State of Illinois
Department of Human Rights
Department of Human Services

Interagency Committee on Employees with Disabilities

2012 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

April 2013

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 2012. 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 ICED interns with state entities, presenting a webinar on promotional opportunities for employees with disabilities, and hosting an awards ceremony. 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 2012 Annual Report

Co-Chairpersons

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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

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Michelle R.B. Saddler, Secretary, *Department of Human Services, Co-Chairperson*
Francisco Alvarado, 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
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

* Governor Appointed Members

ACCOMPLISHMENTS OF ICED 2012 GOALS

Goal 1. Provide educational opportunities on disability issues utilizing technology to reach the broadest possible audience of state employees.
Activity - Conducted webinar on promotional opportunities for employees with disabilities

Goal 2. Educate Illinois legislators about ICED, its mission, and the status of our state as an employer of people with disabilities.
Activity - Issued annual report to legislative leaders.

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.
Activities - Issued newsletter ICED NEWS,
- Maintained website with information, training, and referral resources,
- Hosted awards ceremony to highlight accomplisments.

ICED Hosts Successful Seminar on Promotional Opportunities for Employees with Disabilities

ICED Presents: The Scoop on Promotions

ICED sponsored a webinar June 27, 2012, on promotional opportunities in state government for employees with disabilities. To make the event accessible to employees around the state and to reduce travel expenses, three alternatives for participation were provided: videoconferencing, teleconferencing, and the Internet. Both captioning and interpreter services were provided for employees who are hard of hearing and deaf. The program opened with a welcome from Kris Smith, the acting director of the Division of Rehabilitation Services. Jaci DeBrun, of the Department of Central Management Services' Disabled Workers Program, set forth ways that employees with disabilities can identify job vacancies, to apply for them, and to utilize employment counseling services offered by her agency. Mary Hodgson, an AFSCME Local 2600 Steward, discussed union rights, programs, and procedures. A panel of current state employees, including Kim Phipps, of the Department of Employment Security, Tommy Saunders and Christina Pean, both of the Department of Human Services, discussed their career paths in state government. Anna D'Ascenzo, of the Department of Human

Services, spoke about the state EEO/AA program. Plenty of time at the end of the program was available for questions from participants. The webinar was recorded and the video and handouts were posted on the ICED website.

LEGISLATIVE REVIEW

The Committee reviews proposed legislation that impacts persons with disabilities and honors a state legislator for his or her efforts to promote employment of persons with disabilities in state government, support disability-related initiatives, and advocate for the rights of persons with disabilities.

ICED AWARDS CEREMONY

On April 25, 2012, 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. The ICED Co-Chairs, Department of Human Rights' Director Rocco J. Claps and Department of Human Services' Secretary Michelle R.B. Saddler opened the well-attended event, which helped educate participants about important issues facing employees with disabilities. In addition to the presentation of awards, the ceremony included a keynote speech by Horacio Esparza, the Executive Director of Progress Center for Independent Living who discussed his life and career as a man who is blind, beginning with his early years in Mexico. Throughout the event, disability awareness was promoted through a series of questions for the audience that generated discussion and enjoyment. Prizes for the awareness event were provided by the Coalition of Citizens with Disabilities in Illinois.

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

Executive Director Kelli Brooks received this award on behalf of the Lake County Center for Independent Living (LCCIL) for its successful implementation of a variety of programs designed to promote independence of people with disabilities. LCCIL was instrumental in the passage of a law improving pedestrian safety for people with disabilities, conducted voter education on disability issues, hosted an Options Transition Resource fair, which attracted 200 families and young people with disabilities, and contributed to the creation of two new transportation programs in Lake County for people with disabilities. One of LCCIL's unique programs is Youth leadership – a 28-week course taught in the schools. The purpose of this program is to assist young people with varying disabilities in transitioning from depending on parents/guardians for decision-making to making life-decisions for themselves. The disability

curriculum helps the students accept their disabilities, gain pride, and seek lofty goals. The Center also conducted a series of educational programs on disability awareness for community and civic groups and elementary, middle, and high schools. In addition, LCCIL conducted over fifteen presentations, attended support groups, and issued press releases to inform the public about services available through the Older Blind Services program. These efforts resulted in nearly 1,000 individuals being introduced to the use of assistive technology.

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

Successful Disability Opportunities Program Recognition

In lieu of an award to the State Agency of the Year, the following agencies were all recognized for their use of the Department of Central Management Services' (CMS) Successful Disability Opportunities (SD) program in FY11. A description of the program appears in Appendix B. The SD program experienced its best year with forty-three placements in FY11. The SD program is one of the primary affirmative action programs within state government for people with disabilities. Jaci DeBrun, who coordinates the program for CMS, was recognized as the individual who has been responsible for the program's success over the years. Agencies participating in the program in FY11 and their number of hires are listed below:

AGENCY	HIRES USING SD PROGRAM
Department of Human Services	34
Department of Central Management Services	2
Historic Preservation Agency	2
Department of Transportation	2
Criminal Justice Information Authority	1
State Fire Marshal's Office	1
Department of Veterans' Affairs	1

Anna D'Ascenzo, Department of Human Services, DHS Secretary Michelle R.B. Saddler, Director Rocco J. Claps, Department of Human Rights, and Jason Brewer, M.C., Department of Natural Resources

State Employee of 2012

Judith A. West, a Rehabilitation Instructor in the Department of Human Services, received the "State Employee of the Year" Award for motivating her customers to do what they never thought they could. One of her customers put it this way, "She gave me my life back." Another one said, "I had no hope at all before I met her. Now, after seeing what she can do, I now can see that I do have a reason to keep trying." Ms. West, who happens to be blind, is able to show her customers how they can function well in their homes, use adaptive technology in college and in the workplace. Judy sets a high standard for her customers: whether it is learning Braille, managing their finances, performing daily living tasks, communicating concerns with their physicians or using state-of-the-art technology in the workplace.

Employment Certificate Winners

The following employees with disabilities, although not designated as the Employee of the Year, were nominated by their agencies for outstanding service to members of the public. The Committee has been consistently impressed with the service provided by state employees with disabilities.

Benro Ogunyipe, Department of Human Services, and Elizabeth Gastelum, Lieutenant Governor's Office

Kyle Lazell, *Capital Development Board*
Kerry Welch, *Department of Corrections*
Joseph Heniff, *Department of Employment Security*
Jerome P. Rochon, *Department of Employment Security*
Patrick Bernard, *Department of Financial and Professional Regulation*
Mitchell Jones, *Department of Healthcare and Family Services*
Robert Griffith, *Department of Human Services*
Rose Marie Holder, *Department of Human Services*
Benro Ogunyipe, *Department of Human Services*
Vance Arnold, *Department of Transportation*
David Dailey, *Department of Transportation*
Lyle Payne, *Department of Veterans' Affairs*

2012 Media Award

Vida Independiente – Radio Program

In establishing a Media Award, ICED recognizes the role played by the media in disseminating information to the public and dispelling myths about people with disabilities. The 2012 Media Award was presented to the radio show partners: Vida Independiente, Univision Radio, and the

Progress Center for Independent Living. Radio Vida Independiente, "Independent Living," is the first radio program in the U.S. to be dedicated entirely to discussing disability-related issues. The program broadcasts stories of and by people with physical and mental disabilities and their families as they successfully achieve full integration in society. Programming also includes interviews with legislators, community leaders, health professionals, and social service providers. The radio show is the central hub and outreach leader of the Department of Human Services' Latino Disability Collaborative. Perhaps even more significant, the program takes the message of independent living and disability empowerment to the general public. The program reaches a wide audience because it entertains as well as educates, using music and lively interviews to hold the public's attention. Univision donates an hour of radio time each week for this program, and the Progress Center for Independent Living, under the direction of Horacio Esparza, provides the programming. The award to Univision was accepted by Doug Levy.

The Carl Suter Award for the Legislator of the Year

Representative La Shawn K. Ford

The 2012 Carl Suter Award was presented to La Shawn K. Ford, who served as a member of the Illinois House of Representatives since 2007 from the 8th District. He championed employment opportunities for people with disabilities through a bill establishing a disability employment plan for state government. Representative Ford has also sponsored bills addressing disability parking problems, and drafted resolutions concerning a variety of disability conditions, including Autism, HIV/AIDS, Sarcodosis, and Alzheimer's Disease.

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 Coalition 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 the Department of Central Management Services' Diversity Enrichment Program webpage to give it greater visibility.

ICED's web site received more than 10,000 hits over the course of the fiscal year, more than last year.

ICED Newsletter

ICED NEWS, now in its twelfth 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 and disaster preparedness for people with disabilities. The newsletter is posted on the ICED website and goes out to several hundred subscribers.

ICED ACTIVITIES IN SUPPORT OF ITS MISSION

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 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

A poster featuring two individuals at the Illinois Department of Human Rights, Scherezade Espinoza, an ICED intern at the time and Mshenda Diming, a current employee.

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

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 2012 had various types of disabilities. Their work roles varied from general office tasks to more specific responsibilities including: administrative work in an agency's legal division, and participating in ICED activities. Supervisory feedback was very positive resulting in a good experience for both the students and the employers.

During FY 2012 (the summer of 2012), 4 students with disabilities were placed as ICED interns with the following Illinois agencies:

Department of Employment Security	**2 interns**
Department of Human Rights	**1 intern**
Department of Transportation	**1 intern**

ADVOCACY

The Access/Advocacy group continues to make the language in job postings a top priority. It was determined that postings often listed requirements that would exclude employees or applicants with disabilities. Often times, the skills listed as necessary did not take into account accommodations available and were broad in nature. For example, the Department of Children and Family Services required a valid driver's license for a Child Welfare Specialist. This title is used not only for caseworkers who provide services to families, but also to employees who work on the child abuse/neglect hotline. After careful review, it was decided that employees on the hotline would not require a license, and those who provided services in the field would need "the ability to travel" versus a valid driver's license. the Department of Central Management Services (CMS) agreed to these changes.

All job postings with problematic language are listed on a spreadsheet managed by the Department of Human Rights. ICED continues to work with CMS to remove language from position descriptions which disqualifies individuals with disabilities needlessly and unfairly.

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 Appendix A 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 2012 – 7.35%). 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 2012. Part of the explanation for the increase in numbers of employees with disabilities is there is now a more reliable system of identifying employees with disabilities, the online disability survey which every state employee takes.

In FY12 itself, the number of employees with disabilities fell from 3,399 to 3,346, or by 53 individuals. During that period, however, the total number of state employees fell from 48,501 to 45, 516, or 2,985 people. The percentage of loss of people with disabilities was lower than the overall state employee reduction, which resulted in an increase of the percentage of state employees with disabilities from 7.01 at the beginning of FY12 to 7.35% at the end of the year. This is the highest percentage of state employees with disabilities in the fifteen year time period. It's possible that the new system of surveying state employees captures more employees with disabilities or that state employees are aging and more likely to have disabilities.

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, 7.35%, 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
- Increasing recruitment efforts by all agencies with respect to hiring individuals with disabilities

PLANS FOR FY2013

ICED has identified goals for which activities will be based during fiscal year 2013.

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

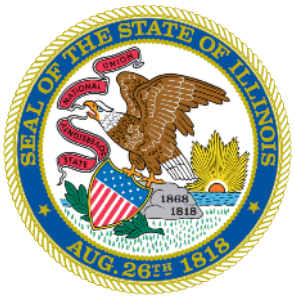
Employees with Disabilities in State Government
1997 to 2012

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%)
June 30, 2012	45,132	3,346 (7.35%)

APPENDIX B

Department of Central Management Services
Successful Disability (SD) Opportunities Program

- The Successful Disability Opportunities Program provides persons with disabilities a greater access to employment opportunities with the State.
- Applicants must be a customer of the Division of Rehabilitation Services and have a Certificate of Eligibility completed by their Department of Human Services/Division of Rehabilitation Services' vocational rehabilitation counselor for each title on file at the time of testing.
- Applicants are able to select the SD option at the same time as they are taking a test for an open competitive position title. Immediately upon completion of the test and receiving a passing grade, in addition to their open competitive grade, their SD grade will be issued.
- SD grades are valid for one year.
- An agency may request the SD eligible list when there is a vacancy to be filled by other means.



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.

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