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

APPENDICES

Appendix 1

Letter from Acting Director McNeil

January 12, 2015

Agency Director
Agency Name
Street Address
City, IL Zip Code

Dear (Agency Director)

Enclosed please find a copy of the 2015 State Asian American Employment Plan, which the Department of Central Management Services is required to prepare and submit to the General Assembly, reporting each agency's activities in implementing the plan. The legislation is part of the Governor's commitment to diversity in our workforce, including recruitment, hiring, training, retention and promotion of Asian American employees.

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.

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. Therefore, I strongly encourage your agency to continue to build upon your Affirmative Action and Equal Employment Opportunity goals by placing emphasis on recruitment, hiring, training, retention and promotion of Asian Americans. 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.

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

By working together on this initiative, we can achieve the objectives outlined in the Asian American Employment Plan and better serve the citizenry of our great state. If you have any questions or need additional information, please don't hesitate to contact Carlos R. Charneco at 312/814-0922 or Carlos.Charneco@illinois.gov.

Sincerely,

Simone McNeil
Acting Director

Attachment

Appendix 2

Illinois Department of Human Rights
Hiring Monitor and Promotion Monitor Forms

HIRING MONITOR

Name of Agency _____ Candidate's Name _____

City/County _____ Position Number _____

IDHR Region/(Facility) _____ E-Par Number _____

EEO Job Category _____ Bid Number _____

Title of Job to be filled _____ Date of Hire _____

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

   Women _____ Black or African American _____ Hispanic or Latino _____ Asian _____

   American Indian or Alaskan Native _____ Native Hawaiian or Other Pacific Islander _____ Disabled _____

2. Indicate: Race of person selected _____ Sex of person selected _____

   Disability: Yes _____ No _____ Veteran: Yes _____ No _____

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

Total by Category	**# Invited**	**# Interviewed**	**# Selected**
_____ Women	_____	_____	_____
_____ Black or African American	_____	_____	_____
_____ Hispanic or Latino	_____	_____	_____
_____ Asian	_____	_____	_____
_____ American Indian or Alaskan Native	_____	_____	_____
_____ Native Hawaiian or Other Pacific Islander	_____	_____	_____
_____ Disabled	_____	_____	_____
_____ Veterans	_____	_____	_____

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

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

6 Was the position posted? Yes _____ No _____

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

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

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

_____ _____

EEO/AA Officer Date

I approve of this hire.

_____ _____

Chief Executive Officer Date

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

PROMOTION MONITOR

Name of Agency _____ Candidate's Name _____

City/County _____ Position Number _____

IDHR Region/(Facility) _____ E-Par Number _____

EEO Job Category _____ Bid Number _____

Title of Job to be filled _____ Date of Hire _____

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

   Women _____ Black or African American _____ Hispanic or Latino _____ Asian _____

   American Indian or Alaskan Native _____ Native Hawaiian or Other Pacific Islander _____ Disabled _____

2. Indicate the race and sex of the person promoted: _____

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

Total by Category	**# Invited**	**# Interviewed**	**# Selected**
_____ Women	_____	_____	_____
_____ Black or African American	_____	_____	_____
_____ Hispanic or Latino	_____	_____	_____
_____ Asian	_____	_____	_____
_____ American Indian or Alaskan Native	_____	_____	_____
_____ Native Hawaiian or Other Pacific Islander	_____	_____	_____
_____ Disabled	_____	_____	_____
_____ Veterans	_____	_____	_____

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

   If yes, from what EEO Job Category? _____

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

6 Was the position posted? Yes _____ No _____

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

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

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

_____ _____

EEO/AA Officer Date

I approve of this hire.

_____ _____

Chief Executive Officer Date

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

DHR-20 (Rev. June 2014)

***For EEO Monitoring purposes.**

Appendix 3

Employment Plan Survey Results

*All agencies required to complete the survey did so. Some agencies that do not have positions covered by the Personnel Code requested to participate in the survey but are not required to. Those agencies are: Illinois Board of Education, Illinois Board of Higher Education, Executive Ethics Commission, Office of the Executive Inspector General, Illinois Health Information Exchange Authority, and the Sentencing Advisory Council.

2015 State Asian American Employment Plan Survey

Agency: Aging

Director/Secretary: John K. Holton

Submitted: 12/15/2014 4:02:00 PM

Certification: I Agree

Individual Information: Roseanne McNamara, HR Administrator, One Natural Resources Way, Ste. 100, Springfield, Il. 62702, 217-785-3347, Roseanne.McNamara@Illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

1	Officials and Managers
5	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

56	Officials and Managers
102	Professionals
9	Technicians
0	Protective Service Workers
5	Para-Professionals
8	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

56	Officials and Managers
102	Professionals
9	Technicians
0	Protective Service Workers
5	Para-Professionals
8	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

145

As of June 30, 2014, provide the underutilization for Asian Americans by category:

1 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The Department completes and circulates its annual Affirmative Action/EEO Plan to Executive and other concerned staff. Accordingly, staff actively utilizes the Plan in administering its complete HR and employee assistance functions, and to help guide its annual hiring and employee professional development and training goals.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

2

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

1

List their position titles.

Senior Public Service Administrator

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

The Department will continue to utilize the CMS posting system, announce vacancies to agencies/organizations throughout the state to increase the diversity of qualified applicants, for all positions.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

The Department will continue to utilize the CMS posting system, announce vacancies to agencies/organizations throughout the state to increase the diversity of qualified applicants, for all positions.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: n/a

Title: n/a

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

n/a

Number of Human Resources staff in your agency?

2

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

26

What titles were filled?

SPSA, PSA, Executive I, ISA I & II, AA I, Account Tech II, Accountant

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How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

2

How many employees were promoted during FY 14?

6

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

The Department follows the CMS rules random selection utilizing open competitive eligible lists.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

The random selection is based on the number of positions needing filled, the number of interviews to be conducted, and the number of referral letters needing to be sent.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

1

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

1

For FY 14, how many Rutan interviews were conducted?

45

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

36

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

23

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

n/a

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

The Department will continue to utilize the CMS posting system, announce vacancies to agencies/organizations throughout the state to increase the diversity of qualified applicants, for all positions. The Department is also required to utilize the CMS Upward Mobility List when filling vacancies.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

2

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

The Department has hired numerous Asian Americans since the beginning FY'15. The Department will continue to utilize the CMS posting system, announce vacancies to agencies/organizations throughout the state to increase the diversity of qualified applicants, for all positions. The Department is also required to utilize the CMS Upward Mobility List when filling vacancies.

