Officer:** Brent Eggleston

Agency Workforce: 427 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 15 African Americans, 1 Hispanic and 43 females. For minorities, there were no opportunities to address these goals. For females, there were no opportunities to address this goal. This agency is underutilized by 12 people with disabilities.

SECOND QUARTER (*10/1/10* THROUGH *12/31/10*)

As of 10/1/10, agency underutilization was 15 African Americans, 1 Hispanic and 43 Females. For minorities, during this quarter, there were 5 opportunities and 2 or 40% (2 African Americans) addressed these goals. For females, there were 3 opportunities and 1 or 33% addressed this goal. This agency is underutililized by 10 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 13 African Americans, 1 Hispanic and 42 Females. For minorities, during this quarter, there were 2 opportunities that did not address these goals. For females, there were 4 opportunities and 2 or 50% addressed addressed this goal. This agency is underutililized by 10 people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11)*

As of 4/1/11, agency underutilization was 13 African Americans, 1 Hispanic and 40 Females. For minorities, during the quarter, there were no opportunities to address these goals. For females, there was 1 opportunity and 1 or 100% addressed this goal. This agency is underutililized by 9 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 15 African Americans, 1 Hispanic and 43 Females For minorities, during the year, there were 7 opportunities and 2 or 29% (2 African Americans) addressed these goals. For females, there were 8 opportunities and 4 or 50% the addressed this goal. This agency is underutilized by 9 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Arts Council

Executive Director: Terry A. Scrogum **EEO/AA Officer:** Romie Muñoz

Agency Workforce: 16 **Fiscal Year:** 2011

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

Agency at parity for all affirmative action groups.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Capital Development Board

Executive Director: Jim Underwood **EEO/AA Officer:** Heather Humphrey

Agency Workforce: 124 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *3/31/11*)

Agency underutilization at the beginning of FY11 was 2 African Americans, 1 Hispanic and 18 Females. During these quarters there were no opportunities to address the minority and female goals. This agency is underutililized by 5 people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11)*

As of 4/1/11, agency underutilization was 2 African Americans, 1 Hispanic and 18 Females. For minorities, during this quarter, there was 1 opportunity that did not address these goals. For females, there were no opportunities to address this goal. This agency is underutililized by 5 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 2 African Americans, 1 Hispanic and 18 Females. For minorities, during the year, there was 1 opporuntity that did not address these goals. For females, there were no opportunities to address this goal. This agency is underutililized by 5 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*Too few opportunities to address the minority and female goals.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Central Management Services

Acting Director: Malcolm Weems **EEO/AA Officer:** Fred Stewart, II

Agency Workforce: 1,379 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 7 African Americans, 8 Hispanics, 45 Females and 1 Asian. For minorities, during this quarter, there were 2 opportunities and 1 or 50% (1 African American) addressed these goals. For females, there was 1 opportunity and 1 or 100% addressed this goal. This agency is underutililized by 28 people with disabilities.

SECOND QUARTER (*10/1/10* THROUGH *12/31/10*)

As of 10/1/10, agency underutilization was 7 African Americans, 8 Hispanics, 44 Females and 1 Asian. For minorities, during this quarter, there were no opportunities to address these goals. For females, there was 1 opportunity and 1 or 100% addressed this goal. This agency is underutililized by 27 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 6 African Americans, 8 Hispanics, 43 Females and 1 Asian. For minorities, during this quarter, there were 7 opportunities that did not address these goals. For females, there were 8 opportunities and 1 or 13% addressed this goal. This agency is underutililized by 27 people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11)*

As of 4/1/11, agency underutilization was 6 African Americans, 8 Hispanics, 42 Females and 1 Asian. For minorities, during this quarter, there were 5 opportunities and 2 or 40% (2 African Americans) addressed these goals. For females, there were 6 opportunities and 1 or 17% addressed this goal. This agency is at parity for people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 7 African Americans, 8 Hispanics, 45 Females and 1 Asian. For minorities, during the year, there were 14 opportunities and 3 or 21% (3 African Americans) addressed these goals. For females, there were 16 opportunities and 4 or 25% addressed this goal. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [ ] Agency in non-compliance [X]

RECOMMENDATIONS/COMMENTS

The agency met the Department of Human Rights standard of 21% performance in addressing minority goals. It failed to meet the DHR standard of 37% performance in addressing female goals. Pursuant to Section 7-105 (H) of the Human Rights Act, the agency will be required to continue the training program to address its goals.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Children and Family Services

Director: Erwin McEwen **Interim EEO/AA Officer:** Rochelle Crump

Agency Workforce: 2,900 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 1 African American,11 Hispanics, and 45 Asians. For minorities, during this quarter, there were 2 opportunities and 1 or 50% (1 Hispanic) addressed these goals. Agency is at parity for females. This agency is at underutlized by 241 people with disabilities.

SECOND QUARTER (*10/1/10* THROUGH *12/31/10*)

As of 10/1/10, agency underutilization was 1 African American, 10 Hispanics and 45 Asians. For minorities, during this quarter, there were 3 opportunities and 1 or 33% (1 Asian) addressed these goals. This agency is underutililized by 241 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 1 African American, 10 Hispanics and 44 Asians. For minorities, during this quarter, there were 7 opportunities and 1 or 14% (1 Asian) addressed these goals. This agency is underutililized by 241 people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11)*

As of 4/1/11, agency underutilization was 1 African American, 10 Hispanics and 43 Asians. For minorities, during this quarter, there were 10 opportunities and 3 or 30% (3 Asians) addressed these goals. This agency is underutililized by 241 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Agency underutilization at the beginning of FY11 was 1 African American,11 Hispanics, and 45 Asians. For minorities, during the year, there were 22 opportunities and 6 or 27% (1 Hispanic and 5 Asians) addressed these goals. This agency is at parity for females. This agency is underutililized by 241 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

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:** 2011

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

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: 431 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 1 African American, 1 Hispanic, 1 Female and 3 Asians. For minorities, during this quarter, there were 4 opportunities and none addressed these goals. For females, there were no opportunities to address this goal. This agency is underutilized by 13 people with disabilities.

SECOND QUARTER (*10/1/10* THROUGH *12/31/10*)

As of 10/1/10, agency underutilization was 1 African American, 1 Hispanic, 1 Female and 3 Asians. For minorities, during this quarter, there was 1 opportunity that did not address these goals. For females, there was 1 opportunity that did not address this goal. This agency is underutililized by 13 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 1 African American, 1 Hispanic, 1 Female and 3 Asians. For minorities, during this quarter, there was 1 opportunity that did not address these goals. For females, there were no opportunities to address this goal. This agency is underutililized by 13 people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11)*

As of 4/1/11, agency underutilization was 1 African American, 1 Hispanic, 1 Female and 3 Asians. For minorities, during this quarter, there were no opportunities to address these goals. For females, there were no opportunities to address this goal. This agency is underutilized by 3 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 1 African American, 1 Hispanic, 1 Female and 3 Asians. For minorities, during the year, there were 6 opportunities that did not address these goals. For females, there was 1 opportunity that did not address this goal. This agency is underutilized by 3 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*The agency had too few opportunities to address the minority and female goals.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Commerce Commission

Executive Director: Tim Anderson **EEO/AA Officer:** Leigh Ann Myers

Agency Workforce: 263 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 1 African American, 14 Females and 1 Asian. For minorities, during this quarter, there was 1 opportunity that did not address these goals. For females, there was 1 opportunity that did not address this goal. This agency is underutililized by 21 people with disabilities.

SECOND QUARTER (*10/1/10* THROUGH *12/31/10*)

As of 10/1/10, agency underutilization was 1 African American, 14 Females and 1 Asian. For minorities, during this quarter, there was 1 opportunity that did not address these goals. For females, there was 1 opportunity that did not address this goal. This agency is underutilized by 21 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 1 African American, 14 Females and 1 Asian. For minorities, during this quarter, there was 1 opportunity and 1 or 100% (1 Asian) addressed these goals. For females, there was 1 opportunity and 1 or 100% addressed this goal. This agency is underutilized by 21 people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11)*

As of 4/1/11, agency underutilization was 1 African American and 13 Females. For minorities, during this quarter, there were no opportunities to address this goal. For females, there was 1 opportunity and 1 or 100% addressed this goal. This agency is underutililized by 21 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 1 African American, 14 Females and 1 Asian. For minorities, during the year, there were 3 opportunities and 1 or 100% (1 Asian) addressed these goals. For females, there were 4 opportunities and 2 or 50% addressed this goal. This agency is underutililized by 21 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.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Corrections

Director: Salvador Godinez **EEO/AA Officer:** Vickie Fair

Agency Workforce: 11,611 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 53 African Americans, 69 Hispanics, 1,218 Females, 42 Asians and 2 Native Americans. For minorities, during this quarter, there were 33 opportunities and 12 or 36% (4 African Americans, 7 Hispanics and 1 Asian) addressed these goals. For females, there were 88 opportunities and 23 or 26% addressed this goal. This agency is underutilized by 1,025 people with disabilities.

SECOND QUARTER (*10/1/10* THROUGH *12/31/10*)

As of 10/1/10, agency underutilization was 49 African Americans, 62 Hispanics, 1,195 Females, 41 Asians and 2 Native Americans. For minorities, during this quarter, there were 36 opportunities and 6 or 17% (2 African Americans and 4 Hispanics) addressed these goals. For females, there were 73 opportunities and 39 or 53% addressed this goal. This agency is underutililized by 1,024 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 47 African Americans, 58 Hispanics, 1,156 Females, 41 Asians and 2 Native Americans. For minorities, during this quarter, there were 50 opportunities and 11 or 22% (1 African American, 8 Hispanics and 2 Asians) addressed these goals. For females, there were 206 opportunities and 37 or 18% this goal. This agency is underutililized by 1,024 people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11)*

As of 4/1/11, agency underutilization was 46 African Americans, 50 Hispanics, 1,119 Females, 39 Asians and 2 Native Americans. For minorities, during this quarter, there were 33 opportunities and 9 or 27% (2 African Americans and 7 Hispanics) addressed these goals. For females, there were 121 opportunities and 28 or 23% addressed this goal. This agency is underutililized by 1,022 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 53 African Americans, 69 Hispanics, 1,218 Females, 42 Asians and 2 Native Americans. For minorities, during the year, there were 152 opportunities and 38 or 25% (9 African Americans, 26 Hispanics and 3 Asians) addressed these goals. For females, there were 488 opportunities and 127 or 26% addressed this goal. This agency is underutililized by 1,022 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*The agency did not meet the criteria for females due to the fact that there are few females in the applicant pool. Furthermore, when reviewing the female and male hiring data both are hired at a comparable rate. The agency also made a good faith effort in developing and implementing recruitment efforts for females.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Council on Developmental Disabilities

Executive Director: Sheila Romano **EEO/AA Officer:** Janinna Hendricks

Agency Workforce: 9 **Fiscal Year:** 2011

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

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: 63 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 1 Female. For females, during this, quarter there were no opportunities to address this goal. This agency is at parity for minorities. This agency is at parity for people with disabilities.

SECOND THROUGH FOURTH QUARTERS (*10/1/10* THROUGH *6/30/11*)

As of 10/1/10, agency underutilization was 1 Female. For females, during these quarters, there was 1 opportunity and 1 or 100% addressed this goal. Agency achieved parity for all affirmative action groups.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

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: 8 **Fiscal Year:** 2011

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

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:** 2011

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

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Emergency Management Agency

Director: Jonathan E. Monken **EEO/AA Officer:** Miguel Calderon

Agency Workforce: 208 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 2 Hispanics and 11 Females. For minorities, during this quarter, there were no opportunities to address these goals. For females, there was 1 opportunity and 1 or 100% addressed this goal. This agency is underutililized by 6 people with disabilities.

SECOND QUARTER (*10/1/10* THROUGH *12/31/10*)

As of 10/1/10, agency underutilization was 2 Hispanics and 10 Females. For minorities, during this quarter, there were no opportunities to address these goals. For females, there were no opportunities to address this goal. This agency is underutililized by 6 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 2 Hispanics and 10 Females. For minorities, during this quarter, there was 1 opportunity that did not address these goals. For females, there were 2 opportunities and 1 or 50% addressed this goal. This agency is underutililized by 6 people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11)*

As of 4/1/11, agency underutilization was 2 Hispanics and 9 Females. For minorities, during this quarter, there was 1 opportunity that did not address these goals. For females, there were 3 opportunities and 2 or 67% addressed this goal. This agency is underutililized by 6 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 2 Hispanics and 11 Females. For minorities, during the year, there were 2 opportunities that did not address these goals. For females, there were 6 opportunities and 4 or 67% addressed this goal. This agency is underutilized by 6 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were too few opportunities to address the minority goals.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Employment Security

Director: Jay R. Rowell **EEO/AA Officer:** Carlos Charneco

Agency Workforce: 1,592 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 1 African American, 3 Hispanics, 5 Females and 1 Asian. For minorities, during this quarter, there were 2 opportunities and 2 or 100% (2 Hispanics) addressed these goals. For females, there was one opportunitiy and 1 or 100% addressed this goal. This agency is at parity for people with disabilities.

SECOND THROUGH THIRD QUARTERS (*10/1/10* THROUGH *3/31/11*)

As of 10/1/11, agency underutilization was 1 African American, 1 Hispanic, 4 Females and 1 Asian. For minorities, during these quarters, there was 1 opportunity and 1 or 100% (1 Hispanic) addressed these goals. For females, there were no opportunities to address this goal.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11*)

As of 4/1/11, agency underutilization was 1 African American, 4 Females and 1 Asian. For minorities, during this quarter, there were no opportunities to address these goals. For females, there were no opportunities to address this goal.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Agency underutilization at the beginning of FY11 was 1 African American, 3 Hispanics, 5 Females and 1 Asian. For minorities, during the year, there were 3 opportunities and 3 or 100% (3 Hispanics) to addressed these goals. For females, there was 1 opportunity that 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 and female goals.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Environmental Protection Agency

Interim Director: Lisa Bonnett **EEO/AA Officer:** Jill Johnson

Agency Workforce: 890 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginng of FY11 was 15 African Americans, 4 Hispanics, 105 Females and 1 Asian. For minorities, during this quarter, there was 1 opportunity and 1 or 100% a (1 African American) addressed these goals. For females, there were 2 opportunities and 2 or 100% addressed this goal. This agency is underutilized by 53 people with disabilities.

SECOND QUARTER (*10/1/10* THROUGH *12/31/10*)

As of 10/1/10, agency underutilization was 14 African Americans, 4 Hispanics, 103 Females and 1 Asian. For minorities, during this quarter, there was 1 opportunity and 1 or 100% (1 African American) addressed thes goals. For females, there were no opportunities to address this goal. This agency is underutililized by 53 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 13 African Americans, 4 Hispanics, 103 Females and 1 Asian. For minorities, during this quarter, there were 5 opportunities and 1 or 20% (1 African American) addressed these goals. For females, there were 7 opportunities and 3 or 43% addressed this goal. This agency is underutililized by 53 people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11)*

As of 4/1/11, agency underutilization was 12 African Americans, 4 Hispanics, 100 Females and 1 Asian. For minorities, during this quarter, there was 1 opportunity and 1 or 100% (1 Hispanic) addressed these goals. For females, there were 4 opportunities and 4 or 100% addressed this goal. This agency is underutililized by 53 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Agency underutilization at the beginng of FY11 was 15 African Americans, 4 Hispanics, 105 Females and 1 Asian. For minorities, during the year, there were 8 opporutnities and 4 or 50% (3 African Americans and 1 Hispanic) addressed these goals. For females, there were 13 opportunities and 9 or 69% addressed this goal. This agency is underutililized by 53 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Financial and Professional Regulation

Secretary: Brent E. Adams **EEO/AA Officer:** Vivian Toliver

Agency Workforce: 475 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 2 African Americans, 13 Hispanics, 12 Females and 6 Asians. For minorities, during this quarter, there were 4 opportunities that did not address these goals. For females, there were 4 opportunities and 2 or 50% addressed this goal. This agency is at underutilized by 4 people with disabilities.

SECOND QUARTER (*10/1/10* THROUGH *12/31/10*)

As of 10/1/10, agency underutilization was 2 African Americans, 13 Hispanics, 10 Females and 6 Asians. For minorities, during this quarter, there were 2 opportunities and 2 or 100% (2 Hispanics) addressed these goals. For females, there were 3 opportunities and 3 or 100% addressed this goal. This agency is underutililized by 4 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 2 African Americans, 11 Hispanics, 7 Females and 6 Asians. For minorities, during this quarter, there were 3 opportunities that did not address these goals. For females, there were no opportunities to address this goal. This agency is underutililized by 4 people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11)*

As of 4/1/11, agency underutilization was 2 African Americans, 11 Hispanics, 7 Females and 6 Asians. For minorities, during this quarter, there were 2 opportunities that did not address these goals. For females, there were no opportunities to address this goal. This agency is underutilized by 4 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 2 African Americans, 13 Hispanics, 12 Females and 6 Asians. For minorities, during the year, there were 11 opportunities and 2 or 18% (2 Hispanics) addressed these goals. For females, there were 9 opportunities and 5 or 71% addressed this goal. This agency is underutilized by 4 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 21% for minority goal compliance. In FY12, the agency should focus recruitment efforts in underutilized area on minorities. 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.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Office of the State Fire Marshal

Fire Marshal: Larry Matkaitis **EEO/AA Officer:** Jodi Schrage

Agency Workforce: 128 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *6/30/11*)

Agency underutilization at the beginning of FY11 was 3 African Americans, 1 Hispanic and 11 Females. During the year there were no opportunities to address the minority and 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 minority and female goals.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Gaming Board

Administrator: Mark Ostrowski **EEO/AA Officer:** Karen Newbold

Agency Workforce: 116 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 1 Hispanic, 4 Females and 1 Asian. For minorities, during this quarter, there were 3 opportunities that did not address these goals. For females, there were 4 opportunities and 1 or 25% addressed this goal. This agency is underutililized by 7 people with disabilities.

SECOND QUARTER (*10/1/10* THROUGH *12/31/10*)

As of 10/1/10, agency underutilization was 1 Hispanic, 3 Females and 1 Asian. For minorities, during this quarter, there was 1 opportunity that did not address these goals. For females, there was 1 opportunity and 1 or 100% addressed this goal. This agency is underutililized by 7 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 1 Hispanic, 2 Females and 1 Asian. For minorities, during this quarter, there were 5 opportunities that did not address these goals. For females, there were 5 opportunities and 2 or 40% addressed this goal. Agency achieved parity for females. This agency is underutililized by 7 people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11)*

As of 4/1/11, agency underutilization was 1 Hispanic and 1 Asian. For minorities, during this quarter, there were 3 opportunities that did not address these goals. This agency is underutililized by 7 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 1 Hispanic, 4 Females and 1 Asian. For minorities, during the year, there were 12 opportunities that did not address these goals. The agency achieved parity for females. This agency is underutililized by 7 people with disabilities.

FINDINGS

Agency in compliance [ ] Agency in non-compliance [X]

RECOMMENDATIONS/COMMENTS

This agency met the Department of Human Rights' standard of 37% for hiring females but failed to meet the 21% standard for hiring minorities. Out of 12 opportunities to address minority goals, none addressed these goals.

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.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Guardianship and Advocacy Commission

Director: Dr. Mary L. Milano **EEO/AA Officer:** Tedd Ward, Jr.

Agency Workforce: 105 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *6/30/11*)

Agency underutilization for the beginning of FY11 was 1 Asian. For minorities, there were no opportunities to address this 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

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Healthcare & Family Services

Director: Julie Hamos **EEO/AA Officer:** Derrick Davis

Agency Workforce: 2,243 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 3 African Americans, 4 Hispanics and 7 Asians. For minorities, during this quarter, there were 9 opportunities and 1 or 11% (1 African American) addressed these goals. This agency is at parity for females. This agency is underutilized by 14 people with disabilities.

SECOND QUARTER (*10/1/10* THROUGH *12/31/10*)

As of 10/1/10, agency underutilization was 2 African Americans, 4 Hispanics and 7 Asians. For minorities, during this quarter, there were 6 opportunities that did not address these goals. This agency is underutililized by 9 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 2 African Americans, 4 Hispanics and 7 Asians. For minorities, during this quarter, there were 4 opportunities and 2 or 50% (1 African American and 1 Hispanic) addressed these goals. This agency is underutililized by 6 people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11)*

As of 4/1/11, agency underutilization was 1 African American, 4 Hispanics and 6 Asians. For minorities, during this quarter, there was 1 opportunity that did not address these goals. This agency is underutililized by 5 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 3 African Americans, 4 Hispanics and 7 Asians. During the year, there were 20 opportunities and 3 or 15% (2 African Americans and 1 Asian) addressed these goals. This agency is at parity for females. This agency is underutililized by 2 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*The agency did not meet the minority minimum compliance criteria, but throughout the fiscal year the agency made a good faith effort in trying to meet their goals. The agency had addressed underutilization for African Americans and Asians and has proposed a process for external outreach to reach targeted communities and more specifically in the Hispanic Community.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Historic Preservation Agency

Director: Janet Grimes **EEO/AA Officer:** Tad Allen

Agency Workforce: 187 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *12/31/10*)

Agency underutilization at the beginning of FY11 was 2 African Americans and 9 Females. For minorities, during these quarters, there were no opportunities to address this goal. For females, there were no opportunities to address this goal. This agency is underutililized by 21 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 2 African Americans and 9 Females. For minorities, during this quarter, there was 1 opportunity that did not address this goal. For females, there were no opportunities to address this goal. This agency is underutilized by 18 people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11*)

As of 4/1/11, agency underutilization was 2 African Americans and 9 Females. For minorities, during this quarter, there were no opportunities to address this goal. For females, there were no opportunities to address this goal. This agency is underutililized by 12 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 2 African Americans and 9 Females. For minorities, during the year, there was 1 opporutnity that did not address this goal. For females, there were no opportunities to address this goal. This agency is underutililized by 12 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.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Human Rights Commission

Executive Director: Keith Chambers **EEO/AA Officer:** Dr. Ewa I. Ewa

Agency Workforce: 20 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *6/30/11*)

Agency underutilization at the beginning of FY11 was 1 African American. During these quarters there were no opportunities to address the minority goal. The agency is at parity for females. This agency is underutililized by 2 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*No opportunities to address the minority goal.

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: 148 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *12/31/11*)

Agency underutilization at the beginning of FY11 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.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 1 Asian. During this quarter, there was 1 opportunity that did not address this goal.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11)*

As of 4/1/11, agency underutilization was 1 Asian. During this quarter, there were no opportunities to address this goal.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 1 Asian. During the year, there was 1 opportunity that did not address the minority goal. The 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

*There were too few opportunities to address the minority goal.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Human Services

Secretary: Michelle R. B. Saddler **EEO/AA Officer:** Anna D'Ascenzo

Agency Workforce: 13,966 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 40 African Americans, 100 Hispanics, 60 Females, 22 Asians and 4 Native Americans. For minorities, during this quarter, there were 51 opportunities and 9 or 18% (1 African American and 8 Hispanics) addressed these goals. For females, there were 18 opportunities and 15 or 83% addressed this goal. This agency is underutililized by 22 people with disabilities.

SECOND QUARTER (*10/1/10* THROUGH *12/31/10*)

As of 10/1/10, agency underutilization was 39 African Americans, 92 Hispanics, 45 Females, 22 Asians and 4 Native Americans. For minorities, during this quarter, there were 84 opportunities and 12 or 14% (9 African Americans, 2 Hispanics and 1 Asian) addressed these goals. For females, there were 8 opportunities and 5 or 63% addressed this goal. This agency is underutililized by 2 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 30 African Americans, 90 Hispanics, 40 Females, 21 Asians and 4 Native Americans. For minorities, during this quarter, there were 273 opportunities and 15 or 5% (15 Hispanics) addressed these goals. For females, there were 39 opportunities and 38 or 97% addressed this goal. This agency is at parity for people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11)*

As of 4/1/11, agency underutilization was 30 African Americans, 75 Hispanics, 2 Females, 21 Asians and 4 Native Americans. For minorities, during this quarter, there were 59 opportunities and 12 or 20% (4 African Americans and 8 Hispanics) addressed these goals. For females, there was 1 opportunity that did not address this goal.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 40 African Americans, 100 Hispanics, 60 Females, 22 Asians and 4 Native Americans. For minorities, during the year, there were 467 opportunities and 48 or 10% (14 African Americans, 33 Hispanics and 1 Asian) addressed these goals. For females, there were 66 opportunities and 58 or 88% addressed this goal. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [ ] Agency in non-compliance [X]

RECOMMENDATIONS/COMMENTS

*Although this agency eliminated its disability underutilization and significantly reduced its female underutilization, it failed to meet the Department of Human Rights' 21% standard for minority goal compliance. The Department of Human Rights recognizes the agency's overall effort in regards to affirmative action recruiting and monitoring. The Bureau of Civil Affairs worked closely with the Bureau of Recruitment and Selection and the Office of Hispanic and Latino Affairs to expand the recruitment pool to include more minority members. The EEO/AA Officer has done a good job in identifying possible barriers to goal attainment and developing strategies to address such barriers. She is also to be commended for apprising DHR as well as agency management of developments in the EEO/AA program and clearly operates with the support of management. Finally, DHR appreciates the cooperation of the Bureau of Civil Affairs in responding to requests regarding EEO/AA compliance and providing technical assistance throughout the year to other agency EEO/AA Officers.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Insurance

Acting Director: Jack Messmore **EEO/AA Officer:** Eve Blackwell-Lewis

Agency Workforce: 255 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 4 African Americans, 1 Hispanic and 6 Females For minorities, during this quarter, there were 6 opportunities and 1 or 17% addressed these goals. For females, there were 2 opportunities and 2 or 100% addressed this goal. This agency is underutilized by 10 people with disabilities.

SECOND QUARTER (*10/1/10* THROUGH *12/31/10*)

As of 10/1/10, agency underutilization was 3 African Americans, 1 Hispanic and 4 Females. For minorities, during this quarter, there was 1 opportunity and 1 or 100% (1 African American) addressed these goals. For females, there was 1 opportunity and 1 or 100% addressed this goal. This agency is underutililized by 10 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 2 African Americans, 1 Hispanic and 3 Females. For minorities, during this quarter, there was 1 opportunity that did not address these goals. For females, there were no opportunities to address this goal. This agency is at parity for people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11)*

As of 4/1/11, agency underutilization was 2 African Americans, 1 Hispanic and 3 Females. For minorities, during this quarter, there was 1 opportunity that did not address these goals. For females, there were no opportunities to address this goal.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Agency underutilization at the beginning of FY11 was 4 African Americans, 1 Hispanic and 6 Females. For minorities, during the year, there were 9 opportunities and 2 or 22% (2 African Americans) addressed these goals. For females, there were 5 opportunities and 4 or 80% addressed this goal. This agency achieved parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

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:** 2011

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

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Juvenile Justice

Director: Arthur Bishop **Interim EEO/AA Officer:** Vickie Fair

Agency Workforce: 1,241 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 5 African Americans, 4 Hispanics, 195 Females and 34 Asians For minorities, during this quarter, there were 2 opportunities that did not address these goals. For females, there were 12 opportunities and 10 or 83% addressed this goal. This agency underutililized by 109 people with disabilities.

SECOND QUARTER (*10/1/10* THROUGH *12/31/10*)

As of 10/1/10, agency underutilization was 5 African Americans, 4 Hispanics, 185 Females and 34 Asians. For minorities, during this quarter, there were 10 opportunities that did not address these goals. For females, there were 22 opportunities and 17 or 77% addressed this goal. This agency is underutililized by 109 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 5 African Americans, 4 Hispanics, 168 Females and 34 Asians. For minorities, during this quarter, there were 17 opportunities and 1 or 6% (1 Asian) addressed these goals. For females, there were 47 opportunities and 32 or 68% addressed this goal. This agency is underutililized by 109 people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11)*

As of 4/1/11, agency underutilization was 5 African Americans, 4 Hispanics, 136 Females and 33 Asians. For minorities, during this quarter, there was 1 opportunity that did not address these goals. For females, there was 1 opportunity that did not address this goal. This agency is underutililized by 101 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 5 African Americans, 4 Hispanics, 195 Females and 34 Asians. For minorities, during the year, there were 30 opportunities and 1 or 3% (1 Asian) addressed these goals. For females, there were 82 opportunities and 59 or 72% addressed this goal. This agency is underutililized by 101 people with disabilities.

FINDINGS

Agency in compliance [ ] Agency in non-compliance [X]

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.

The agency failed to meet the Department of Human Rights standard of 21% for minority goal compliance. In FY12, the agency should focus recruitment efforts in underutilized areas of minorities. 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.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Labor

Director: Joseph Costigan **EEO/AA Officer:** Michelle Woods

Agency Workforce: 82 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 3 Females. For females, during this quarter, here were no opportunities to address this goal. This agency is at parity for minorities. This agency is underutililized by 3 people with disabilities.

SECOND QUARTER (*10/1/10* THROUGH *12/31/10*)

As of 10/1/10, agency underutilization was 3 Females. For females, during this quarter, there was 1 opportunity and 1 or 100% addressed this goal. This agency is underutililized by 3 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 2 Females. For females, during this quarter, there was 1 opportunity and 1 or 100% addressed this goal. This agency is underutililized by 3 people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11)*

As of 4/1/11, agency underutilization was 1 Female. For females, during this quarter, there were no opportunities to address this goal. This agency is underutililized by 3 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 3 Females. For females, during the year, there were 2 opportunities and 2 or 100% addressed underutilization. The agency is at parity for minorities. This agency is underutililized by 3 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were too few opportunities to address the female goal.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Labor Relations Board

Executive Director: John Brosnan **EEO/AA Officer:** Carla Stone

Agency Workforce: 21 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization for the beginning of FY11 was 1 Asian. For minorities, during this quarter, there were no opportunities to address this goal. The agency is at parity for females. This agency is underutilized by 2 people with disabilities.

SECOND QUARTER (*10/1/10* THROUGH *12/31/10*)

As of 10/1/10, agency underutilization was 1 Asian. For minorities, during this quarter, there were 2 opportunities that did not address this goal. This agency is underutililized by 2 people with disabilities.

THIRD THROUGH FOURTH QUARTERS (*1/1/11* THROUGH *6/30/11*)

As of 1/1/11, agency underutilization was 1 Asian. For minorities, during these quarters, there were no opportunities to address this goal. This agency is underutililized by 2 people with disabilities

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Agency underutilization for the beginning of FY11 was 1 Asian. For minorities, during the year, there were 2 opportunities that did not address this goal. The agency is at parity for females. This agency is underutililized by 2 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*Too few opportunities to address the minority goal.

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:** 2011

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

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:** 2011

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

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: 248 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 2 African Americans and 26 Females. For minorities, during this quarter, there were no oportunities to address this goal. For females, there was 1 opportunity that did not address this goal. This agency is underutililized by 15 people with disabilities.

SECOND THROUGH FOURTH QUARTERS (*10/1/10* THROUGH *6/30/11*)

As of 10/1/10, agency underutilization was 2 African Americans and 26 Females. For minorities, during these quarters, there were no opportunities to address this goal. For females, there were no opportunities to address this goal. This agency is underutililized by 15 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 2 African Americans and 26 Females. For minorities, during the year, there were no opportunities to address this goal. For females, there was 1 opportunity that did not address this goal. This agency is underutililized by 15 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.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Natural Resources

Director: Marc Miller **EEO/AA Officer:** Gloria Williams

Agency Workforce: 1,070 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 35 African Americans, 14 Hispanics, 169 Females and 2 Asians. For minorities, during this quarter, there were 6 opportunities that did not address these goals. For females, there were 6 opportunities and 3 or 50% addressed this goal. This agency is underutililized by 86 people with disabilities.

SECOND QUARTER (*10/1/10* THROUGH *12/31/10*)

As of 10/1/10, agency underutilization was 35 African Americans, 14 Hispanics, 166 Females and 2 Asians. For minorities, during this quarter, there were 6 opportunities that did not address these goals. For females, there were 6 opportunities and 3 or 50% addressed this goal. This agency is underutililized by 86 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 35 African Americans, 14 Hispanics, 163 Females and 2 Asians. For minorities, during this quarter, there were 8 opportunities that did not address these goals. For females, there were 6 opportunities and 1 or 17% addressed this goal. This agency is underutililized by 69 people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11*)

As of 4/1/11, agency underutilization was 35 African Americans, 14 Hispanics, 163 Females and 2 Asians. For minorities, during this quarter, there were 6 opportunities that did not address these goals. For females, there were 9 opportunities and 4 or 44% addressed this goal. This agency is underutililized by 68 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 35 African Americans, 14 Hispanics, 169 Females and 2 Asians. For minorities, during the year, there were 26 opportunities that did not address these goals. For females, there were 27 opportunities and 11 or 41% addressed this goal. This agency is underutilized by 68 people with disabilities.

FINDINGS

Agency in compliance [ ] Agency in non-compliance [X]

RECOMMENDATIONS/COMMENTS

This agency met the Department of Human Rights' standard of 37% for female goal performance, yet failed to meet the Department's 21% standard for minority goals. Of 26 opportunities to address minority goals none addressed these goals.

The Department recommends that the agency continue the 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.

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:** 2011

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 (*7/1/10* THROUGH *6/30/11*)

Agency underutilization at the beginning of FY11 was 1 African American. For minorities, during the year, there were no opportunities to address this goal. The 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

*There were no opportunities to address the minority goal.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Prisoner Review Board

Chairman: Adam Monreal **EEO/AA Officer:** Nichole Damhoff

Agency Workforce: 18 **Fiscal Year:** 2011

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

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: 23 **Fiscal Year:** 2011

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 minorities and females but is underutilized by 2 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Public Health

Acting Director: Craig Conover, M.D., M.P.H. **EEO/AA Officer:** Robin A. Tucker-Smith

Agency Workforce: 1,083 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 5 African Americans, 1 Hispanic and 1 Asian. For minorities, during this quarter, there were 8 opportunities and 1 or 13% (1 African American) addressed these goals. The agency is at parity for females. This agency is at underutilized by 90 people with disabilities.

SECOND QUARTER (*10/1/10* THROUGH *12/31/10*)

As of 10/1/10, agency underutilization was 4 African Americans, 1 Hispanic and 1 Asian. For minorities, during this quarter, there was 1 opportunity that did not address these goals. This agency is underutililized by 90 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 4 African Americans, 1 Hispanic and 1 Asian. For minorities, during this quarter, there was 1 opportunity and 1 or 100% (1 Hispanic) addressed these goals. This agency is underutililized by 90 people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11)*

As of 4/1/11, agency underutilization was 4 African Americans and 1 Asian. For minorities, during this quarter, there were 3 opportunities and 1 or 33% (1 African American) addressed these goals. This agency is underutililized by 90 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 5 African Americans, 1 Hispanic and 1 Asian. For minorities, during the year, there were 13 opportunities and 3 or 23% (2 African Americans and 1 Hispanic) addressed these goals. The agency is at parity for females. This agency is underutililized by 90 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

During the fiscal year, the agency achieved parity for Hispanics.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Racing Board

Executive Director: Marc Laino **EEO/AA Officer:** Jacqueline Clisham

Agency Workforce: 52 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 1 African American and 1 Female. For minorities, during this quarter, there were no opportunities to address this goal. For females, there was 1 opportunity and 1 or 100% addressed this goal. This agency is underutililized by 2 people with disabilities.

SECOND THROUGH FOURTH QUARTERS (*10/1/10* THROUGH *6/30/11*)

As of 10/1/10, agency underutilization was 1 African American. For minorities, during these quarters, there were no opportunities to addres this goal. This agency is underutililized by 2 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 1 African American and 1 Female. For minorities, during the year, there were no opportunities to address this goal. The agency achieved parity for females. This agency is underutililized by 2 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were no opportunities to address the minority goal.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department Revenue

Director: Brian A. Hamer **EEO/AA Officer:** Ruby Taylor

Agency Workforce: 1,965 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 5 African Americans, 17 Hispanics, 5 Females, 6 Asians and 1 Native American. For minorities, during this quarter, there were 23 opportunities and 1 or 4% (1 Hispanic) addressed these goals. For females, there was 1 opportunity that did not address this goal. This agency is underutililized by 53 people with disabilities.

SECOND QUARTER (*10/1/10* THROUGH *12/31/10*)

As of 10/1/10, agency underutilization was 5 African Americans, 16 Hispanics, 5 Females, 6 Asians and 1 Native American. For minorities, during this quarter, there were 9 opportunities that did not address these goals. For females, there were no opportunities to address this goal. This agency is underutililized by 53 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 5 African Americans, 16 Hispanics, 5 Females, 6 Asians and 1 Native American. For minorities, during this quarter, there were 20 opportunities that did not address these goals. For females, there were no opportunities to address this goal. This agency is underutililized by 53 people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11*)

As of 4/1/11, agency underutilization was 5 African Americans, 16 Hispanics, 5 Females, 6 Asians and 1 Native American. For minorities, during this quarter, there were 13 opportunities and 3 or 23% (1 African American and 2 Hispanics) addressed these goals. For females, there were no opportunities to address this goal. This agency is underutililized by 53 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 5 African Americans, 17 Hispanics, 5 Females, 6 Asians and 1 Native American. For minorities, during the year, there were 65 opportunities and 4 or 6% (1 African American and 3 Hispanics) addressed these goals. For females, there was 1 opportunity that did not address this goal. This agency is underutililized by 53 people with disabilities.

FINDINGS

Agency in compliance [ ] Agency in non-compliance [X]

RECOMMENDATIONS/COMMENTS

The agency had too few opportunities to evaluate performance in regards to female goals. The agency failed to meet the Department of Human Rights' standard of 21% for minority goal performance. Out of 65 opportunities to hire and promote, only 4 or 6% addressed underutilization. The agency should also make further effort to address the disability underutilization.

The Department recommends that the agency continue the 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 continue this training program.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: State Police

Director: Hiram Grau **Interim EEO/AA Officer:** William P. Colbrook

Agency Workforce: 3,121 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 67 African Americans, 12 Hispanics, 90 Females, 22 Asians and 3 Native Americans. For minorities, during this quarter, there were no opportunities to address these goals. For females, there was 1 opportunity that did not address this goal. This agency is underutililized by 226 people with disabilities.

SECOND QUARTER (*10/1/10* THROUGH *12/31/10*)

As of 10/1/10, agency underutilization was 67 African Americans, 12 Hispanics, 90 Females, 22 Asians and 3 Native Americans. For minorities, during this quarter, there were 6 opportunities and 5 or 83% (3 African Americans and 2 Hispanics) addressed these goals. For females, there were 2 opportunities and 2 or 100% addressed this goal. This agency is underutililized by 226 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 64 African Americans, 10 Hispanics, 88 Females, 22 Asians and 3 Native Americans. For minorities, during this quarter, there was 1 opportunity that did not address these goals. For females, there was 1 opportunity and 1 or 100% addressed this goal. This agency is underutililized by 226 people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11)*

As of 4/1/11, agency underutilization was 64 African Americans, 10 Hispanics, 87 Females, 22 Asians and 3 Native Americans. For minorities, during this quarter, there were 4 opportunies that did not address these goals. For females, there was 1 opportunity that did not address this goal. This agency is underutililized by 226 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 67 African Americans, 12 Hispanics, 90 Females, 22 Asians and 3 Native Americans. For minorities, during the year, there were 11 opportunities and 5 or 45% (3 African Americans and 2 Hispanics) addressed these goals. For females, there were 5 opportunities and 3 or 60% addressed this goal. This agency is underutililized by 226 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

This agency met the Department of Human Rights' standard of 37% for female goals and 21% for minority goals. It should take additional effort to address disability underutilization.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: State Police Merit Board

Executive Director: Ronald P. Cooley **EEO/AA Officer:** Melinda G. Gutierrez

Agency Workforce: 5 **Fiscal Year:** 2011

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.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: State Retirement Systems

Executive Secretary: Timothy B. Blair **EEO/AA Officer:** Denise Connelly

Agency Workforce: 91 **Fiscal Year:** 2011

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

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Transportation

Acting Secretary: Ann L. Schneider **EEO/AA Officer:** Lawrence D. Parrish

Agency Workforce: 5,428 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 84 African Americans, 72 Hispanics, 1,030 Females and 37 Asians. For minorities, during this quarter, there were 16 opportunities and 8 or 50% (7 African Americans and 1 Hispanic) addressed these goals. For females, there were 58 opportunities and 37 or 64% addressed this goal. This agency is underutilized by 435 people with disabilities.

SECOND QUARTER (*10/1/10* THROUGH *12/31/10*)

As of 10/1/10, agency underutilization was 77 African Americans, 71 Hispanics, 993 Females and 37 Asians. For minorities, during this quarter, there were 12 opportunities and 3 or 25% (1 African American and 2 Hispanics) addressed these goals. For females, there were 32 opportunities and 13 or 41% addressed this goal. This agency is underutililized by 435 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 76 African Americans, 69 Hispanics, 980 Females and 37 Asians. For minorities, during this quarter, there were 6 opportunities and 6 or 100% (6 African Americans) addressed these goals. For females, there were 30 opportunities and 19 or 63% addressed this goal. This agency is underutililized by 432 people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11*)

As of 4/1/11, agency underutilization was 70 African Americans, 69 Hispanics, 961 Females and 37 Asians. For minorities, during this quarter, there were 21 opportunities and 7 or 33% (6 African Americans and 1 Hispanic) addressed these goals. For females, there were 60 opportunities and 14 or 23% addressed this goal. This agency is underutililized by 429 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Agency underutilization at the beginning of FY11 was 84 African Americans, 72 Hispanics, 1,030 Females and 37 Asians. For minorities, during the year, there were 55 opportunities and 24 or 44% (20 African Americans and 4 Hispanics) addressed these goals. For females, there were 180 opportunities and 83 or 46% addressed this goal. This agency is underutililized by 429 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Veterans' Affairs

Director: Dan Grant **EEO/AA Officer:** Mary Keen

Agency Workforce: 1,277 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *12/31/10*)

Agency underutilization at the beginning of FY11 was 4 African Americans, 4 Hispanics and 9 Females. During these quarters, there were no opportunities to address the minority and female goals. This agency is underutililized by 80 people with disabilities.

THIRD QUARTER (*1/1/11* THROUGH *3/31/11*)

As of 1/1/11, agency underutilization was 4 African Americans, 4 Hispanics and 9 Females. For minorities, during this quarter, there were no opportunities to address these goals. For females, there was 1 opportunity and 1 or 100% addressed this goal. This agency is underutililized by 79 people with disabilities.

FOURTH QUARTER (*4/1/11* THROUGH *6/30/11*)

As of 4/1/11, agency underutilization was 4 African Americans, 4 Hispanics and 8 Females. For minorities, during this quarter, there was 1 opportunity that did not address these goals. For females, there were no opportunities to address this goal. This agency is underutilized by 76 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 4 African Americans, 4 Hispanics and 9 Females. For minoritries, during the year, there was 1 opportunity that did not address these goals. For females, there was 1 opportunity that addressed this goal. This agency is underutlized by 76 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.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Workers' Compensation Commission

Chairman: Mitch Weisz **EEO/AA Officer:** Alma Maxey

Agency Workforce: 173 **Fiscal Year:** 2011

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 (*7/1/10* THROUGH *9/30/10*)

Agency underutilization at the beginning of FY11 was 7 Females and 1 Asian. During this quarter, there were no opportunities to address the minority goal. For females, there were 2 opportunities and 2 or 100% addressed this goal. This agency is at parity for people with disabilities.

SECOND THROUGH FOURTH QUARTERS (*10/1/10* THROUGH *6/30/11*)

As of 10/1/10, agency underutilization was 5 Females and 1 Asian. During these quarters there were no opportunities to address the minority and female goals.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY11 was 7 Females and 1 Asian. During the year, there were no opportunities to address the minority goal. For females, there were 2 opportunities and 2 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 and female goals.

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