State of Illinois
Illinois Department of Central Management Services

STATE OF ILLINOIS
2015

ASIAN AMERICAN
Employment Plan

Respectfully submitted to the Illinois General Assembly
by Central Management Services

STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
SPRINGFIELD, ILLINOIS 62706

Pat Quinn
GOVERNOR

January 12, 2015

Dear General Assembly Member,

The following is the 2015 report of the State Asian American Employment Plan which will provide continued increased access to state employment for Asian Americans and will assist with building a state workforce that more accurately reflects the diversity of our great state. The plan will be submitted by the Illinois Department of Central Management Services by February 1 as required by law.

The State Asian American Employment Plan is a result of P.A. 097-0856 which was enacted on July 27, 2012. It provides for the increase of Asian Americans at all levels of state government; tracking the state hiring practices of Asian American employees; increasing the number of Asian Americans promoted; and establishes the Asian American Employment Plan Advisory Council.

I believe that sustained efforts are required to create a more inclusive and representative state workforce that will ensure Illinois remains a leader in diverse employment practices that can serve as an example for all Illinois employers. The Asian American Employment Plan has been part of my administration's unwavering commitment to building a workforce that truly reflects the diversity throughout the Land of Lincoln.

Attached you will find the 2015 report of the State Asian American Employment Plan outlining the action steps of coded state agencies working toward a state workforce that more accurately reflects the diversity of Illinois.

During this reporting period, my administration collaborated with the Asian American Employment Plan Advisory Council and assisted in the development of this plan in collaboration with the Illinois Department of Central Management Services. While we have continued to make progress throughout my administration, there is always room for improvement to achieve full representation of Asian Americans at all levels of state government.

Throughout my administration, we have faced daunting fiscal challenges but have remained committed to promoting a work environment that is inclusive of everyone and leaves no one left out. I am confident that the Illinois Department of Central Management Services' Diversity Enrichment Program will continue to partner with the Asian American Employment Plan Council to meet the goals and objectives outline in this year's plan.

Sincerely,

Pat Quinn
Governor

CMS
ILLINOIS Pat Quinn, Governor
DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
Simone McNeil, Acting Director

January 12, 2015

Dear General Assembly Member:

Public Act 097-0856, enacted in July 2012, requires the Department of Central Management Services to prepare and submit to the General Assembly an annual Asian American Employment Plan reporting each agency's activities in implementing the plan. The legislation is part of the Governor's commitment to diversity in our workforce, including the recruitment, hiring, training, retention, and promotion of Asian American employees.

I submit the 2015 report for your review. Outlined in the body of this report you will find information on the status of the Asian American workforce of individual agencies, as well as their accomplishments in meeting the objectives of this important legislation. We invite your review of this report, as well as your comments and recommendations.

Of course, there are many benefits of having a diverse workforce, but perhaps the most significant is to enable State agencies to provide better services more efficiently to the public. As this report shows, much progress has been made during Governor Quinn's administration, and we look forward to witnessing continued efforts to increase the diversity of the State workforce.

Sincerely,

Simone McNeil
Acting Director

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Printed on Recycled Paper

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I. State Asian American Employment Plan Background

The State Asian American Employment Plan was the result of HB 4510, which Governor Pat Quinn signed into law, becoming Public Act 097-0856 effective July 27th, 2012. Main components of the Act include: increasing the number of Asian American State employees within all levels, including those serving in supervisory, technical, professional and managerial positions; tracking hiring practices of Asian American employees; increasing the number of Asian American employees hired and promoted; and establishing the Asian American Employment Plan Advisory Council.

The legislation also requires the Department of Central Management Services (CMS) to prepare an Asian American Employment Plan (AsAEP) and report to the General Assembly each year by February 1 on agencies' activities in implementing the Plan. In turn, each agency is required to report annually to CMS all activities in implementing the AsAEP and shall do this in a format as prescribed by CMS in collaboration with the AsAEP Advisory Council.

In 2013, CMS implemented the first AsAEP and began collaborations with the AsAEP Advisory Council to develop the 2014 AsAEP. CMS continues to work collaboratively with the AsAEP Advisory Council to develop subsequent plans and update them with current demographics and employment statistics relating to Illinois' Asian American general population as compared to the Asian American State employee workforce.

In 2013, CMS, in partnership with the AsAEP Advisory Council, developed an on-line survey to assist agencies in reporting activities, strategies, and programs undertaken in accordance with the AsAEP. The first online survey was distributed to State agencies during the Fall of 2013. The inaugural on-line survey provided a detailed profile of the Asian American State employee workforce and helped in developing objectives for the next annual Plan.

The AsAEP Advisory Council has met once each quarter since March of 2013, and in addition to developing the on-line survey, assisted with targeted outreach efforts in the Asian American community. The Council has sponsored eight workshops geared toward informing community members about State employment opportunities and the State employment process. Featuring the participation of over a dozen State agencies and several dozen community co-sponsors, the eight workshops were held around the State in the following locations reaching more than 700 people:

- Sangamon County (Chatham Public Library)
- City of Chicago (Northtown Branch Library, Truman Community College, and JRTC)
- Suburban Cook County (Harper College and Oakton Community College)
- Champaign County (University of Illinois)
- DuPage County (College of DuPage)

II. Executive Summary

Data used for developing the 2015 report is based on calendar year 2014, a year in which State agencies regained some opportunities to hire. Overall, the State's workforce saw a net increase of 1,415 employees from 42,864 in December 2013 compared to 44,279 at the end of December 2014.

Data from 2014 shows that the total number of Asian American Personnel Code-covered State employees has remained steady at approximately 2.5%, with a modest increase of 31 employees, but a slight .02% decrease in percentage terms from 2013. This figure stands in contrast to the overall percentage of Asian Americans in the Illinois population, which was 5.2% according to the 2010 Census.

When considering the percentage of Asian American Personnel Code-covered State employees by county, data shows that out of the 11 counties where the Asian American population equals or exceeds the state average, only four had a higher percentage of Asian American state employees than the percentage of Asian Americans in the population. Improvement is needed in Champaign, Cook, DuPage, Jackson, McLean, Peoria, and Will Counties.

There are 1,098 Asian American Personnel Code-covered State employees across Illinois. The five agencies with the highest number of Asian American employees are the Department of Human Services, Department of Public Health, Department of Revenue, Department of Healthcare and Family Services, and Department of Corrections. In four of these five agencies, the percentage of Personnel Code-covered Asian American State employees in the agency workforce is higher than the overall percentage of Asian American Personnel Code-covered State employees. Considering percentage terms alone, there are seven state agencies at which the percentage of Asian American Personnel Code-covered State employees is higher than the percentage of Asian Americans in the overall Illinois population.

In calendar year 2014, 151,353 open competitive exams were administered to applicants seeking State employment. Of those, 3,721 were administered to Asian Americans. Sixty-nine percent of Asian Americans who took these exams received qualifying grades. This passage rate is comparable to other applicants at 71 percent.

The statistical data from this report shows that while there are several agencies with an Asian American workforce near or on par with the overall population percentage of Asian Americans in Illinois, within the vast majority of agencies, the percentage of Asian American Personnel Code-covered employees is well below the percentage of Asian Americans in the Illinois population.

III. Current Demographics

Based on State employment workforce statistics as of December 31, 2014, approximately 2.5% of the Personnel Code-covered State employees are Asian American (1,098). Setting that figure in context, Asian Americans comprise 5.2% of Illinois' general population (based on the 2010 census). The eight Illinois counties with the highest population of Asian Americans are listed below followed by the corresponding number of Personnel Code-covered Asian American State employees.

COUNTY	% ASIAN AMERICAN POPULATION	ASIAN AMERICANS AS % STATE WORKFORCE
Cook	(322,672) 6.2%	(457) 4.86%
Du Page	(92,304) 10.1%	(27) 4.84%
Lake	(44,358) 6.3%	(55) 7.63%
Will	(30,833) 4.6%	(18) 1.08%
Champaign	(17,969) 8.9%	(1) 0 .33%
Kane	(17,895) 3.5%	(194) 14.2%
Mc Henry	(7,807) 2.5%	(4) 3.63%
Sangamon	(3,220) 1.6%	(197) 2.08%

There are 1,098 Asian American Personnel Code-covered State employees. The five agencies with the largest number of Asian American Personnel Code-covered employees are indicated below, followed by the number of Asian American Personnel Code-covered employees and their percentage of the total agency workforce.

AGENCY	COUNT OF ASIAN AMERICAN EMPLOYEES
Department of Human Services	523 (4.2%)
Department of Public Health	81 (7.1%)
Department of Revenue	73 (4.3%)
Department of Healthcare & Family Services	66 (3.2%)
Department of Corrections	58 (.5%)

In calendar year 2014, 151,353 open competitive exams were administered, 8 percent or 12,551 fewer exams than in 2013. Of those, 3,721were administered to Asian Americans. The chart below illustrates how Asian Americans fared when compared to all applicants. Compared to other applicants, Asian Americans passed at a comparable rate: 69% of Asian Americans who took the exams passed, compared to 71% of other applicants.

CY 2014	ASIAN AMERICANS	NON-ASIAN AMERICANS	TOTAL
Open Competitive Total Grades	3,721	147,632	151,353
A Grade	1,122	38,942	40,064
B Grade	939	43,643	44,582
C Grade	500	22,252	22,752
Failed Grade	1,160	42,795	43,955

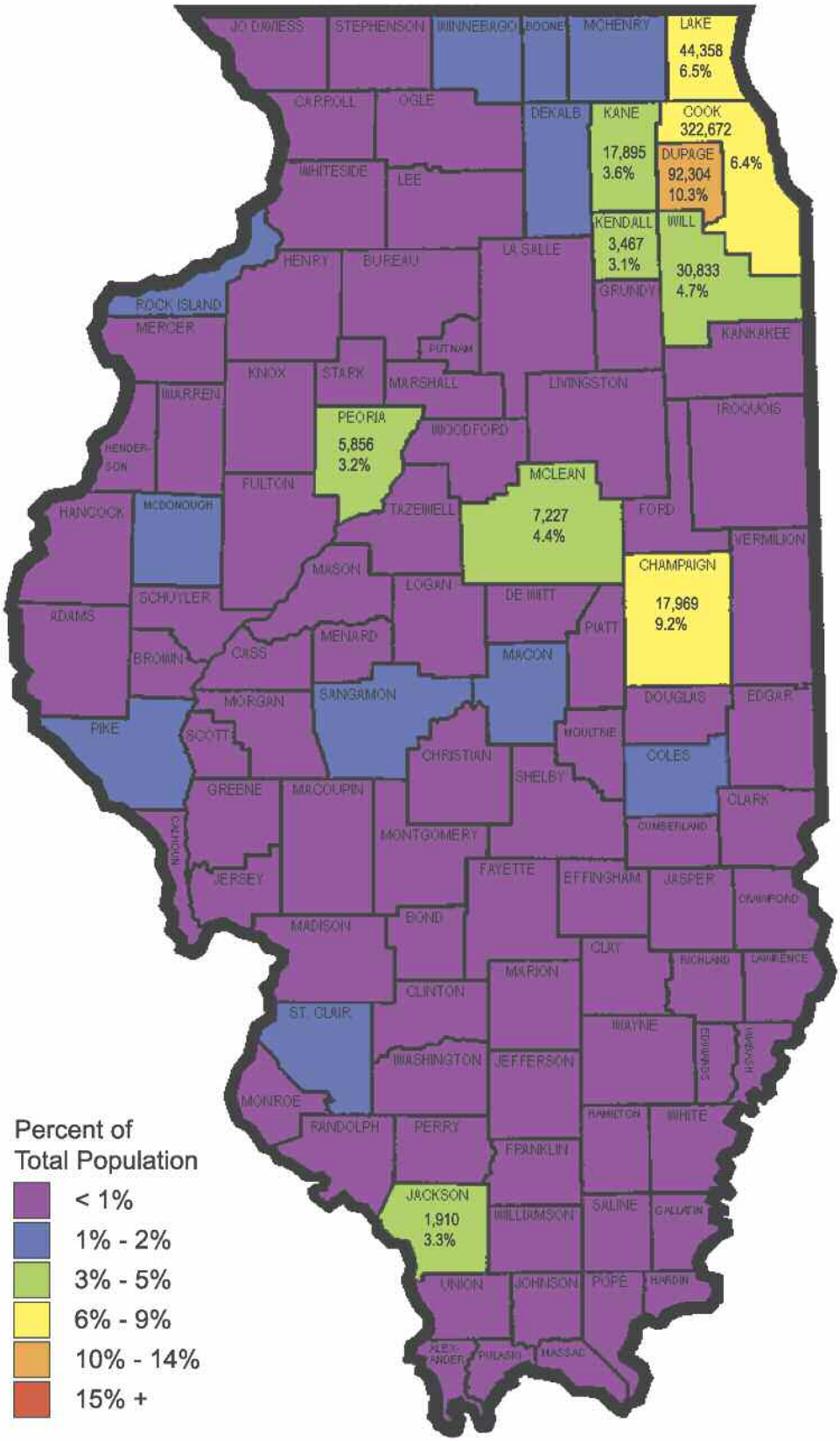
In the Upward Mobility Program, there was an increase in Asian American employee participation during 2014. There were 49 Asian Americans enrolled in 2014 compared to 13 that were enrolled in 2013. There were 9 Asian Americans promoted under the program during 2014 compared to the 4 in 2013.

Veterans are provided preference in state hiring, which may influence minority hiring among state agencies. Veterans account for 18.1% of the total Personnel Code-covered employee workforce. There are a total of 7,994 veterans employed in Personnel Code positions, including 46 Asian American veterans. Asian American veterans account for 0.58% of the state employee veterans. The agencies with highest number of veterans are shown below along with the total number of Asian American veterans.