2015 State Asian American Employment Plan Survey

Agency: Agriculture

Director/Secretary: Robert F. Flider

Submitted: 12/15/2014 11:15:00 AM

Certification: I Agree

Individual Information: Brent Eggleston, HR Manager, Illinois State Fairgrounds, PO Box 19281, Spfld 62794, 217-524-5125, brent.eggleston@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0 Officials and Managers
3 Professionals
1 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

0 Officials and Managers
3 Professionals
1 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

371

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
3 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The EEO Officer meets with all Senior Staff every October and goes over the AAP in depth.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

13

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

NA

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

Attend as many Career fairs as possible try to talk with Asian Americans.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

Using outside employment websites: Monster.com, Career Builder, etc...

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: NA

Title: NA

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

NA

Number of Human Resources staff in your agency?

3

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

32

What titles were filled?

SPSA, PSA Executive I, II Meat and Poultry Inspector Systems Analyst I Office Associate Products and Standards Inspector

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

+/- 0

How many employees were promoted during FY 14?

19

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

Involved in random selection of open competitive lists. Sits in on all rutan interviews

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

A Veterans first then select as many minorites as possible to contact for an interview

How many interns or student workers did you employ during FY 14? (Do not include trainees)

6

How many Asian American interns or student workers did you employ during FY 14?

1

How many veterans were hired during FY14?

11

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

25

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

21

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

NA

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

NA

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

3

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

None

2015 State Asian American Employment Plan Survey

Agency: Arts Council

Director/Secretary: Tatiana Gant, Executive Dire

Submitted: 12/9/2014 3:57:00 PM

Certification: I Agree

Individual Information: Romie Munoz, Director of Administration, 100 West Randolph Street, Suite 10-500, 312-814-8250, Romie.Munoz@Illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0 Officials and Managers
1 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

4 Officials and Managers
8 Professionals
0 Technicians
0 Protective Service Workers
1 Para-Professionals
1 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

14

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

It is the responsibility of the Director of Administration who is also the Personnel Manager and the EEO/AA Officer to comply with the mandates of the African American Employment Plan; Also completes and submits the Agency's EEO/AA Plan to the Department of Human Rights and reviews with the Executive Director and Chief of Operations to determine underutilized categories/positions.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

4

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

NA

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

IACA completes the EEO/AA plan and is reviewed by senior staff. After approval, senior staff is notified of the underutilized categories/positions and will be addressed during the hiring process. IACA is not underutilized in any category. Quarterly reports are also submitted to the Department of Human Rights.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

No employment strategies were used in FY14. We have one employee who is bilingual and has not had the opportunity to use his language for the public.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: NA

Title: NA

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

NA

Number of Human Resources staff in your agency?

1

How many of those Human Resources staff are minorities?

2

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

0

What titles were filled?

NA

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

-

How many employees were promoted during FY 14?

1

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

The Agency's Personnel Manager who is also the EEO Officer will discuss the underutilized categories with senior staff. The IACA is not underutilized in any category.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

IACA has not had an opportunity to hire from an open competitive list for several years.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

3

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

0

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

1

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

Senior Public Service Administrator

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

The Upward Mobility Program is available to all bargaining unit employees to enhance their skills and for career ladder enhancement. The IACA continues to utilize the CMS posting system to announce vacancies to agencies and organizations throughout the state to increase the diversity of qualified candidates for all positions.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

None

2015 State Asian American Employment Plan Survey

Agency: Capital Development Board

Director/Secretary: Jim Underwood

Submitted: 12/4/2014 1:54:00 PM

Certification: I Agree

Individual Information: Heather Humphrey, Personnel Administrator, 401 S. Spring St., 3rd Fl. Springfield, IL 62706, 217-782-7222, Heather.Humphrey@Illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
1	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

26	Officials and Managers
76	Professionals
0	Technicians
0	Protective Service Workers
31	Para-Professionals
4	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

135

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
1 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

CDB is a small agency that does limited hiring. We do not have a recruitment staff. However, the agency is committed to complying with all mandates in regards to the Asian American Employment Plan.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

6

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

CDB has a recruitment plan that includes distributing job postings to minority groups to increase the candidate pool for the positions we fill.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

CDB is not a service agency and has not had the need for bilingual staff.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

2

How many of those Human Resources staff are minorities?

1

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

18

What titles were filled?

CDB Account Technician Office Coordinator Administrator Office Specialist Policy Advisor Assistant Deputy General Counsel Deputy General Counsel Technical Specialist AAI Office Coordinator Chief of Staff

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

3

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

At CDB, the Personnel Administrator is also the EEO Officer. During the open competitive hiring process, our job postings are shared with minority groups to help spread the word about our vacancies and increase the number of minorities in the candidate pool.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

If the agency is able to advance beyond veterans on the OC list, and the list is too large to realistically interview every candidate listed, the agency picks every 10th name on the list. If more candidates are needed from the same list, the same method is used to request additional names.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

3

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

1

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

7

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

10

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

1

List position titles.

Paralegal Assistant

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

Upward Mobility CDB also offers tuition reimbursement and paid training to all employees, with supervisor approval.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

4

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

1

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

There were no recommendations made to CDB.

2015 State Asian American Employment Plan Survey

Agency: Central Management Services

Director/Secretary: Simone McNeil

Submitted: 12/30/2014 1:10:00 PM

Certification: I Agree

Individual Information: Fred V. Stewart, II, Equal Employment Officer/Affirmative Action Officer, 401 S. Spring St, Room 720, Springfield, IL 62706, (217) 558-6713, fred.stewart@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

5	Officials and Managers
17	Professionals
2	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
1	Skilled Craft Workers
2	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

323	Officials and Managers
463	Professionals
72	Technicians
12	Protective Service Workers
57	Para-Professionals
35	Office and Clerical
329	Skilled Craft Workers
149	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

1,440

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0	Officials and Managers
1	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The EEO Officer requests promotional and eligibility lists for all hiring and promotional monitors with the exception of RUTAN exempt hires and promotions. The EEO Officer won't concur with a hire/promotion without the promotion or eligibility lists, when one exists. No training was conducted. Discussions with senior staff occur as needed.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

9

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

None

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

The Upward Mobility Program is available for assisting employees in getting a promotion, as well as the tuition assistance program, when funds are available. The EEO Officer,. Shared Services and recruiters target ethnic entities and send them hiring notices as they occur.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

As of June 30, 2014, there hasn't been a recognizable need to have Asian language speaking employees available to serve the public.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

52

How many of those Human Resources staff are minorities?

2

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

174

What titles were filled?

Human Resources Assistant, Human Resources Representative, SPSA, Administrative Assistant, Insurance Analyst, Office Assistant, Electrician and Information Systems Analyst.

How many of those were Asian American?

7

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

-4

How many employees were promoted during FY 14?

14

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

Sends out notices of job openings to various ethnic entities and attends job fairs.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

CMS uses a manner of random selection that ensures at least some representation of candidates from underutilized categories in the interview pool.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

2

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

26

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

439

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

170

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

7

List position titles.

SPSA, Public Admin. Intern, Office Assistant, and Stationary Engineer

---

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

The Upward Mobility Program is available for assisting employees in getting a promotion as well as the tuition assistance program when funds are available. Additionally, employees are able to use the Illinois Statewide Training Clearinghouse to take courses that would enhance their skills making them better candidates for promotions and/or their own self-development.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

No.

2015 State Asian American Employment Plan Survey

Agency: Children and Family Services

Director/Secretary: Bobbie Gregg, Acting Direct

Submitted: 12/15/2014 2:50:00 PM

Certification: I Agree

Individual Information: Tammy Grant, Deputy Director Office of Employee Services, 5415 N University, Peoria, IL 61614, 309-693-5418, Tammy.Grant@Illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

10	Officials and Managers
35	Professionals
1	Technicians
0	Protective Service Workers
0	Para-Professionals
11	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

560	Officials and Managers
1,681	Professionals
29	Technicians
0	Protective Service Workers
91	Para-Professionals
234	Office and Clerical
2	Skilled Craft Workers
9	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

2,699

As of June 30, 2014, provide the underutilization for Asian Americans by category:

6	Officials and Managers
56	Professionals
1	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

Compliance with the legislative mandates of the Asian-American Employment Plan is discussed during Executive Staff/Deputies meetings. Deputies then instruct their respective staff who are responsible for hiring, interviewing, recruiting, and EEO of mandates and a quarterly report of underutilization is provided to Deputies and the Office of Employee Services. The Deputy Director of Affirmative Action reviews all promotion and hiring monitors for compliance with the mandates. DCFS conducts Rutan Interview and Selection Training to ensure proficiency with the Rutan interview and selection process. The Office of Human Resources also conducts training with personnel liaisons on topics of hiring, interviewing, recruitment and Human Resource Compliance items. DCFS has an established Diversity committee that meets on a regular basis. The purpose of the Diversity Committee is to address underutilization, recruitment, retention, and to analyze strategies to ensure improvement with respect to diversity. The committee consists of Deputy Directors of Affirmative Action and the Office of Employee Services, the Chief of African-American Services, Chief of Latino Services, a representative from the Asian American Advisory Council, a representative from the Division of Communications, and a representative from direct services.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

13

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

Senior Public Service Administrator Public Service Administrator

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List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

The Selection and Recruitment Unit (S&R) attends a variety of recruitment events such as College/University Job Fairs, Unemployment Job Fairs, and visiting of community and junior colleges to promote the potential of various degrees and career opportunities in state government as well as training on the application process for state government positions. DCFS maintains an electronic mailbox for all inquiries regarding employment opportunities, recruitments, applications

and general questions. DCFS also develops and produces recruitment/promotional literature for use when attending recruitment and community events and/or functions. In addition, S&R maintains and updates the agency's employment opportunity website and electronically posts all available vacancies on CMS website and college/university sites. S&R has developed and conducted workshop sessions designed to address the hiring and interview process. All academic interns are encouraged and advised on how to apply for employment with DCFS prior to the end of their internships. The Office of Affirmative Action and S&R have also initiated meetings with several community stakeholders to create a partnership to increase awareness of employment opportunities with DCFS, the application process and sources of applicant referrals.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

Workshops and job fairs targeting Asian-American populations have been added. Additionally, the Office of Employee Services Selection & Recruitment Unit has conducted a series of employment workshops targeted to former DCFS academic interns for direct service intern titles. A series of these workshops occurred throughout the state in all of the DCFS regions. As part of the workshop, DCFS demonstrated the Hiring Process, addressing the importance for potential candidates to self-disclose ethnic/race as well as disabilities in the application process. In addition to traditional recruitment efforts, DCFS has also worked to expand recruitment efforts electronically.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

The Chief of Asian American Services is currently vacant. Once filled, the position holder will serve as the Department liaison to the Asian American community and a resource for community-based groups and other stakeholders, including, but not limited to recruitment of Asian American staff, facilitating career development for Asian American staff through a variety of culturally and linguistically appropriate training programs and collaborating with the Asian-American Advisory Council and Asian American stakeholders. The Chief of Asian American services will engage in a wide range of community outreach education and trainings in the Asian community as well.

Number of Human Resources staff in your agency?

26

How many of those Human Resources staff are minorities?

11

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

210

What titles were filled?

Account Technician I Account Technician II Administrative Assistant I Administrative Assistant II Child Protection Specialist Child Welfare Adv Specialist Child Welfare Specialist Children & Family Service Intern Day Care Licensing Rep II Executive I Executive II Graphic Arts

Designer Human Resource Specialist Information Services Specialist I Information Systems Analyst I Office Assistant Office Associate Office Clerk Office Specialist Para-Legal Assistant Public Service Administrator Reimbursement Officer I Senior Public Service Administrator Storekeeper Student Worker Technical Advisor II

How many of those were Asian American?

4

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

-5

How many employees were promoted during FY 14?

145

How many Asian Americans were promoted?

3

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

The Office of Affirmative Action chairs the Departments Diversity Recruitment Committee, to look at the underutilization numbers for the agency. Representatives from various Divisions participate. Recruitment activities are identified in the Asian community which are covered by the Office of Employee Services. In addition, both the Deputies of Employee Services and Affirmative Action meeting bi-weekly to discuss the recruitment of Asians. The Asian American Advisory Council to the Director addresses issues related to the recruitment of Asians. The Office of Affirmative Action began the process to hire the Chief of Asian Services in FY15.

If random selection of candidates was part of the open competitive interview invitation process describe your agency's method of random selection.

Random selection of candidates is used when inviting candidates to participate in the Rutan interview process. Candidates are selected based on the utilization needs of the position being filled and the desired education credentials desired for the position.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

4

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

17

How many veterans were Asian?

1

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

6

For FY 14, how many Rutan interviews were conducted?

73

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

10

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

284

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

8

List position titles.

Office Associate Information Systems Analyst 2 Public Service Administrator

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

DCFS is comprised of a majority of collective bargaining staff. Promotions are mainly based on seniority. The Department also has an Upward Mobility Program. The Training Division provides on-going skill based and self development training to all staff.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

161

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

6

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

Recommendations were made to fill the Chief of Asian American Services position. We are still actively searching for a candidate for this position. We are currently reviewing the need for creating Asian speaking positions within the Department as needed.

2015 State Asian American Employment Plan Survey

Agency: Civil Service Commission

Director/Secretary: Daniel Stralka

Submitted: 12/3/2014 1:40:00 PM

Certification: I Agree

Individual Information: Andrew Barris, Assistant Executive Director, 607 East Adams, Suite 801, Sprinfield, IL 62701, 217 782 7373, andrew.barris@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

2 Officials and Managers
1 Professionals
0 Technicians
0 Protective Service Workers
1 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

3

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

Not applicable. The Civil Service Commission currently has only 3 employees and only 4 funded full time positions. No positions were filled in the last fiscal year, nor was there an attempt to fill a position or conduct an interview. In addition, there is uncertainty as to the Commission's ability to fill the vacant position.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

1

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

n/a

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

Not applicable. The Civil Service Commission currently has only 3 employees and only 4 funded full time positions. No positions were filled in the last fiscal year, nor was there an attempt to fill a position or conduct an interview. In addition, there is uncertainty as to the Commission's ability to fill the vacant position.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

Not applicable. The Civil Service Commission currently has only 3 employees and only 4 funded full time positions. No positions were filled in the last fiscal year, nor was there an attempt to fill a position or conduct an interview. In addition, there is uncertainty as to the Commission's ability to fill the vacant position.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: n/a

Title: n/a

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

Not applicable. The Civil Service Commission currently has only 3 employees and only 4 funded full time positions. No positions were filled in the last fiscal year, nor was there an attempt to fill a position or conduct an interview. In addition, there is uncertainty as to the Commission's ability to fill the vacant position.

Number of Human Resources staff in your agency?

0

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

0

What titles were filled?

n/a

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

0

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

Not applicable. The Civil Service Commission currently has only 3 employees and only 4 funded full time positions. No positions were filled in the last fiscal year, nor was there an attempt to fill a position or conduct an interview. In addition, there is uncertainty as to the Commission's ability to fill the vacant position.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

Not applicable. The Civil Service Commission currently has only 3 employees and only 4 funded full time positions. No positions were filled in the last fiscal year, nor was there an attempt to fill a position or conduct an interview. In addition, there is uncertainty as to the Commission's ability to fill the vacant position.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

0

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

1

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

n/a

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

Not applicable. The Civil Service Commission currently has only 3 employees and only 4 funded full time positions. No positions were filled in the last fiscal year, nor was there an attempt to fill a position or conduct an interview. In addition, there is uncertainty as to the Commission's ability to fill the vacant position.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

Not applicable. The Civil Service Commission currently has only 3 employees and only 4 funded full time positions. No positions were filled in the last fiscal year, nor was there an attempt to fill a position or conduct an interview. In addition, there is uncertainty as to the Commission's ability to

fill the vacant position.

2015 State Asian American Employment Plan Survey

Agency: Commerce and Economic Opportunity

Director/Secretary: Director Adam Pollet

Submitted: 12/15/2014 4:41:00 PM

Certification: I Agree

Individual Information: Victoria D. Benn, DCEO Agency-wide EO Compliance/Education & Training/Recruitment Manager, Director's Office/EOMC, 500 East Monroe Street, R-8, Springfield, IL. 62701, 217/524-2997, Victoria.Benn@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

5	Officials and Managers
3	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

1	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

181	Officials and Managers
210	Professionals
2	Technicians
0	Protective Service Workers
9	Para-Professionals
4	Office and Clerical
1	Skilled Craft Workers
1	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

408

As of June 30, 2014, provide the underutilization for Asian Americans by category:

1 Officials and Managers
3 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

When DCEO' Office of Human Resources staff notifies the Office of Equal Opportunity Monitoring & Compliance (EOMC) that vacancies have occurred in under-utilized or utilized areas, the DCEO Office of EOMC immediately sends out a written notice to the Deputy Director of Human Resources and/or the HR staff as well as the respective hiring authority reminding them of their EO/AA and Executive Order #15 (1999) obligations to adhere to such laws; Staff within the Office of Human Resources as well as DCEO' Agency-wide EO Compliance/Education and Training Manager attend monthly agency personnel managers' meetings and training sessions sponsored by CMS and IDHR to become aware of any/all legislative mandates affecting the recruitment, employment and promotion of highly qualified Asian-Americans; DCEO's Deputy Director of EOMC and the DCEO Agency-wide EO Compliance Manager provide periodic updates to the Director or his designee as well as to the Deputy Director of Human Resources regarding the Department's responsibility to identify, attract, hire or promote highly qualified Asian-Americans to the workforce. On a regular basis DCEO/EOMC identifies hiring authorities who are/are not up-to-date with their certification as Rutan interviewers. During FY14, the Department notified those staff members who are still involved in the Rutan hiring process to participate in the on-line Rutan Refresher course. And for newly hired managers/supervisors with subordinates to register for the 2-day "Interview & Selection" training session at CMS as soon as possible. This information is monitored by DCEO/EOMC.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

30

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

2

List their position titles.

1- Senior Policy Advisor & Director of Asian American Outreach 1- DCEO Chief Financial Office

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List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

The Director places great emphasis on hiring/promoting highly qualified Asian-American

applicants and employees within management and professional level positions within the Department. With that said, the Director has designated Anita D. Patel, DCEO Chief Financial Officer, as our liaison for Asian-American Affairs. And the Honorable Governor Pat Quinn has appointed Ms. Patel as a member on the Asian-American Employment Plan Advisory Council, which meets on a monthly basis. DCEO utilizes Career Placement/Office of Diversity at the University of Illinois at Chicago and Springfield; Governor's State University; Robert Morris University; Benedictine University; Springfield College in Illinois; Lincoln Land Community College; Southern Illinois University/Carbondale as recruitment sources, just to name a few Illinois Worknet facilities are identified by our DCEO Office of Employment & Training. Facilities located in predominately Asian-American communities are also excellent recruitment sources. DCEO participates in statewide employment/career fairs and workshops sponsored by universities, community colleges, trade associations and during annual conferences affiliated with statewide professional minority organizations as well as employment events scheduled by members of the Illinois General Assembly when our manpower and budget permit. DCEO was represented at the following Career/Job Fairs/Employment Workshops, statewide conferences and special events/meetings: On 07-18-13, the Department participated during the Women Veteran's Fair sponsored by the Honorable State Representative Stephanie Kifowit, State Representative Linda Chapa LaVia and the Honorable State Senator Linda Holmes and Waubonsee Community College in Aurora, IL On 09-26-13, the Department participated as a recruiter during the 36th Annual UIC Fall Diversity Job Fair, Chicago, Illinois. On 12-31-13, the DCEO Office of Equal Opportunity Monitoring & Compliance (EOMC)responded to recruitment applicants that were interested in employment at the Department. We also made sure the applicants became familiar with DCEO's website and mission, programs and services, our position titles, recruitment booklet and the SD Program. In addition, EOMC notified highly qualified applicants about our vacancies when they occur based upon their educational background and work experience. On 01-20-14, the Department attended and networked with community leaders during the 39th Anniversary of the Springfield Club Frontiers International Annual Martin Luther King, Jr. Memorial Breakfast, Springfield, Illinois. On 02-09-14, The Department attended and networked with community leaders during the 93rd Annual Lincoln-Douglass Banquet sponsored by the Springfield Branch NAACP, Springfield, Illinois. On 03-27-14, the Department attended and networked with Asian-American undergrad, grad students and community leaders during the "Information & Application Workshop" sponsored by the Office of the Governor, CMS, and the Asian-American Employment Plan Advisory Council at the College of DuPage, Glen Ellyn, Illinois. As an active member of the Disability Hiring Initiative Committee (DHIC), DCEO along with other member state agencies assisted in the coordination and successful completion of two (2) State Employment Webinars for Persons with Disabilities. The first webinar was conducted on February 26, 2014, and 69 individuals participated. The second webinar was held on March 26, 2014, and 39 people attended in Springfield, Illinois. The Deputy Director, DCEO Office of Equal Opportunity Monitoring & Compliance (EOMC) assisted the DCEO Office of Women's Business Development during the Annual Women Business Owner's Symposium held at UIC, March 29, 2014, Chicago, Illinois On June 24, 2014, the Department attended a 2-way video conference session focused on Minority Recruitment Strategy hosted by CMS. Presentations were geared towards Personnel Managers, EEO Managers and Recruitment/Selection staff. Later that year, the Department was scheduled and did participate as a recruiter during the August 12, 2014 Oakton Community College Recruitment Workshop in DesPlaines, Illinois. This event was also sponsored by the Office of the Governor, CMS, and the Asian-American Employment Plan Advisory Council. On a regular basis DCEO identifies hiring authorities who are/are not up-to-date with their certification as Rutan interviewers. During FY14, the Department notified those staff members who are still involved in the Rutan hiring process to participate in the on-line Rutan Refresher course. And for newly hired managers/supervisors with subordinates to register for the 2-day "Interview & Selection" training session at CMS as soon as possible. The Department tracks the response rate of applicants who complete a CMS

employment/promotional application, submits a resume to the Department and obtains a CMS grade of "A" for various position titles which the Department utilizes. The Department maintains recruitment files compiled with lists of highly qualified individuals, including Asian-American applicants and employees, interested in working for or advancing within the Department. As positions become available applicants are notified of these vacancies. Supervisors who are directly involved in the selection process are requested to contact the Department's Agency-wide EO Compliance/Education and Training Manager, prior to the interview, to identify any outstanding under-utilized areas when considering the hire or promotion of highly qualified Asian-American applicants for state service. The Office of Equal Opportunity Monitoring & Compliance as well as the Office of Human Resources assists applicants by mail, telephone, in person, the Internet and e-mail in order to better understand the CMS employment process and to help them access, complete and submit an employment or promotional application. DCEO's Agency-wide EO Compliance/Education and Training Manager also identifies and refers highly qualified internal Asian-American employees to DCEO management staff for consideration when promotional opportunities arise. Prior to and during the period when vacancies arise, DCEO' liaison for Asian-American Affairs and the DCEO Agency-wide Equal Opportunity Compliance and Education/Training Manager work together to maintain excellent business relations with internal and external recruitment sources such as: various Local and State Officials of Asian-American descent that have offices throughout the State of Illinois; Minority and Women Owned Businesses within Illinois; the Division Manager of the CMS Bureau of Personnel/Division of Statewide Services; Representatives from the CMS Diversity Enrichment Program; Representatives from the University of Illinois at Chicago Career Placement Division; Statewide EEO Managers; State agency Recruitment Managers; The Manager of the CMS Veterans Outreach Program; Liaisons from the Illinois Dept. of Human Rights in Springfield and Chicago; And Illinois Worknet facilities. DCEO maintains a business relationship with the following community outreach partners, just to name a few: Theresa Mah, Senior Policy Advisor and Director of Asian-American Outreach/Office of Governor Pat Quinn Sharyne Tu, Executive Director, Chicago Chinatown Chamber of Commerce Ms. Vandana Dalal, Director, Midwest Asian-American Center of Chicago Maria Talis, Employment Services Supervisor, Illinois Worknet Office (Pilsen location) Arnold Romeo, City of Chicago Commission on Human Relations, Equity Council Susan Allen, Compliance Liaison, Illinois Department of Human Rights – Springfield Chet Pinski, Compliance Liaison, Illinois Department of Human Rights - Chicago Carlos Charneco, Manager, CMS Chicago Diversity Enrichment Program Barb McDonald, Counselor, CMS Chicago Diversity Enrichment Program Mac McKelvey, Manager, CMS Veteran's Outreach Program Statewide Agency EEO Managers State Agency Recruitment Managers Stephen Cantine, Director, Career Center of ISU Linda Moore, Director, EIU Career Services Jaime Velasquez, Assistant Director, UIC Office of Career Services Tammy Craig, Director UIS Career Development Center Jaci DeBrun, Manager, CMS/SD Program In future, the Department plans to increase its outreach activities in an effort to notify some of the following Asian-American organizations, whom we met during AsAEPAC workshops, about our vacancies and how the CMS hiring process applies to those vacancies: • Punjabi Cultural Society of Chicago • South Asian American Policy Research Institute • Korean American Community Services • Asian Human Services • Cambodian American Chamber of Commerce • Cambodian Association of Illinois • Chinese Mutual Aid Association • Metropolitan Asian Family Services • Hamdard Center

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List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

Determinations are made by management based on client and service needs of programs. Assessment is primarily evaluated with vacancies or work activity changes.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: Anita D. Patel

Title: DCEO Chief Financial Officer

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

Anita D. Patel, the Chief Financial Officer for DCEO, is the Agency Liaison. Her activities include working with the Commission, Governor's Office Liaison, and the Community to help assist recruitment and interaction with the Asian Community.

Number of Human Resources staff in your agency?

6

How many of those Human Resources staff are minorities?

1

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

34

What titles were filled?

3- Accountants 3- Accountant Advanced 1- Account Clerk I 2- Account Technicians II 1- Human Services Grants Coordinator II 1- Industrial & Community Development Representative I 1- Information Services Specialist II, Opt. A 1- Information Systems Analyst I, Opt. M 1- Office Coordinator, Opt. 2 2- Public Administrative Interns 3- Public Service Administrators, Opt. 1 1- Public Service Administrator, Opt. 8C 1-Public Service Administrator, Opt. 8L 12 - Senior Public Service Administrators, Opt. 1 1- Senior Public Service Administrator, Opt. 2

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

-2

How many employees were promoted during FY 14?

12

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

Please see response to Question #12.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

Random selection of candidates was not part of the open competitive interview process.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

5

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

2

For FY 14, how many Rutan interviews were conducted?

21

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

4

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

42

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

2

List position titles.

1- Senior Public Service Administrator 1- Information Systems Analyst II, Opt. A

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

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

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

7

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

No direct recommendations were made to the Agency. However, through meetings attended by the Department's Liaison, a continued awareness of the under-utilization of Asian-Americans was noted; In addition, the DCEO EO Compliance/Education & Training/Recruitment Manager, routinely sent out communication immediately after jobs were posted to reiterate the need to review, address and resolve under-utilized AA groups. Please take note that the AsAEPSC, DHR and CMS have worked together to implement and schedule an increased number of effective and informative employment workshops throughout the State of Illinois. Such workshops have provided opportunities for highly qualified Asian-American applicants to meet with recruiters to better understand the state hiring process and to hopefully obtain state jobs. As a forethought DCEO would like to recommend the following: To have the AsAEPSC, DHR and CMS work together to develop an electronic on-line training session for hiring authorities and HR personnel focusing on the history and importance of "EEO Compliance Law (under the Human Rights Act and Title VI and VII of the Civil Rights Acts). Both laws are positive mandates to promote the goal of an Inclusive Workforce; Also "Diversity" training should be mandatory within all state agencies, especially for Executive staff, hiring authorities and HR personnel, of which the current majority of staff are composed of non-minority's. One recommendation which DCEO previously requested and was implemented during FY14 focused on Rutan training being made available in the Chicago area. In future, we hope the State of Illinois will consider increasing the number of highly qualified minorities as Human Resource Managers.

2015 State Asian American Employment Plan Survey

Agency: Corrections

Director/Secretary: S.A. Godinez

Submitted: 12/12/2014 4:16:00 PM

Certification: I Agree

Individual Information: Karey.Wanless, IDOC Personnel Manager, 1301 Concordia Court Springfield, Il 62794, 217-558-2200 ext 5010, Karey.Wanless@doc.illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

1	Officials and Managers
12	Professionals
3	Technicians
37	Protective Service Workers
2	Para-Professionals
3	Office and Clerical
0	Skilled Craft Workers
2	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

358	Officials and Managers
1,346	Professionals
296	Technicians
7,625	Protective Service Workers
191	Para-Professionals
250	Office and Clerical
304	Skilled Craft Workers
680	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

11,352

As of June 30, 2014, provide the underutilization for Asian Americans by category:

1	Officials and Managers
12	Professionals
0	Technicians
8	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

T1he EEO Officer reviews recommendations for hires, promotions or transfers completed on a Hiring and Promotion monitor prior to any commitments is made to fill the position. During FY14, Human Resource Representative Training was conducted for all Personnel staff in the Northern, Central and Southern Regions. Also, recruiters participate in job fairs and recruitment activities that target African Americans that are sponsored by educational institutions, community organizations and governmental entities. Recruiters are also trained to focus on underutilization in targeted areas.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

1

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

Recruiters participate in recruitment fairs sponsored by the community and educational institutions. Attend informational sessions/workshops focusing on the Asian community. Also, provide the agency's Affirmative Action Plan annually and putting our link for the Correctional Officer position on Asian organizations' websites. The agency has also created and filled a Recruitment Coordinator position in October of 2014 and is creating recruitment strategy to connect with the Asisan American communities

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List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

IDOC continues to monitor and track hiring goals. Where there are underutilizations noted, the agency attempts to those needs whenever possible.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

76

How many of those Human Resources staff are minorities?

9

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

1,724

What titles were filled?

SPSA /PSA Office Coordinator Corr. Maint. Craftsman Correctional Officer Trainee Human Resource Rep Shift Supervisor Correctional Officer Corrections Parole Agent Corr. Vocational Inst Correctional Sergeant Corrections Casework Supv Corr. Industry Lead Wk Office Administrator Specialist Executive II Corr. Med. Tech. Correctional Counselor Executive Secretary Administrative Asst. Correctional Locksmith Accountant Corr. Food Serv. Supv Educator Account Tech Corr. Supply Supv. Office Assistant Librarian Corr. Lieutenant Office Associate Chaplain Corr. Nurse Telecommunicator Trainee Human Resource Spec Accountant Advanced Correctional Counselor Corrections Identification Tech Corr. Laundry Manager Maintenance Equipment Oper Corrections Grounds Supv. Corr. Leisure Activity

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How many of those were Asian American?

11

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

sed by 9%

How many employees were promoted during FY 14?

296

How many Asian Americans were promoted?

2

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

The EEO Officer reviews recommendations for hires, promotions or transfers that are completed on Hiring and Promotion monitors prior to any commitments is made to fill the position.

If random selection of candidates was part of the open competitive interview invitation process describe your agency's method of random selection.

Generally we start eith the beginning of the list. Depending on the number of candidateson a particular list, we choose a pattern of every one, every other one, every other 2 etc

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How many interns or student workers did you employ during FY 14? (Do not include trainees)

6

How many Asian American interns or student workers did you employ during FY 14?

1

How many veterans were hired during FY14?

160

How many veterans were Asian?

2

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

4

For FY 14, how many Rutan interviews were conducted?

176

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

1

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

374

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

5

List position titles.

Correctional Officer Correctional Supply Supervisor

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

Staff opportunities for promotion exist within negotiated contractual language for Filling of Vacancies. The Upward Mobility Program is also available and encouraged within IDOC for career advancement.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

1,941

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

26

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

It was recommended that our agency continues to hire and promote African Americans to reach parity in the underutilized EEO categories.

2015 State Asian American Employment Plan Survey

Agency: Criminal Justice Information Authority

Director/Secretary: Jack Cutrone

Submitted: 12/15/2014 5:20:00 PM

Certification: I Agree

Individual Information: Luz Agosto, Associate Director, 300 West Adams, Suite 200, Chicago, IL 60606, 312-793-8550, Luz.Agosto@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

1	Officials and Managers
8	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

21.5	Officials and Managers
40	Professionals
1	Technicians
0	Protective Service Workers
2	Para-Professionals
3	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

67.5

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

N/A

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

0

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

1

List their position titles.

Technical Advisor

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

N/A

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

N/A

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

2

How many of those Human Resources staff are minorities?

2

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

3

What titles were filled?

Internal Auditor Associate Director Criminal Justice Specialist One, Option Two

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

0

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

N/A

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

Agency complies with CMS policy.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

1

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

1

For FY 14, how many Rutan interviews were conducted?

3

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

1

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

1

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

Office/Clerical

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

N/A

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

1

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

N/A

2015 State Asian American Employment Plan Survey

Agency: Deaf and Hard of Hearing Commission Director/Secretary: John MIller

Submitted: 12/3/2014 3:00:00 PM Certification: I Agree

Individual Information: Patty Greene, Personnel Manager, 528 South 5th Street, Ste. 209, 217/557-4490, Patty.greene@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

4 Officials and Managers
2 Professionals
0 Technicians
0 Protective Service Workers
1 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

4 Officials and Managers
2 Professionals
0 Technicians
0 Protective Service Workers
1 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

7

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

In addition to posting on the CMS Job Posting System, all job vacancies are posted to various deaf and disability organizations. When vacancies exist, IDHHC uses all forms available to recruit new employees including deaf events such as Deaf Nation and ADA Celebrations. Due to agency's limited headcount, no special internal employment programs are formed. However, all employees have direct access to the Personnel Manager, EEO Officer and Director to express any concerns.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

3

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

In addition to posting on the CMS Job Posting System, all job vacancies are posted to various deaf and disability organizations. When vacancies exist, IDHHC uses all forms available to recruit new employees including deaf events such as Deaf Nation and ADA Celebrations. Due to agency's limited headcount, no special internal employment programs are formed. However, all employees have direct access to the Personnel Manager, EEO Officer and Director to express any concerns.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

IDHHC has had no hires in Fy14.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

1

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

0

What titles were filled?

N/A

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

0

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

No hires in FY14.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

No Hires in FY14

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

0

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

N/A

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

N/A

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

None

2015 State Asian American Employment Plan Survey

Agency: Developmental Disabilities Council

Director/Secretary: Sheila T. Romano

Submitted: 12/15/2014 12:18:00 PM

Certification: I Agree

Individual Information: Janinna Hendricks, Fiscal and Operations Director, 830 South Spring St., Springfield, IL 62704, 217-782-9696, Janinna.Hendricks@Illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

8 Officials and Managers
2 Professionals
0 Technicians
0 Protective Service Workers
2 Para-Professionals
1 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

9

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The Council's Personnel Manager is responsible for ensuring that the Council is complying with the Asian American Employment Plan.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

2

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

The Council has not undertaken any strategies specifically related to Asian American employment during the year. The Council is committed to hiring individuals from diverse backgrounds, including people with disabilities.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

The Council has not undertaken any strategies specifically related to Asian American employment during the year. The Council is committed to hiring individuals from diverse backgrounds, including people with disabilities.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

1

How many of those Human Resources staff are minorities?

1

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

0

What titles were filled?

N/A

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

0

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

The EEO Officer has not conducted/participated in any activities specifically related to Asian American employment during the year. The Council is committed to hiring individuals from diverse backgrounds, including people with disabilities.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

No hires were made during FY 14. The Council is committed to hiring individuals from diverse backgrounds, including people with disabilities.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

0

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

N/A

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you’re agency’s ability to increase the number of Asians in supervisory and management positions.

All agency employees are encouraged to participate in personal development trainings and activities. The agency organizes agency-wide training for all employees.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

The Council has received no recommendations from any of the above listed entities.

2015 State Asian American Employment Plan Survey

Agency: Emergency Management Agency

Director/Secretary: Jonathon Monken

Submitted: 12/15/2014 1:03:00 PM

Certification: I Agree

Individual Information: Kevin Moore, Labor Relations Administrator, 1035 Outer Park Dr., Springfield 62704, 217-782-3184, kevin.moore@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0	Officials and Managers
2	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

38	Officials and Managers
125	Professionals
17	Technicians
0	Protective Service Workers
10	Para-Professionals
10	Office and Clerical
1	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

201

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
1 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The agency's EEO/AA officer oversees all related activity.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

5

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

Senior Public Service Administrator

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

The agency tries to participate in various job fairs at State universities to increase awareness. The agency also tries to notify organizations like IAMG about posted vacancies.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

N/A

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

1

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

19

What titles were filled?

Nuclear Safety Information Systems Specialist II Nuclear Safety Senior Equipment Technician Office Associate NS Policy Analyst III Nuclear Safety Inspector Nuclear Safety Radiochemistry Lab Assistant Nuclear Safety Administrator I Public Service Administrator Nuclear Safety Engineer II Geographic Information Specialist II Office Coordinator Executive II Account Tech I Account Tech II Nuclear Safety Manager I

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

5

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

IEMA has very few opportunities to hire using the open competitive process.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

N/A

How many interns or student workers did you employ during FY 14? (Do not include trainees)

1

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

1

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

8

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

22

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

Office Associate Public Service Administrator Nuclear Safety Health Physicist I Nuclear Safety Health Physicist II Executive I Nuclear Safety Engineer I Nuclear Safety Engineer II Nuclear Safety Senior Equipment Technician Nuclear Safety Administrator I Accountant Advanced Nuclear Safety Radiochemistry Lab Assistant Nuclear Safety Policy Analyst III Nuclear Safety Information Systems Specialist II Chief Internal Auditor

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you’re agency’s ability to increase the number of Asians in supervisory and management positions.

The agency participates in the upward mobility program. The agency also encourages employee development through participation in seminars, workshops, professional and society organizations and other professional development opportunities.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

N/A

2015 State Asian American Employment Plan Survey

Agency: Employment Security

Director/Secretary: Jay Rowell

Submitted: 12/15/2014 4:01:00 PM

Certification: I Agree

Individual Information: Stanislav Volkhovsky / Betty Torres, Executive I / HR Manager, 33 S. State, Chicago, IL 60603, 312-793-9290 / 312-793-9330, Stanislav.Volkhovsky@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

12	Officials and Managers
43	Professionals
1	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
3	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

227	Officials and Managers
1,003	Professionals
15	Technicians
0	Protective Service Workers
35	Para-Professionals
19	Office and Clerical
0	Skilled Craft Workers
2	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

1,301

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0	Officials and Managers
13	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

Periodic meetings with Human Resources Staff; Outreach staff & Operations staff receive reminders on recruitment. Director's reviews of EO Human Rights Quarterly Reports. EO Officer meets with Human Resources & provides them with the annual Affirmative Action Plan, including information on the underutilization when filling positions. The Department's EEO office participates in various training sessions given by the federal government, as well as the IDHR, including training on diversity in the workplace. EEO staff takes part in Asian Employment Advisory committee meetings.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

9

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

1

List their position titles.

Senior Public Service Administrator - Deputy Director, Service Delivery.

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

Sharing IDES job postings w/job seekers in local offices that serve significant Asian populations. IDES participated in and coordinated job fairs, took part in job & resource fairs, hosted by faith-based organizations.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

Reach out to Asian American community organizations.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

18

How many of those Human Resources staff are minorities?

14

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

44

What titles were filled?

Some of the titles include: Senior Public Service Administrator (including options); Public Service Administrator (including options); ES Program Rep. (full-time & intermittent); Hearings Referee; UI Revenue Analyst II; ES Specialist; Information System Analyst; Accountant; Office Associate.

How many of those were Asian American?

1

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

-7

How many employees were promoted during FY 14?

9

How many Asian Americans were promoted?

1

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

The EEO office provides underutilization information to Human Resources (HR) & reviews all hiring & promotion monitors. HR staff & EEO staff meet periodically to ensure compliance w/CMS rules. EO officer will review selection of candidates before an appointment has been made. IDES incorporated the process within its policy & procedures (P&P1203) to ensure the underutilization of minorities is considered.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

Agency's random selection process for an Open Competitive List usually consists of selecting every other candidate, or every third candidate.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

9

How many veterans were Asian?

1

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

8

For FY 14, how many Rutan interviews were conducted?

77

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

1

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

238

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

8

List position titles.

Senior Public Service Administrators (including options); Public Service Administrators (including options); ES Program Reps (full-time & intermittent); ES Tax Auditors; Information System Analyst II.

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

IDES supports & promotes training conducted by the agency trainers; encourages staff training at DHR and other state & federal agencies; informs employees of the availability of Upward Mobility & tuition reimbursement. A manual on job bidding is posted on internal website. Human Resources staff are available to answer questions. Other Paid Leave granted to employees to attend ILL Assoc. of Minorities in Govt. meetings.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

34

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

No recommendations were provided.

2015 State Asian American Employment Plan Survey

Agency: Environmental Protection Agency

Director/Secretary: Lisa Bonnett

Submitted: 12/12/2014 11:04:00 AM

Certification: I Agree

Individual Information: Jill Johnson, EEO/AA Officer, 1021 N Grand Avenue East Springfield, IL 62702, 217/785-2911, Jill.Johnson@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

8	Officials and Managers
42	Professionals
1	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

131	Officials and Managers
542	Professionals
47	Technicians
0	Protective Service Workers
42	Para-Professionals
57	Office and Clerical
0	Skilled Craft Workers
4	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

813

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0	Officials and Managers
1	Professionals
1	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The Office of Human Resources, the personnel liaisons of each Bureau, The Director and other senior staff are provided copies of the Agency's Affirmative Action plan which contains information about the underutilization of Asians and the numeric goals related to achieving parity.Staff from the Office Of Human Resources receive on the job recruiting training from other staff with experience.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

10

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

1

List their position titles.

Chief Legal Counsel

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

The EEO/AA officer works with the office of Human Resources by sharing underutilization information. In addition to developing the Asian Employment Plan, the Agency attends CMS workshops, diversity fairs and recruits at college job fairs and invites as many Asians as possible from the open competitive list to interviews.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

The Agency uses a sample of calls to determine adequate service is provided to the public and to determine the need for bilingual staff.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

4

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

52

What titles were filled?

Senior Public Service Administrator, Public Service Administrator, Technical Advisor, Environmental Protection Legal Investigator, Environmental Protection Engineer, Environmental Protection Specialist, Chemist, Accountant, Account Technician, Accounting & Fiscal Administrative Career Trainee, Methods and Procedures Career Associate, Office Associate, Office Assistant, Lab Associate.

How many of those were Asian American?

2

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

42

How many Asian Americans were promoted?

6

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

The EEO/AA Officer works with the Office of Human Resources by sharing underutilization information. The EEO/AA Officer also reviews hiring monitors to confirm that during the open competitive hiring process minorities are invited to interview.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

In those instances where random selection is part of the open competitive invitation, the Agency invites as many minorities as possible in conjunction with the specific underutilization for the EEO category of that job title.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

40

How many Asian American interns or student workers did you employ during FY 14?

3

How many veterans were hired during FY14?

9

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

9

For FY 14, how many Rutan interviews were conducted?

83

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

22

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

37

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

2

List position titles.

Environmental Protection Engineer III (2)

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

Bureaus within the Agency offer training on various topics to all employees. Upward Mobility, CMS and Capital City Center offer training and classes to all employees. The Agency also offers tuition reimbursement and professional certification to all employees.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

6

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

N/A

2015 State Asian American Employment Plan Survey

Agency: Executive Ethics Commission

Director/Secretary: Chad Fornoff

Submitted: 12/11/2014 3:12:00 PM

Certification: I Agree

Individual Information: Adam Alstott, Deputy General Counsel/EEO Officer, 401 S. Spring, 518 Stratton Building, Springfield, IL 62706, (217) 558-3724, adam.alstott@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0	Officials and Managers
1	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

8	Officials and Managers
56	Professionals
1	Technicians
0	Protective Service Workers
3	Para-Professionals
6	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

74

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The EEC strives to ensure a diverse workforce. The EEC is exempt from the Personnel Code and has no Coded position, so many if not all of the mandates are inapplicable.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

1

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

The EEC has made recruitment efforts at the University of Illinois at Springfield. 61 of the 74 positions at the EEC are located in Springfield. The EEC has been unable to identify an agency akin to LULAC to partner with in its Asian American Recruitment efforts.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

The EEC does not serve or routinely interact with the general public.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

2

How many of those Human Resources staff are minorities?

1

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

10

What titles were filled?

2 State Purchasing Officers 1 Executive Assistant 2 Procurement Compliance Monitors 4 PCM Trainees IT Systems Specialist

---

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

7

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

The EEC has never had underutilization in any minority category.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

N/A

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

2

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

0

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

10

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

2 State Purchasing Officers 3 Procurement Compliance Monitors 2 PCM Trainees HR Director Small Business Specialist IT Systems Analyst

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you’re agency’s ability to increase the number of Asians in supervisory and management positions.

N/A

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

no

2015 State Asian American Employment Plan Survey

Agency: Financial and Professional Regulation
Director/Secretary: Manuel Flores
Submitted: 12/17/2014 10:22:00 AM
Certification: I Agree
Individual Information: Vivian Toliver, PSA, James R. Thompson Center, 100 W. Randolph, Suite 9-300, Chicago, IL 60601, (312) 814-1764, vivian.toliver@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

4	Officials and Managers
3	Professionals
1	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
1	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

132	Officials and Managers
327	Professionals
11	Technicians
0	Protective Service Workers
58	Para-Professionals
22	Office and Clerical
1	Skilled Craft Workers
2	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

450

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
9 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

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

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

13

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

1

List their position titles.

Senior Public Service Administrator

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

All job openings are posted on the agencies bulletin boards. In addition, the job postings are e-mailed to the Illinois Department of Employment Security; Illinois Department of Human Rights Liaison, who in turn e-mails the postings to other agencies; South Asian American Policy & Research Institute; and Korean Resource & Cultural Center.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

See question No. 12.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

42

How many of those Human Resources staff are minorities?

5

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

76

What titles were filled?

Health Services Investigator; Office Associate; Public Service Administrator; and, Office Coordinator.

How many of those were Asian American?

1

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

15

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

All Hiring and Promotion Monitors are checked to see if the category is underutilized. If the category is underutilized, Shared Services outlines the actions taken to include as many gender and/or race applicants from the CMS open and competitive list.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

All open bargaining positions are posted on the agencies job boards for the mandated length of time. Current State employees can bid on the open position and Shared Services will check to see if they are eligible. Also, the postings are e-mailed to the Liaisons for both the Illinois Department of Employment Security & the Illinois Department of Human Rights to post on their boards. In addition, the Liaisons e-mail's the postings to other EEO Officers to post on their boards. If all current State employees who bid on the position were not eligible and/or turned down the position after an interview, then Shared Services will request a list of candidates from CMS' open and competitive list. IDFPR's underutilization report is consulted to include as many gender and/or race applicant's as possible from the CMS open and competitive list.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

31

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

14

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

102

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

57

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

3

List position titles.

Senior Public Service Administrator; Office Coordinator; and, