State of Illinois
Department of Human Rights
Department of Human Services

Interagency Committee on Employees with Disabilities

2011 Annual Report

Interagency Committee on Employees with Disabilities

Pat Quinn
Governor

Co-Chairpersons

Rocco J. Claps
Director, Department
Of Human Rights

Michelle R.B. Saddler
Secretary, Department
Of Human Services

March 2012

TO: THE HONORABLE GOVERNOR PAT QUINN
AND THE MEMBERS OF THE GENERAL ASSEMBLY

It gives us great pleasure to submit the Annual Report of the Illinois Interagency Committee on Employees with Disabilities (ICED) for fiscal year 2011. This report is available on ICED's website, http://www.state.il.us/iced/. The Committee's mission, as defined in Section 19a of the Personnel Code, is:

(a) To provide a forum where problems of general concern to State employees with disabilities can be raised and methods of their resolution can be suggested to the appropriate State agencies;
(b) To provide a clearinghouse of information for State employees with disabilities by working with those agencies to develop and retain such information;
(c) To promote affirmative action efforts pertaining to the employment of persons with disabilities by State agencies; and
(d) To recommend, where appropriate, means of strengthening the affirmative action programs for employees with disabilities in State agencies.

To that end, this Annual Report documents the Committee's accomplishments throughout the fiscal year including the placement of four ICED interns with three state entities during the fiscal year, presenting a webinar on reasonable accommodation, hosting an awards ceremony, and legislative reception.The Committee continues to operate without a budget or paid staff. Its objectives are accomplished through volunteer efforts of members and through cooperation of other state agencies. We are grateful to the many agencies and individuals who have assisted the Committee in its work throughout the years.

Sincerely,

Rocco J. Claps
Director
Department of Human Rights

Michelle R.B. Saddler
Secretary
Department of Human Services

Interagency Committee on Employees with Disabilities

FY 2011 Annual Report

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ICED HISTORY

The Interagency Committee on Employees with Disabilities was created in 1974 by Section 19(a) of the state Personnel Code and is composed of five state agencies and four employees with disabilities appointed by the Governor.

Co-Chairpersons:
Director of the Department of Human Rights and the Secretary of the Department of Human Services

Statutory Agency Members:
Directors of the Departments of Veterans' Affairs and Central Management Services, and the Chairperson of the Civil Service Commission

Employee Members Appointed by the Governor:
Deborah Johnson-Small, Michael Knepler, Elaine Lazell, and Karl Moulton

Standing Committee Members:
Departments of Employment Security, and Natural Resources, University of Illinois' Division of Specialized Care for Children, Illinois Council on Developmental Disabilities, Secretary of State's Office, and the Deaf and Hard of Hearing Commission.

ICED MEMBERS

ICED MEMBERS

Michelle R.B. Saddler, Secretary, *Department of Human Services, Co-Chairperson*
Sue Johnson-Smith, Designee Marva Campbell-Pruitt, Former Designee

Rocco J. Claps, Director, *Department of Human Rights, Co-Chairperson*
Susan Allen, Designee

Department of Agriculture
Michael Knepler, Employee Member *
Deaf and Hard of Hearing Commission
Brandy Hayes, Member
Central Management Services
Malcolm Weems, Director
Cory Foster, Designee
James P. Sledge, Former Director
Joseph Ashcraft, Former employee
Fred Stewart, II, Member
Civil Service Commission
Chris Kolker, Chairperson
Andrew Barris, Designee
Council on Developmental Disabilities
Margaret Harkness, Member
Department of Employment Security
Karl Moulton, Employee Member *
Carlos Charneco, Member
Department of Healthcare and Family Services
Elaine Lazell, Employee Member *
Department of Human Services
Dan Dickerson, Member
Teresita Gonzalez, Member
Deborah Johnson-Small, Employee Member *
Sue Masten, Member
Lisa Riegel, Member
Department of Natural Resources
Jason Brewer, Member
Secretary of State
Bill Bogdan, Member
Department of Veterans Affairs
Erica J. Borggren, Director
Mary Keen, Designee
University of Illinois' Division of Specialized Care for Children
Debbie Matthews, Member
Terry King, Member

* Governor Appointed Employee Members

ACCOMPLISHMENTS OF ICED 2011 GOALS

Goal 1. Provide educational opportunities in disability issues utilizing technology to reach the broadest possible audience of state employees.
Activity - Conducted webinar on reasonable accommodation

Goal 2. Educate Illinois legislators about ICED, its mission, and the status of our state as an employer of people with disabilities.
Activity - Hosted a legislative reception May 18, 2011.

Goal 3. Identify ways ICED can get its message to state administrators and human resource personnel that employees with a disability are competent, dependable, and loyal members of a workforce. Utilize first person accounts by state employees who have a disability to demonstrate this point.
Activity - Issued newsletter ICED NEWS, and maintained website.

ICED Hosts Successful Seminar on Reasonable Accommodation

Over 190 people attended a webinar June 1, 2011, on the Americans with Disabilities Act (ADA) of 1990 and Amendments Act (ADAAA) of 2008 hosted by the Interagency Committee on Employees with Disabilities. Using a variety of venues and formats, webinar, video, and telephone conferencing, the Committee provided the training to the greatest audience possible. Telephone conferencing, on-line streaming, and real-time captioning provided participants accessibility to the conference throughout the country. The training was also video- conferenced to 20 locations throughout Illinois. Power-Point presentations were made available to all participants in two formats, and Braille, large print and CD's were made available upon request.

Robin Jones, the Director of the Great Lakes ADA Center, presented information on the ADA and an update on the final regulations of the ADAAA. Joe Chaipetta, of the Chicagoland Chamber of Commerce and a renowned vocational development specialist, spoke on accommodations for a number of different degenerative disabilities. Jaci DeBrun, Department of Central Management Services, provided information on the Alternative Employment Program available for state workers in Illinois. Tom Ridely, Assistive Technology Coordinator at the Illinois Assistive Technology Program (IATP), addressed various workplace accommodations. Evaluations of the event showed it to be well-received and helpful to persons attending.

ONLINE SURVEY IDENTIFIES EMPLOYEES WITH DISABILITIES

ICED members regularly serve on the Disabled Hiring Initiative Committee (DHIC) made up of representatives from the Departments of Central Management Services, Human Services, Human Rights, Employment Security, Commerce and Economic Opportunity, and Veterans' Affairs. Among the initiatives for 2011 was the development and implementation of a more consistent means of gathering data pertaining to the number of current state employees with disabilities. Previously, the Department of Human Rights used a print survey that was made available to agencies to survey their respective employees periodically – each agency using its own means of dissemination and instructions for participating. DHIC agreed that a more consistent survey tool would result in more current and accurate data. An online survey was rolled out to over 60,000 state employees in 58 agencies, beginning in February of 2011. The online survey asked questions identical to those asked by surveys conducted for the U.S. Census' American Community Survey.

By June 30, 2011, the online survey process collected data from approximately 82% of the state's workforce. Previously, with the print version of the survey, there was no way to determine whether all employees had access to it. Now that all state agencies survey their workforce over a three-month period, with the same questions and instructions, the data is more consistent than previous efforts.

The online survey's impact on affirmative action has been significant. The percentage of employees with disabilities increased about 13% as a result of the survey. The data retrieved from the online survey revealed that employees with disabilities currently make up 7% of the workforce. Another important function of the survey is to identify employees with disabilities who need assistance in the event of emergency evacuation.

The online survey will be conducted yearly through this process for all State employees. The survey web site is also available year-round and accessible for new employees to complete and for current employees to update their disability status.

LEGISLATIVE REVIEW

The Committee educates Illinois legislators about ICED, its mission, and the status of the state as an employer of people with disabilities. The Committee also reviews proposed legislation that impacts persons with disabilities and hosts an annual legislative reception to honor state legislators who promote employment of persons with disabilities in state government, support disability-related initiatives, and advocate for the rights of persons with disabilities. Some of the legislation that was reviewed by the committee is listed below:

HB109 - Amends provisions of the Illinois Vehicle Code authorizing the Secretary of State to issue parking decals or devices to persons with certain disabilities. Provides that the Secretary of State may issue a parking decal or device to a person who submits a statement certified by a licensed physician, an authorized physician assistant, or an authorized advanced practice

nurse that the person is severely limited in his or her ability to walk due to a disease. Effective immediately.

HB2943 - Amends the Secretary of State Merit Employment Code, the Comptroller Merit Employment Code, the State Treasurer Employment Code, and the Personnel Code. Provides that preferences shall be granted to qualified persons with disabilities in entrance examinations for employment positions under the separate Acts. Provides that the preference shall be in the form of points added to the final grades of the persons if they otherwise qualify and are entitled to appear on the list of those eligible for appointments.

HB3780 - Creates the People with Disabilities Act. Provides that the Act is designed to: (1) improve State services delivery to Illinois' people with disabilities; (2) increase the number of people with disabilities: who are employed throughout State government, who are promoted, and who are veterans who are hired by State government; (3) assist State agencies meet goals established by the People with Disabilities State Employment Plan; and (4) establish a People with Disabilities State Employment Plan Advisory Council. Provides that "disability" has the same meaning as in the Illinois Human Rights Act (determinable physical or mental characteristic of a person…). Provides that the Department of Central Management Services shall: develop and implement plans to increase the number of people with disabilities employed by the State, including those at supervisory, technical, professional, and managerial levels; prepare a People with Disabilities State Employment Plan; annually report to the General Assembly State agency activities that implement the Plan; and assist State agencies with training programs. Provides that each State agency shall: implement programs under the Plan to increase the number of people with disabilities employed by the State, including at supervisory, technical, professional, and managerial levels; and report annually to the Department its activities that implement the Plan. Provides that the People with Disabilities State Employment Plan Advisory Council is created, consisting of 11 members each of whom shall be a subject matter expert on people with disabilities appointed by the Governor. Provides that members shall serve without compensation, but shall be reimbursed for reasonable expenses from appropriated funds. Includes other provisions. Effective immediately.

SB1833 - Amends the Mental Health and Developmental Disabilities Administrative Act, the Disabilities Services Act of 2003, the Community Mental Health Act, the Developmental Disability and Mental Disability Services Act, and other various Acts. Changes all occurrences of "mental retardation" to "intellectual disability", changes all occurrences of "mentally retarded person" to "intellectually disabled person", and changes the title of the "MR/DD Community Care Act" and all references to that Act to the "ID/DD Community Care Act". Amends the School Code, the Specialized Care for Children Act, and the Arthritis Quality of Life Initiative Act. Changes occurrences of "crippled" to "physically disabled" and changes occurrences of "crippling" to "physical disability" or "physically disabling".
Signed – Public Act 97-0227

Note: Please go to the IGA's website, at **www.ilga.gov**, for current information about the status of bills or resolutions before the Illinois General Assembly

ASSISTING EMPLOYEES WITH DISABILITIES IN ADVANCING THEIR CAREERS

The Interagency Committee on Employees with Disabilities (ICED) has facilitated many initiatives throughout the years to assist people with disabilities in gaining employment with the State of Illinois. The Successful Disability (SD) Opportunities program allows people with disabilities to start with Department of Human Services/Division of Rehabilitation counselors, target state positions, take tests and if successful, gain state employment. This is a good first step, however, the Committee found that once employed, people with disabilities are not provided a continuity of services to assist them in moving up the career ladder.

Some attitudinal barriers on the part of employers continue to limit the advancement of employees with disabilities. Many employees with disabilities start in the clerical ranks within state government even with bachelor's or advanced (CPA, J.D.) degrees and understandably want to move up in state government. These employees are glad to work and appreciate the chance to learn the process and the workings of state government from the bottom up in their respective agencies. However, ICED believes both the employee and the state benefit when employees' talents are used to the fullest extent possible.

A major avenue available to employees in the bargaining unit for advancing their careers in state government is the Upward Mobility Program. Although this has been a welcome initiative to some employees, there are three issues that are not resolved through this program: 1) merit compensation staff is not eligible, 2) the Upward Mobility does not include all careers, and 3) tests for advancement sometimes pose a barrier themselves for employees with disabilities. The Upward Mobility Program does not have a career path, for example, for employees who have artistic skills such as graphic design, marketing, advertising, video, or sound recording. In assessing these skills, Upward Mobility could consider alternative testing analogous to review of a portfolio in art school. ICED has received many inquiries from employees to assist them in advancing their careers. Our suggestions include those above and the following:

- An "internship to work" program through the Governor's Office (similar to their other internship programs). Participants would be state employees with at least two years with the state before gaining permanent employment.
- A mentoring program team including a personnel mentor to assist with understanding how to work through Human Resources in moving forward in their careers and targeting appropriate titles.
- A "Mentor" from their targeted agency to guide them to the best avenue for gaining employment with that agency and shadowing to make sure that position is a good match for the employee and the agency.

ICED AWARDS CEREMONY

On May 11, 2011, ICED hosted its annual awards program to recognize outstanding state employees, state agencies, non-profit groups, and businesses for their support of employees with disabilities and for promoting a greater awareness of disability issues. Lieutenant Governor Sheila Simon presented awards and commended the agencies and organizations present for helping individuals with disabilities.

"The employers and employees we are honoring today promote the inclusion of all individuals, with all ranges of abilities, and help to break down social stigmas and barriers," said Lieutenant Governor Simon. "They model integration and support for the disabled, a standard we should all strive to meet."

ICED recognized the efforts and accomplishments of the following individuals and organizations during the ceremony held at the Department of Agriculture in Springfield:

Business/Not-For-Profit of the Year Award

Rush University Medical Center, in Chicago, received the "Non-Profit/Business of the Year Award" for implementing a strong accessibility program within the workplace. Rush created the Americans with Disabilities Act (ADA) Task Force in 1990 and won several awards for its practices to assist staff with disabilities. Further, Rush was recognized for 45 ADA-related accomplishments in improved access and services, outreach and education. In addition, Rush counseled other hospitals on how to create an ADA Task Force, participated in job fairs to hire candidates referred by Department of Human Services, participated in Disability Mentoring Day, and hosted seminars designed to break down barriers on how people can be accommodated in nursing and medical professionals, including the first seminar of its kind on a national level.

Manpower and Comcast received Non-Profit/Business of the Year certificates as well.

State Agency of the Year Award

The Illinois Department of Employment Security (IDES) received the "State Agency of the Year Award" for having the highest percentage of employees with disabilities in state government, with 377 individuals with disabilities out of a total of 2,056 employees.

The Department promoted seven of 26 employees with disabilities, hired three student workers with disabilities, developed extensive accommodations to assist individuals with disabilities, trained 232 employees in disability-related subjects, and posted accommodation procedures on its Intranet and included this information in new employee orientation.

Acting DES Director Terry Jones, Lieutenant Governor Sheila Simon, Carlos Charneco, DES EEO/AA Officer, and Department of Human Rights Director Rocco J. Claps.

State Employee of the Year

Lieutenant Governor Sheila Simon, Timothy Miskell, Department of Human Services, Director Rocco J. Claps, Department of Human Rights

Timothy Miskell, a Department of Human Services employee from the Madden Mental Health Center, received the "State Employee of the Year" Award for his dedication to promoting disability awareness among co-workers and patients. Mr. Miskell lives the adage "actions speak louder than words." Without prompting, Miskell helps each patient reach his or her goals, gathers and shares patient education materials and eagerly works beyond his job description. Tommy Saunders, another DHS employee, received an Employee of the Year Certificate, as did Brandie Belford from the Deaf and Hard of Hearing Commission.

SUCCESS STORIES

Timothy Miskell prefers to emphasize the "ability" in the word "disability." His positive outlook in this regard sets an example for all state employees, as Miskell believes in his "ability to grow, be creative and flexible, the ability to learn new ways to do things, the ability to be a productive and welcomed and appreciated employee in the workplace."

Miskell was recently recognized as ICED's State Employee of the Year. An almost 20-year State employee, Miskell is a Mental Health Technician III at Madden Mental Health Center. Miskell enjoys the opportunity to serve people in need, and states the challenge has helped him to become a more compassionate person in all aspects of his life.

Miskell, who has a hereditary genetic disability which affects both sight and hearing, encourages other disabled workers to learn as much as they can about their disabilities and bring that education into the work place. Miskell uses adaptive technology whenever available, and is consistently striving for new ways to accommodate his disability. He has also learned that humor can help. Miskell encourages others to "laugh at yourself" and not take a disability as a limitation of what an employee can accomplish.

According to Miskell, education is a key factor in helping a disabled employee succeed. Training and education for employers should be mandatory.

Miskell is a married father of two grown children. He is hoping to further his education by obtaining a Master's Degree in Social Work.

ICED OUTREACH

ICED Website

The ICED website, www.state.il.us/ICED, provides a wide variety of information about the Committee and links to organizations dealing with disability issues, such as the Council for Citizens with Disabilities in Illinois, the Illinois Network of Centers for Independent Living, and the Great Lakes ADA Center. The Committee's newsletters as well as other ICED publications are posted on the website, as are the Committee's minutes, agenda, and a variety of reports. Resources related to work site issues and employment are added regularly for managers and employees with disabilities. ICED wrote and has available for download a series of technical assistance fact sheets for ADA Coordinators, EEO/AA Officers and employees with disabilities in need of an accommodation. ICED's website has a link to CMS's Diversity Enrichment Program webpage to give it greater visibility.

ICED's web site received 12,683 hits over the course of the fiscal year, more than a 10 percent increase over last year!

ICED Newsletter

ICED NEWS, now in its eleventh year, covers Committee activities and a wide variety of issues of interest to employees with disabilities. This year the publication carried articles concerning the ICED Awards Ceremony, disaster preparedness for people with disabilities, and reasonable accommodation for state employees with disabilities. The newsletter is posted on the ICED website and goes out to several hundred subscribers.

ICED Internship Program

The ICED Internship Program for College Students with Disabilities' was initiated in the summer of 2000 to assist people with disabilities who are entering the workforce and would benefit from actual work experience. In some instances, interns subsequently gained full-time employment with the state. Objectives of the internship program are to:

- Provide employment opportunities to qualified students and new graduates with disabilities
- Diversify state government's workplace
- Provide a qualified pool of applicants with disabilities to state agencies
- Demonstrate the abilities of employees with disabilities
- Further affirmative action objectives
- Provide a transition for students with disabilities into the workplace

Agency placements were sought in professional and non-professional positions to provide opportunity in a variety of employment positions to match varied skills and abilities of interns.

Benro Ogunyipe, a former ICED intern, promoted to a Public Administration Intern, and later hired as an Executive I. He currently serves as an Accessibility Specialist in the Bureau of Accessibility and Job Accommodation at the Department of Human Services.

Students with disabilities are recruited from the Department of Human Services, Division of Rehabilitation Services vocational counselors. Those who were interns in the summer of 2011 had various types of disabilities, such as severe physical disabilities, hearing loss, and vision loss. ICED recognized that the Rutan requirements posed a barrier to hiring interns in previous years, and so offered technical assistance to work through any perceived or real hiring barriers.

Their work roles varied from general office tasks to more specific responsibilities including: analyzing affirmative action reports, reviewing online survey participation rates, and participating in ICED activities. Supervisory feedback was very positive resulting in positive experience for both the students and the employers.

During FY 2011 (the summer of 2010), 4 students with disabilities were placed as ICED interns with the following Illinois agencies:

Department of Employment Security	**1 intern**
Department of Human Rights	**1 intern**
Department of Veterans' Affairs	**3 interns**

TOPICAL PRESENTATIONS AT COMMITTEE MEETINGS

Several presentations were made at ICED meetings in FY11 to educate and inform Committee members about topics related to employees with disabilities. Joe Chiappetta, of the Chicagoland Chamber of Commerce's disabilityworks program, addressed support and accommodation for workers with intellectual disabilities at the June 2011 ICED meeting, stressing the importance of employment opportunities for this group of individuals, as well as discussing successful placements he has been involved with.

T.J. Schlouski, of the Illinois Assistive Technology Program, demonstrated an Ubi Duo at an ICED meeting. This is a piece of equipment used by individuals who are hard of hearing and deaf. It is a stand-alone communication device that facilitates communication between people who are deaf and those who are not. Although it doesn't replace a sign language interpreter, it can be used in an office setting in state agencies' dealings with deaf and hard of healing individuals. Several state offices already use this device.

Robert Griffith, of the Department of Human Services, provided a presentation to the Committee on the hard of hearing community, including the number of people experiencing this disability, and some issues involving employment and services to this population.

ADVOCACY

During 2011, ICED, in cooperation with state agencies, acted on the following issues that have an impact on employees and applicants with disabilities.

The inaccessibility of some state buildings was discussed throughout the year. ICED invited representatives from the Illinois Attorney General's Office, the Capital Development Board, and the Illinois Department of Central Management Services to meetings to discuss these concerns and come to a solution. All three agencies continue to work with ICED to ensure all leased state buildings are fully accessible to, and usable by, employees and customers of all state agencies.

Accessible parking at state buildings that provide parking continued to be a challenge to employees with disabilities in state government. Because of the numerous laws and codes addressing this issue, ICED requested the Attorney General to provide a formal opinion about the responsibility of state agencies to provide accessible parking to the extent needed to fully accommodate their workforce. ICED will continue to monitor this issue as we await the AG's opinion.

Assistive Listening Systems in state conference rooms. While state agencies seem to be very familiar with the provision of sign language interpreters, employees, as well as clients and customers, who are hard of hearing are sometimes unable to fully participate in training sessions and meetings due to the lack of assistive listening systems. ICED has invited to its meetings, and is working with, the Great Lakes ADA Center, the Illinois Attorney general's Office, and the Capital Development Board to better understand the requirement to provide such devices and to find a solution for these employees.

Job Descriptions: ICED members have seen several job postings from state agencies with job description language that may exclude a group of employees and applicants with specific disabilities. ICED is working with the agencies involved to ensure these descriptions are not speculative, they are current and do the not overlook accommodations that are available today that may not have been available in the past. ICED is also working with the Department of Central Management Services to remove language from position descriptions that may disqualify candidates with disabilities unfairly, with the understanding that if a specific position within the classification would require questionable specificability, it can be written into the specialized skills.

SEVENTH ANNUAL LEGISLATIVE RECEPTION

On Wednesday, May 18, 2011, ICED, with support from the Illinois Network of Centers for Independent Living, hosted a Legislative Reception and awards ceremony at the Inn at 835 in Springfield. State legislators, agency directors, community groups, and people with disabilities attended the evening. This annual event not only recognizes the accomplishments of honored legislators but also brings together agency heads, legislators, state employees and disability community leaders from throughout the state to discuss issues in a relaxed social setting. Our collective goal is to share a common theme and to promote fair legislation on behalf of people with disabilities. During the evening, the ICED co-chairs and legislators made remarks relative to the importance of issues facing people with disabilities around the state. Some of the key issues included the importance of recruiting more employees with disabilities in state government and providing a workplace free of discrimination. ICED materials, including the annual report, a Frequently Asked Question card, and information about the Internship Program, were distributed at the event.

LEGISLATOR OF THE YEAR AWARD

Senator Mattie Hunter was recognized for her continuing efforts to improve opportunities for people with disabilities and to promote disability-related initiatives. During her acceptance speech, Senator Hunter called on everyone present to use their skills and talents to become involved in organizations like ICED and assist in building a better community for all. Also recognized for their contributions were **Representative LaShawn Ford** and **Senator Heather Steans**.

Rob Kilbury, Department of Human Services, Senator Mattie Hunter, Representative LaShawn Ford, Secretary Michelle Saddler, Department of Human Services, Director Rocco Claps, Department of Human Rights

MONITORING EMPLOYMENT OF PEOPLE WITH DISABILITIES

The Committee tracks the composition of the state's workforce as one indication of the state's commitment to being a model employer of people with disabilities. The chart in the Appendix shows disability employment figures in state agencies over the last 15 years. The percentage of state employees with disabilities is very similar from the beginning of that period (June 1997 – 6.97%) to the end of the period (June 2011 – 7.01%). The number of state employees with disabilities as a percentage of the whole state workforce fell about 30% during that period and made up ground from June 2008 to June 2011. Part of the explanation for the increase in numbers of employees with disabilities is that there is now a more reliable system of identifying employees with disabilities, the online disability survey which every state employee takes.

Another indicator of the success of affirmative action programs based on disability in state agencies is a comparison of state utilization of employees with disabilities with the labor market availability rate of this group. The Department of Human Rights uses 4.4% as a labor force availability rate for employees with disabilities in Illinois (4.4% of people in the Illinois labor force have disabilities, according to the American Community Survey for 2008). Illinois' employment of people with disabilities, 6.93%, is significantly higher than the availability figure.

Even as the state practices affirmative action and employs people with disabilities in numbers in excess of their availability, work remains to be done. People with disabilities continue to have one of the highest unemployment rates of any group in the country. Many surveys show that as much as 70% of the group is unemployed. A diverse workforce enables agencies to better meet the needs of the public. ICED will continue its efforts to advocate on behalf of individuals with disabilities, including the following efforts:

- Informing legislators, state administrators and supervisors of the importance of hiring people with disabilities
- Identifying ways to make state hiring processes easier for applicants with disabilities to negotiate
- Improving retention of employees with disabilities through better agency response in reasonable accommodation requests, improved accessibility, and more promotional opportunities, etc.
- Increasing recruitment efforts by all agencies with respect to hiring individuals with disabilities.

PLANS FOR FY2012

ICED has identified goals for which activities will be based during fiscal year 2012.

Education - Work towards an Illinois workforce that is inclusive and supportive of employees with disabilities.

Promotion - Increase the visibility and awareness of ICED, its activities and efforts to assist agencies and employees

Awareness of Employment Data - Monitor state agency employment data on people with disabilities and seek ways to increase those numbers.

Technical assistance - Provide technical assistance to agencies and state employees and applicants on issues related to disability.

APPENDIX A

Employees with Disabilities in State Government 1997 to 2011

DATE	*TOTAL STATE EMPLOYEES*	*EMPLOYEES WITH DISABILITIES*
June 30, 1997	64,579	4,498 (6.97%)
June 30, 1998	63,375	4,343 (6.85%)
June 30, 1999	65,415	4,205 (6.43%)
June 30, 2000	65,641	4,096 (6.24%)
June 30, 2001	65,974	3,952 (5.99%)
June 30, 2002	64,838	3,706 (5.72%)
June 30, 2003	54,443	2,781 (5.11%)
June 30, 2004	55,108	2,675 (4.85%)
June 30, 2005	53,284	2,561 (4.81%)
June 30, 2006	52,723	2,734 (5.19%)
June 30, 2007	51,843	2,596 (5.01%)
June 30, 2008	50,513	2,483 (4.92%)
June 30, 2009	49,229	3,122 (6.34%)
June 30, 2010	47,798	3,051 (6.38%)
June 30, 2011	48,501	3,399 (7.01%)

APPENDIX B

Online Disability Survey Form
www2.illinois.gov/DisabilitySurvey

State of Illinois - Disability Hiring Survey

Name: _____ Agency: _____ Date: _____ Last 4 of SSN: _____

The purposes of this survey are to collect affirmative action statistics and to identify emergency evacuation needs. Any information provided will be accorded confidentiality and will be used in compliance with state and federal Equal Opportunity Non-Discrimination laws. Information submitted in relation to emergency evacuation needs will be shared with safety personnel.

* Indicates Required Fields

I. Do you have a disability as defined below?

- ○ Yes
- ○ No

II. If yes, identify which disability you have. Indicate as many as three.

1. ☐ Are you blind or do you have serious difficulty seeing even when wearing glasses?
2. ☐ Are you deaf or do you have serious difficulty hearing?
3. ☐ Do you have serious difficulty walking or climbing stairs?
4. ☐ Do you have difficulty dressing or bathing?
5. ☐ Due to a physical, mental, or emotional condition, do you have serious difficulty concentrating, remembering or making decisions?
6. ☐ Due to a physical, mental, or emotional condition, do you have difficulty doing errands such as visiting a doctor's office or shopping?
7. ☐ Other (Examples, Epilepsy, Heart Condition, Mental Illness, Multiple Sclerosis, Muscular Dystrophy)?

   * **If "Other" Please Indicate:** _____

III. Do you need assistance in the event of an emergency evacuation because of your disability?

- ○ Yes
- ○ No

* **Suggested Assistance:** _____

Other Concerns: (Visual, Auditory, Mobility, etc:) _____

* **Please Provide Your Work County:**

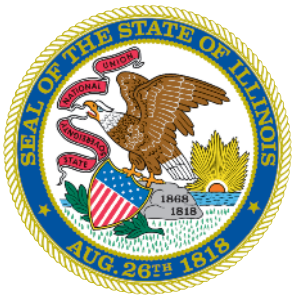
Work County: _____

* **Please Provide Work Address:**

Work Address: _____
_____
_____

Employee Signature:

_____



www.state.il.us/ICED

Programs, activities and employment opportunities in the Illinois Department of Human Services are open and accessible to any individual or group without regard to age, sex, race, sexual orientation, disability, ethnic origin or religion. The department is an equal opportunity employer and practices affirmative action and reasonable accommodation programs.

DHS 4485 (R-04-12) Illinois Interagency Committee on Employees with Disabilities
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