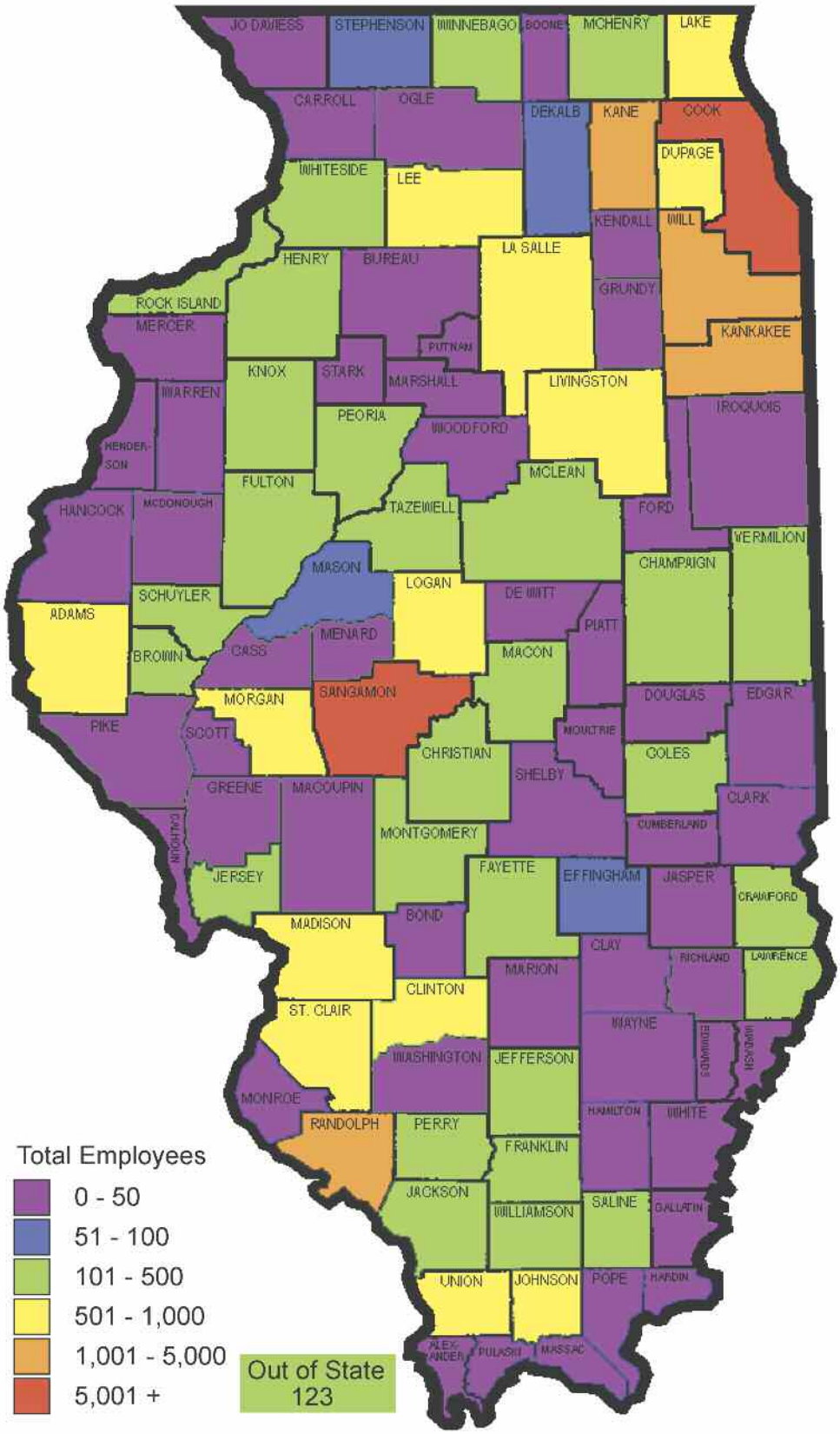
State Employee Veterans

AGENCY	Asian	% Asian	Total veterans
CORRECTIONS	11	0.5%	2,366
TRANSPORTATION	4	0.3%	1,600
HUMAN SERVICES	10	0.8%	1,185
HEALTHCARE & FAMILY SERVICES	1	0.3%	319
EMPLOYMENT SECURITY	3	1.0%	303
NATURAL RESOURCES	2	0.8%	261
VETERANS AFFAIRS	3	1.2%	253
REVENUE	3	1.3%	238
CENTRAL MANAGEMENT SERVICES	1	0.4%	231

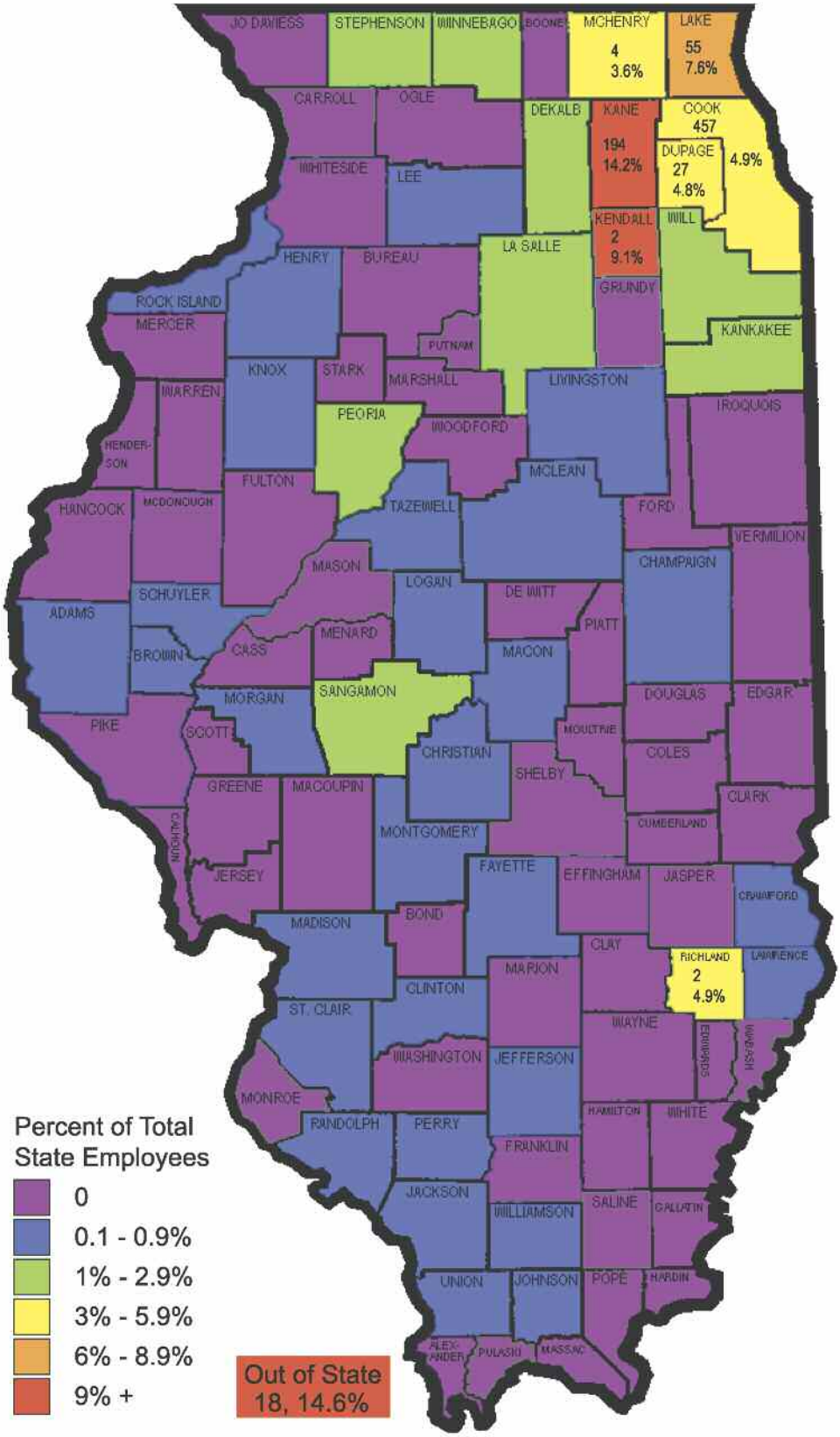
Illinois Asian American Population 2010 Census Data



Coded State Employees as of 12/31/2014



Coded Asian American State Employees as of 12/31/2014



Asian American Population * vs. Workforce 2014**

COUNTY NAME	TOTAL POPULATION	% Asian American	TOTAL Asian American	All	% Asian American	TOTAL Asian American
Adams	67,103	0.70%	441	635	0.63%	4
Alexander	8,238	0.20%	16	23	0.00%	0
Bond	17,768	0.40%	68	15	0.00%	0
Boone	54,165	1.30%	686	5	0.00%	0
Brown	6,937	0.20%	16	359	0.28%	1
Bureau	34,978	0.70%	228	48	0.00%	0
Calhoun	5,089	0.20%	12	23	0.00%	0
Carroll	15,387	0.30%	53	15	0.00%	0
Cass	13,642	0.30%	44	16	0.00%	0
Champaign	201,081	8.90%	17,969	297	0.34%	1
Christian	34,800	0.50%	167	257	0.39%	1
Clark	16,335	0.30%	55	13	0.00%	0
Clay	13,815	0.50%	63	16	0.00%	0
Clinton	37,762	0.40%	167	920	0.76%	7
Coles	53,873	1.00%	531	110	0.00%	0
Cook	5,194,675	6.20%	322,672	9,397	4.86%	457
Crawford	19,817	0.50%	103	256	0.39%	1
Cumberland	11,048	0.20%	27	8	0.00%	0
De Kalb	105,160	2.30%	2,438	72	1.39%	1
De Witt	16,561	0.40%	60	32	0.00%	0
Douglas	19,980	0.40%	83	25	0.00%	0
DuPage	916,924	10.10%	92,304	557	4.85%	27
Edgar	18,576	0.20%	33	38	0.00%	0
Edwards	6,721	0.30%	22	0	0.00%	0
Effingham	34,242	0.40%	147	93	0.00%	0
Fayette	22,140	0.20%	51	374	0.53%	2
Ford	14,081	0.30%	37	18	0.00%	0
Franklin	39,561	0.30%	124	105	0.00%	0
Fulton	37,069	0.30%	112	357	0.00%	0
Gallatin	5,589	0.10%	5	1	0.00%	0
Greene	13,886	0.10%	16	10	0.00%	0
Grundy	50,063	0.70%	327	25	0.00%	0
Hamilton	8,457	0.20%	19	6	0.00%	0
Hancock	19,104	0.20%	46	16	0.00%	0
Hardin	4,320	0.50%	22	7	0.00%	0
Henderson	7,331	0.20%	15	10	0.00%	0
Henry	50,486	0.40%	191	259	0.77%	2
Iroquois	29,718	0.30%	103	28	0.00%	0
Jackson	60,218	3.20%	1,910	134	0.75%	1
Jasper	9,698	0.20%	24	19	0.00%	0
Jefferson	38,827	0.60%	246	463	0.65%	3
Jersey	22,985	0.30%	77	114	0.00%	0
Jo Daviess	22,678	0.30%	72	17	0.00%	0
Johnson	12,582	0.20%	22	765	0.26%	2
Kane	515,269	3.50%	17,895	1,366	14.20%	194
Kankakee	113,449	0.90%	1,052	1,711	1.11%	19
Kendall	114,736	3.00%	3,467	22	9.09%	2
Knox	52,919	0.60%	338	383	0.26%	1
Lake	703,462	6.30%	44,358	720	7.64%	55
La Salle	113,924	0.70%	762	879	1.37%	12
Lawrence	16,833	0.20%	38	405	0.49%	2
Lee	36,031	0.70%	246	818	0.61%	5
Livingston	38,950	0.50%	199	991	0.20%	2
Logan	30,305	0.60%	184	671	0.60%	4
Mc Donough	32,612	1.80%	580	38	0.00%	0
Mc Henry	308,760	2.50%	7,807	110	3.64%	4

Asian American Population * vs. Workforce 2014**						
COUNTY NAME	TOTAL POPULATION	% Asian American	TOTAL Asian American	All	% Asian American	TOTAL Asian American
Macon	110,768	1.00%	1,118	374	0.27%	1
Macoupin	47,765	0.30%	129	41	0.00%	0
Madison	269,282	0.80%	2,254	680	0.88%	6
Marion	39,437	0.60%	224	49	0.00%	0
Marshall	12,640	0.40%	45	13	0.00%	0
Mason	14,666	0.30%	40	57	0.00%	0
Massac	15,429	0.30%	42	34	0.00%	0
Menard	12,705	0.20%	30	13	0.00%	0
Mercer	16,434	0.30%	52	9	0.00%	0
Monroe	32,957	0.40%	144	22	0.00%	0
Montgomery	30,104	0.40%	111	434	0.69%	3
Morgan	35,547	0.50%	168	748	0.13%	1
Moultrie	14,846	0.20%	31	12	0.00%	0
Ogle	53,497	0.50%	250	45	0.00%	0
Peoria	186,494	3.10%	5,856	446	1.12%	5
Perry	22,350	0.40%	87	479	0.21%	1
Piatt	16,729	0.30%	51	9	0.00%	0
Pike	16,430	0.20%	38	28	0.00%	0
Pope	4,470	0.20%	11	10	0.00%	0
Pulaski	6,161	0.20%	13	8	0.00%	0
Putnam	6,006	0.20%	13	4	0.00%	0
Randolph	33,476	0.30%	104	1,372	0.58%	8
Richland	16,233	0.70%	119	41	4.88%	2
Rock Island	147,546	1.60%	2,419	483	0.41%	2
St. Clair	270,056	1.20%	3,276	659	0.61%	4
Saline	24,913	0.40%	101	283	0.00%	0
Sangamon	197,465	1.60%	3,220	9,442	2.09%	197
Schuyler	7,544	0.10%	9	222	0.90%	2
Scott	5,355	0.20%	12	5	0.00%	0
Shelby	22,363	0.30%	56	19	0.00%	0
Stark	5,994	0.30%	19	11	0.00%	0
Stephenson	47,711	0.60%	297	63	1.59%	1
Tazewell	135,394	0.70%	999	137	0.73%	1
Union	17,808	0.30%	54	648	0.93%	6
Vermilion	81,625	0.70%	564	369	0.00%	0
Wabash	11,947	0.60%	70	24	0.00%	0
Warren	17,707	0.50%	94	19	0.00%	0
Washington	14,716	0.30%	42	17	0.00%	0
Wayne	16,760	0.40%	71	19	0.00%	0
White	14,665	0.20%	31	14	0.00%	0
Whiteside	58,498	0.50%	276	126	0.00%	0
Will	677,560	4.60%	30,833	1,664	1.08%	18
Williamson	66,357	0.80%	561	265	0.75%	2
Winnebago	295,266	2.30%	6,810	499	1.80%	9
Woodford	38,664	0.60%	213	14	0.00%	0
Totals	12,830,632	4.60%	586,934	44,280	2.48%	1,098

* Information on the general population of Illinois is from the 2010 census
** Reflects Personnel Code Employees as of 12/31/2014

128 employees live outside the boundaries of the State of Illinois, including 18 Asian American employees

Personnel Code-Covered Asian American Employees as of 12/31/2014

Agency	Employees		Asian-American
	Asian-Americans	Total	%
AGING	3	135	2.2%
AGRICULTURE	4	343	1.2%
ARTS COUNCIL	1	17	5.9%
CAPITAL DEVELOPMENT BOARD	1	47	2.1%
CENTRAL MANAGEMENT SERVICES	26	1,394	1.9%
CHILDREN & FAMILY SERVICES	55	2,649	2.1%
CIVIL SERVICE COMMISSION	0	4	0.0%
COMMERCE & ECONOMIC OPPORTUNITY	8	358	2.2%
COMMERCE COMMISSION	0	69	0.0%
CORRECTIONS	58	10,904	0.5%
CRIMINAL JUSTICE AUTHORITY	6	53	11.3%
DEAF&HARD OF HEARING COMMISION	0	7	0.0%
DEVELOPMENTAL DISABILITIES COUNCIL	0	9	0.0%
EMERGENCY MANAGEMENT AGENCY	0	81	0.0%
EMPLOYMENT SECURITY	48	1,261	3.8%
ENVIRONMENTAL PROTECTION	48	788	6.1%
FINANCIAL & PROFESSIONAL REGULATIONS	8	439	1.8%
GAMING BOARD	1	159	0.6%
GUARDIANSHIP & ADVOCACY	1	105	1.0%
HEALTHCARE & FAMILY SERVICES	66	2,061	3.2%
HISTORIC PRESERVATION	0	154	0.0%
HUMAN RIGHTS COMMISSION	0	14	0.0%
HUMAN RIGHTS DEPARTMENT	4	138	2.9%
HUMAN SERVICES	523	12,308	4.2%
IL TORTURE INQUIRY RELIEF COMMISSION	0	3	0.0%
INDEPENDENT TAX TRIBUNAL	1	1	100.0%
INSURANCE	10	237	4.2%
INVESTMENT BOARD	0	4	0.0%
JUVENILE JUSTICE	9	1,020	0.9%
LABOR	2	91	2.2%
LABOR RELATIONS BOARD EDUCATIONAL	0	11	0.0%
LABOR RELATIONS BOARD	1	18	5.6%
LAW ENF TRNG&STANDARD BD	1	17	5.9%
LOTTERY	3	132	2.3%
MILITARY AFFAIRS	0	123	0.0%
NATURAL RESOURCES	9	1,216	0.7%
POLLUTION CONTROL BOARD	0	20	0.0%
PRISONER REVIEW BOARD	0	17	0.0%
PROPERTY TAX APPEAL BOARD	0	31	0.0%
PUBLIC HEALTH	81	1,139	7.1%
RACING BOARD	0	2	0.0%
REVENUE	73	1,698	4.3%
STATE FIRE MARSHAL	0	128	0.0%
STATE POLICE *	18	1,095	1.6%
STATE POLICE MERIT BOARD	0	5	0.0%
STATE RETIREMENT SYSTEMS	2	95	2.1%
TRANSPORTATION **	6	2,202	0.3%
VETERANS AFFAIRS	18	1,351	1.3%
WORKERS COMPENSATION COMMISION	3	126	2.4%
STATE WIDE TOTALS :	1098	44,279	2.5%

*State Police has an additional 1,804 sworn personnel that are not Personnel Code-covered employees of which 25 are Asian (1.39%).
** Transportation has an additional 3, 036 employees not covered by the Personnel Code of which 101 are Asian. (3.33%)

Personnel Code-Covered Asian American Employees in SPSA Positions as of 12/31/2014

Agency	SPSA's Asian-Americans	SPSA's Total	Asian-American %
AGING	0	17	0.0%
AGRICULTURE	0	24	0%
ARTS COUNCIL	0	3	0%
CAPITAL DEVELOPMENT BD	0	0	0%
CENTRAL MANAGEMENT SVCS	3	123	2.4%
CHILDREN & FAMILY SVCS	1	84	1.2%
CIVIL SERVICE COMMISSION	0	1	0%
COMM & ECON OPPORTUNITY	1	74	1.4%
COMMERCE COMMISSION	0	0	0%
CORRECTIONS	0	124	0%
CRIMINAL JUSTICE AUTH	0	4	0%
DEAF&HARD OF HEARING COM	0	2	0%
DEV DISABILITIES COUNCIL	0	2	0%
EMERGENCY MGMT AGENCY	0	5	0%
EMPLOYMENT SECURITY	3	62	4.8%
ENVIRONMENTAL PROTECTION	5	47	10.6%
FIN & PROF REG	2	43	4.7%
GAMING BOARD	0	12	0%
GUARDIANSHIP & ADVOCACY	0	7	0%
HEALTHCARE & FAMILY SRV	6	139	4.31
HISTORIC PRESERVATION	0	16	0%
HUMAN RIGHTS COMMISSION	0	2	0%
HUMAN RIGHTS DEPARTMENT	0	9	0%
HUMAN SERVICES	3	198	1.5%
IL TORTURE INQRY RLF COM	0	1	0%
INDEPENDENT TAX TRIBUNAL	0	0	0%
INSURANCE	0	18	0%
INVESTMENT BOARD	0	2	0%
JUVENILE JUSTICE	0	30	0%
LABOR	0	8	0%
LABOR REL BD EDUCATIONAL	0	2	0%
LABOR RELATIONS BD ILL	0	3	0%
LAW ENF TRNG&STANDARD BD	0	2	0%
LOTTERY	0	6	0%
MILITARY AFFAIRS	0	2	0%
NATURAL RESOURCES	1	45	2.2%
POLLUTION CONTROL BOARD	0	1	0%
PRISONER REVIEW BOARD	0	0	0%
PROPERTY TAX APPEAL BD	0	2	0%
PUBLIC HEALTH	6	71	8.5%
RACING BOARD	0	1	0%
REVENUE	0	61	0%
STATE FIRE MARSHAL	0	11	0%
STATE POLICE	2	28	7.1%
STATE POLICE MERIT BOARD	0	1	0%
STATE RETIREMENT SYSTEMS	0	7	0%
TRANSPORTATION	0	0	0%
VETERANS AFFAIRS	0	16	0%
WORKERS COMPENSATION COM	0	15	0%
GRAND TOTAL:	33	1,331	2.5%

Personnel Code-Covered Asian American Employees in PSA Positions as of 12/31/2014

Agency	PSA's		Asian-American
	Asian-Americans	Total	%
AGING	0	22	0%
AGRICULTURE	0	17	0%
ARTS COUNCIL	0	2	0%
CAPITAL DEVELOPMENT BD	0	1	0%
CENTRAL MANAGEMENT SVCS	2	196	1.0%
CHILDREN & FAMILY SVCS	9	455	2.0%
CIVIL SERVICE COMMISSION	0	1	0%
COMM & ECON OPPORTUNITY	3	78	3.8%
COMMERCE COMMISSION	0	1	0%
CORRECTIONS	1	207	0.5%
CRIMINAL JUSTICE AUTH	0	10	0%
DEAF&HARD OF HEARING COM	0	2	0%
DEV DISABILITIES COUNCIL	0	3	0%
EMERGENCY MGMT AGENCY	0	15	0%
EMPLOYMENT SECURITY	7	157	4.5%
ENVIRONMENTAL PROTECTION	2	77	2.6%
FIN & PROF REG	2	64	3.1%
GAMING BOARD	1	35	2.9%
GUARDIANSHIP & ADVOCACY	0	12	0%
HEALTHCARE & FAMILY SRV	9	247	3.6%
HISTORIC PRESERVATION	0	8	0%
HUMAN RIGHTS COMMISSION	0	1	0%
HUMAN RIGHTS DEPARTMENT	0	19	0%
HUMAN SERVICES	24	656	3.7%
IL TORTURE INQRY RLF COM	0	1	0%
INDEPENDENT TAX TRIBUNAL	1	1	100.0%
INSURANCE	2	56	3.6%
INVESTMENT BOARD	0	0	0%
JUVENILE JUSTICE	1	20	5.0%
LABOR	0	8	0%
LABOR REL BD EDUCATIONAL	0	7	0%
LABOR RELATIONS BD ILL	0	9	0%
LAW ENF TRNG&STANDARD BD	0	4	0%
LOTTERY	0	9	0%
MILITARY AFFAIRS	0	3	0%
NATURAL RESOURCES	2	56	3.6%
POLLUTION CONTROL BOARD	0	9	0%
PRISONER REVIEW BOARD	0	1	0%
PROPERTY TAX APPEAL BD	0	4	0%
PUBLIC HEALTH	18	254	7.1%
RACING BOARD	0	0	0%
REVENUE	1	139	0.7%
STATE FIRE MARSHAL	0	14	0%
STATE POLICE	3	57	5.3%
STATE POLICE MERIT BOARD	0	1	0%
STATE RETIREMENT SYSTEMS	1	11	9.1%
TRANSPORTATION	1	17	5.9%
VETERANS AFFAIRS	0	39	0%
WORKERS COMPENSATION COM	3	12	25.0%
GRAND TOTAL:	93	3,018	3.1%

Distribution of SPSA Employees Represented by Collective Bargaining Units and Not Represented by Collective Bargaining Units, as of 12/31/2014

Agency	Bargaining Unit?		Total	Bargaining Unit %
	Yes	No		
AGING	0	17	17	0.0%
AGRICULTURE	0	24	24	0.0%
ARTS COUNCIL	0	3	3	0.0%
CAPITAL DEVELOPMENT BD	0	0	0	0.0%
CENTRAL MANAGEMENT SVCS	0	123	123	0.0%
CHILDREN & FAMILY SVCS	0	84	84	0.0%
CIVIL SERVICE COMMISSION	0	1	1	0.0%
COMM & ECON OPPORTUNITY	0	74	74	0.0%
COMMERCE COMMISSION	0	0	0	0.0%
CORRECTIONS	0	124	124	0.0%
CRIMINAL JUSTICE AUTH	0	4	4	0.0%
DEAF&HARD OF HEARING COM	0	2	2	0.0%
DEV DISABILITIES COUNCIL	0	2	2	0.0%
EMERGENCY MGMT AGENCY	0	5	5	0.0%
EMPLOYMENT SECURITY	0	62	62	0.0%
ENVIRONMENTAL PROTECTION	0	47	47	0.0%
FIN & PROF REG	0	43	43	0.0%
GAMING BOARD	5	7	12	41.7%
GUARDIANSHIP & ADVOCACY	0	7	7	0.0%
HEALTHCARE & FAMILY SRV	0	139	139	0.0%
HISTORIC PRESERVATION	0	16	16	0.0%
HUMAN RIGHTS COMMISSION	0	2	2	0.0%
HUMAN RIGHTS DEPARTMENT	0	9	9	0.0%
HUMAN SERVICES	0	198	198	0.0%
IL TORTURE INQRY RLF COM	0	1	1	0.0%
INDEPENDENT TAX TRIBUNAL	0	0	0	0.0%
INSURANCE	0	18	18	0.0%
INVESTMENT BOARD	0	2	2	0.0%
JUVENILE JUSTICE	0	30	30	0.0%
LABOR	0	8	8	0.0%
LABOR REL BD EDUCATIONAL	0	2	2	0.0%
LABOR RELATIONS BD ILL	0	3	3	0.0%
LAW ENF TRNG&STANDARD BD	0	2	2	0.0%
LOTTERY	0	6	6	0.0%
MILITARY AFFAIRS	0	2	2	0.0%
NATURAL RESOURCES	0	45	45	0.0%
POLLUTION CONTROL BOARD	0	1	1	0.0%
PRISONER REVIEW BOARD	0	0	0	0.0%
PROPERTY TAX APPEAL BD	0	2	2	0.0%
PUBLIC HEALTH	0	71	71	0.0%
RACING BOARD	0	1	1	0.0%
REVENUE	0	61	61	0.0%
STATE FIRE MARSHAL	0	11	11	0.0%
STATE POLICE	4	24	28	14.3%
STATE POLICE MERIT BOARD	0	1	1	0.0%
STATE RETIREMENT SYSTEMS	0	7	7	0.0%
TRANSPORTATION	0	0	0	0.0%
VETERANS AFFAIRS	0	16	16	0.0%
WORKERS COMPENSATION COM	0	15	15	0.0%
GRAND TOTAL:	9	1,322	1,331	0.7%

Distribution of PSA Employees Represented by Collective Bargaining Units and Not Represented by Collective Bargaining Units, as of 12/31/2014

Agency	Bargaining Unit?		Total	Bargaining Unit %
	Yes	No		
AGRICULTURE	4	13	17	23.5%
ARTS COUNCIL	0	2	2	0.0%
CAPITAL DEVELOPMENT BD	1	0	1	100.0%
CENTRAL MANAGEMENT SVCS	114	82	196	58.2%
CHILDREN & FAMILY SVCS	310	145	455	68.1%
CIVIL SERVICE COMMISSION	0	1	1	0.0%
COMMERCE & ECONOMIC OPPORTUNITY	49	29	78	62.8%
COMMERCE COMMISSION	1	0	1	100.0%
CORRECTIONS	69	138	207	33.3%
CRIMINAL JUSTICE AUTH	5	5	10	50.0%
DEAF&HARD OF HEARING COM	0	2	2	0.0%
DEV DISABILITIES COUNCIL	0	3	3	0.0%
EMERGENCY MGMT AGENCY	7	8	15	46.7%
EMPLOYMENT SECURITY	63	94	157	40.1%
ENVIRONMENTAL PROTECTION	70	7	77	90.9%
FINANCIAL & PROFESSIONAL REGULATIONS	36	28	64	56.3%
GAMING BOARD	30	5	35	85.7%
GUARDIANSHIP & ADVOCACY	6	6	12	50.0%
HEALTHCARE & FAMILY SRV	175	72	247	70.9%
HISTORIC PRESERVATION	0	8	8	0.0%
HUMAN RIGHTS COMMISSION	0	1	1	0.0%
HUMAN RIGHTS DEPARTMENT	18	1	19	94.7%
HUMAN SERVICES	293	363	656	44.7%
IL TORTURE INQRY RLF COM	0	1	1	0.0%
INDEPENDENT TAX TRIBUNAL	0	1	1	0.0%
INSURANCE	41	15	56	73.2%
INVESTMENT BOARD	0	0	0	0.0%
JUVENILE JUSTICE	3	17	20	15.0%
LABOR	4	4	8	50.0%
LABOR REL BD EDUCATIONAL	0	7	7	0.0%
LABOR RELATIONS BD ILL	0	9	9	0.0%
LAW ENF TRNG&STANDARD BD	1	3	4	25.0%
LOTTERY	6	3	9	66.7%
MILITARY AFFAIRS	0	3	3	0.0%
NATURAL RESOURCES	33	23	56	58.9%
POLLUTION CONTROL BOARD	4	5	9	44.4%
PRISONER REVIEW BOARD	0	1	1	0.0%
PROPERTY TAX APPEAL BD	2	2	4	50.0%
PUBLIC HEALTH	244	10	254	96.1%
RACING BOARD	0	0	0	0.0%
REVENUE	12	127	139	8.6%
STATE FIRE MARSHAL	6	8	14	42.9%
STATE POLICE	30	27	57	52.6%
STATE POLICE MERIT BOARD	0	1	1	0.0%
STATE RETIREMENT SYSTEMS	8	3	11	72.7%
TRANSPORTATION	15	2	17	88.2%
VETERANS AFFAIRS	1	38	39	2.6%
WORKERS COMPENSATION COM	7	5	12	58.3%
GRAND TOTAL:	1,675	1,343	3,018	55.5%

In the tables above, notable changes in the statistics compared to 2013 are as follows:

- The total number of Asian Americans in the state workforce increased by 31 employees, but because there was an overall increase in state employment numbers the percentage of Asian Americans employees remained at 2.5%.
- The total number of Senior Public Service Administrators (SPSAs) who are Asian American decreased slightly from 38 to 33.
- The number of Asian American Public Service Administrators (PSAs) increased by three from 90 to 93, resulting in a slight percentage increase to 3.1% from 2.99%.

IV. 2014 State Asian American Employment On-line Survey and Best Practices

To standardize how information is gathered, CMS in collaboration with the AsAEP Advisory Council developed an on-line survey to assist agencies in reporting specific activities and data relevant to Asian American State employees. This on-line survey was launched in December of 2013 and was administered again in December of 2014, requiring all agencies with Personnel Code-covered employees to respond. The intent of this survey was to gather information as required by the legislation to develop benchmarks from which the AsAEP could be developed and evaluated in subsequent years.

The completed surveys from each agency are available in the appendices to this report. All agencies under the jurisdiction of the Governor's Office responded to the survey request. Survey responses included some richly detailed qualitative data that will allow the AsAEP Advisory Council to track and monitor strategies and best practices used by some agencies that have been successful in recruiting, hiring, promoting, and retaining Asian American employees. Survey results also will allow monitoring of agencies in order to track their efforts to address underutilization of Asian Americans in the State's workforce.

Responses from the 2014 Asian American Employment Plan Survey include the following excerpted highlights and Best Practices:

- Maintain an electronic mailbox for all inquiries regarding employment opportunities, recruitments, applications and general questions.
- Develop and produce recruitment/promotional literature for use when attending recruitment and community events and/or functions.
- Maintain and update the agency's employment opportunity website.
- Conduct workshop sessions designed to address the hiring and interview process.
- Initiate meetings with community stakeholders to create a partnership to increase awareness of employment opportunities, the application process and sources of applicant referrals.
- Prior to posting vacancies alert the staff of the Diversity Enrichment Program.
- Post jobs on outside employment websites: Monster.com, Career Builder, etc...
- Asian Americans accounted for 2.84% of the overall new hires and 2.8% of overall promotions.

- There were 409 student interns/student workers hired with Asians Americans accounting for 4.65%.
- There were 12 Asian American veterans hired out of 981.
- There are 117 Asian Americans employees who are certified to serve on Rutan interview hiring panels, which is an increase from the 88 reported in 2013.

Based on evaluations of the surveys, observation, and discussion with Asian American Employment Plan Advisory Council members and agency liaisons, additional recommendations were made about general Best Practices for improving the recruitment, hiring, retention, and promotion of Asian American state employees:

- Agencies under the Governor's Office jurisdiction should designate a representative to serve as an ex-officio member of the Asian American Employment Plan Advisory Council
- Agencies are advised to meet individually with the Governor's Office and/or CMS staff member who provides administrative support for the Asian American Employment Plan Advisory Council in order to discuss strategies to address underutilization of Asian Americans within their agency.
- Agencies should assign recruiters to attend one the targeted recruitment workshops and job fairs organized to inform Asian American community members about the State employment process.
- Agencies should have Recruitment and Selection units that meet regularly to address underutilization numbers and discuss recruitment strategies.
- Agencies should reach out to the AsAEP Advisory Council, CMS Diversity Enhancement Program staff, or others with the appropriate expertise in order to improve their outreach and targeted recruitment efforts in the Asian American community.
- Agencies could establish an Asian American Advisory Council and a specifically designated position focused on Asian American Services to engage in community outreach, advocacy, and training in the Asian American community, and recruitment.
- Agencies with the best track record of recruitment and hiring of Asian Americans have Asian Americans in key leadership positions.

See Appendices

V. 2014 Asian American Employment Action Plan and Objectives Status

STRATEGY/OBJECTIVES	WHO	STATUS
Leadership **1.0** Each agency director will be given a copy of the 2013 Asian American Employment Plan with a letter from the Governor highlighting the importance of diversity in general while reminding agencies of their obligation to Affirmative Action and Equal Employment Opportunity.	CMS, Governor's Office	Met
1.1 An overview of the Plan will be presented to the Governor's Deputy Chiefs of Staff and Agency Directors to inform on specifics of the Plan and to affirm the Administration's commitment to the Plan.	CMS, Governor's Office, Agency Directors	Met
1.2 Analyze all relevant data to develop 2014 AsAEP for presentation to the General Assembly by February 1st, as required by PA 097-0856.	CMS, code state agencies, Asian American Advisory Council	Met
1.3 Provide administrative support to the AsAEP Advisory Council pursuant to specific reporting responsibilities outlined in PA 097-0856.	CMS, Governor's Office, Asian American Advisory Council	Ongoing
Recruitment and Selection **2.0** Mandated Hiring and/or Promotion Monitors must be completed by agencies and authorized by CMS prior to personnel transaction processing. Plan coordinator will review these forms for use in assessing an agency's overall best practices relevant to Asian American underutilization.	Department of Human Rights, all state agencies under the Governor's jurisdiction, CMS	Ongoing
2.1 Compile Asian American grade and application data to ensure that Asian Americans are fully informed of e-recruiting online application procedures, ensuring that the number of Asian Americans applying for State jobs is not adversely affected.	CMS	Ongoing and reported in each subsequent Plan.
2.2 Present at the CMS monthly personnel managers/EEO meeting to provide an overview of the State Asian American Employment Plan.	CMS	Met
2.3 Review the Underutilization Regional Summary Report prepared by DHR to use in developing objectives for improvement.	CMS, State AsAEP Advisory Council	Met

STRATEGY/OBJECTIVES	WHO	STATUS
Education **3.0** CMS will continue follow-up meetings with agencies identified by the Department of Human Rights as failing to meet their affirmative action goals.	CMS	Ongoing
3.1 Quarterly EEO/AA officer meetings will be conducted in conjunction with CMS personnel managers meetings.	CMS, DHR	Ongoing
3.2 The Upward Mobility Program, subject to Appropriation, provides an important pathway to promotional opportunity. Benchmark information will be gathered and reported in the 2014 AsAEP and each subsequent Plan thereafter, to document Asian American participation and completion rates.	CMS, UMP	Ongoing
Accountability **4.0** CMS will launch an on-line survey to assess agencies' activities in implementing the plan. Each year CMS will work collaboratively with the Asian American Employment Council to review and revise, as needed.	CMS, all state agencies under the Governor's jurisdiction, Asian American Employment Plan Advisory Council	Met
4.1 CMS will prepare an Executive Summary documenting agencies' progress towards meeting stated goals relevant to Asian American employment and promotion.	CMS	Met
4.2 Work collaboratively with the AsAEP Advisory Council to develop Plan objectives for next reporting year.	CMS, Asian American Advisory Council	Met

VI. 2015 Asian American Employment Plan and Objectives

STRATEGY/OBJECTIVES	WHO	WHEN
Leadership **1.0** Each agency director will be given a copy of the 2015 AsAEP with a letter from the Governor highlighting the importance of diversity in general while reminding agencies of their obligation to Affirmative Action and Equal Employment Opportunity.	CMS, Governor's Office	1st Quarter
1.1 An overview of the Plan will be presented to the Governor's Deputy Chiefs of Staff and Agency Directors to inform on specifics of the Plan and to affirm the Administration's commitment to the Plan.	CMS, Governor's Office, Agency Directors	2nd Quarter
1.2 Analyze all relevant data to develop 2016 AsAEP for presentation to the General Assembly by February 1st, as required by PA 097-0856.	CMS, code state agencies, Asian American Advisory Council	1st Quarter
1.3 Provide administrative support to the Asian American Advisory Council pursuant to specific reporting responsibilities outlined in PA 097-0856.	CMS, Governor's Office, AsAEP Advisory Council	Ongoing
Recruitment and Selection **2.0** Mandated Hiring and/or Promotion Monitors must be completed by agencies and authorized by CMS prior to personnel transaction processing. Plan coordinator will review these forms for use in assessing an agency's overall best practices relevant to Asian American underutilization.	Department of Human Rights, all state agencies under the Governor's jurisdiction, CMS	Ongoing
2.1 Compile Asian American grade and application data to ensure that Asian Americans are fully informed of e-recruiting online application procedures, ensuring that the number of Asian Americans applying for state jobs is not adversely affected.	CMS	1st quarter, then ongoing and reported in each subsequent Plan.
2.2 Present at the CMS quarterly personnel managers/EEO meeting to provide an overview of the State AsAEP.	CMS	2nd quarter

STRATEGY/OBJECTIVES	WHO	WHEN
2.3 Review the Underutilization Regional Summary Report prepared by DHR to use in developing objectives for improvement.	CMS, State AsAEP Advisory Council	3rd Quarter
Education **3.0** CMS will continue follow-up meetings with agencies identified by the Department of Human Rights as failing to meet their affirmative action goals.	CMS	Ongoing
3.1 Quarterly EEO/AA officer meetings will be conducted in conjunction with CMS personnel managers meetings.	CMS, DHR	Ongoing
3.2 The Upward Mobility Program, subject to Appropriation, provides an important pathway to promotional opportunity. Benchmark information will be gathered and reported in the 2015 AsAEP and each subsequent Plan thereafter, to document Asian American participation and completion rates.	CMS, UMP	4th quarter
Accountability **4.0** CMS will launch an on-line survey to assess agencies' activities in implementing the plan. Each year CMS will work collaboratively with the AsAEP Advisory Council to review and revise, as needed.	CMS, all state agencies under the Governor's jurisdiction, AsAEP Advisory Council	4th Quarter
4.1 CMS will prepare an Executive Summary documenting agencies' progress towards meeting stated goals relevant to Asian American employment and promotion.	CMS	4th Quarter
4.2 Work collaboratively with the AsAEP Advisory Council to develop Plan objectives for next reporting year.	CMS, AsAEP Advisory Council	4th Quarter

VII. Conclusion

According to the 2010 U.S. Census data, Asian Americans comprise slightly more than five percent of Illinois' population, but to date, comprise only about 2.5 percent of State employees. The first AsAEP Advisory Council took a closer look at underutilization goals across all agencies, counties, and job titles and developed an annual comprehensive plan to assist agencies to meet their individual objectives. The data reported within this report indicate that 47.3% of the State's Asian American State employee workforce remains concentrated within one agency, the Department of Human Services, where the 523 Asian American employees constitute 4.2% of the agency's workforce. Among the five agencies with the highest number of Asian American employees, four agencies, the Department of Human Services, Department of Public Health, Department of Revenue, and Department of Healthcare and Family Services, increased their number of Asian American employees in 2014, and the number at the fifth agency, the Department of Corrections, remained the same. Six agencies (the Illinois Arts Council, the Criminal Justice Authority, Illinois Environmental Protection Agency, the Labor Relations Board, the Law Enforcement Training and Standards Board, and the Department of Public Health) have percentages of Asian American state employees that exceed the percentage of Asian Americans in the state population. However, at the vast majority of agencies, the percentage of Asian American employees is well below the percentage of Asian Americans in the Illinois population.

The 2013 AsAEP helped the State of Illinois begin the process of improving the representation of Asian Americans at all levels of the state workforce by:

- Establishing the AsAEP Advisory Council, appointed by the Governor, which met once each quarter and set goals and objectives as may be required to increase the opportunities for hiring, retaining and promoting Asian Americans in the state workforce.
- Designating an AsAEP Coordinator within the Department of Central Management Services and the Governor's Office to work jointly with the AsAEP Advisory Council to ensure that the goals of the Plan are met.
- Referring to established benchmarks to measure the State's efforts.
- Incorporating individual agencies' best practices into Statewide practices.
- Developing a standard process for all agencies to use when developing strategies for recruitment, hiring, retention and promotion.
- Working with agencies on targeted outreach for recruitment and assistance with the State employment application process.

The work progressed in 2014 with:

- Continued quarterly meetings attended by the 11 AsAEP Advisory Council appointees and more than 43 designated representatives (ex-officio members) from state agencies.
- Targeted meetings with the Director and key staff members of state agencies
- Regularly organized opportunities for state agencies to recruit within the Asian American community.
- Outreach efforts that inform the public about the state employment recruitment process
- Cooperation by community leaders to convey and disseminate information about job opportunities with state agencies.

Over the course of the coming year, the goals and objectives outlined in this report will be adjusted and broadened to improve career opportunities for Asian Americans in the State workforce, and for improved service to all citizens of Illinois. Ideas that will be pursued and developed over the upcoming year include:

- Further expanding a standardized list of community contacts for state agencies to reach directly with job announcements and employment opportunities.
- Repeat the cycle of recruitment workshops that are held in partnership with Asian American community organizations in various locations where there is significant population concentration.
- Develop a recruitment webinar that can be used to inform applicants about the application process and supplement the in-person presentations that are currently conducted.

Questions on the AsAEP may be directed to Carlos R. Charneco in Central Management Services, 312/814-0922 or carlos.charneco@illinois.gov.

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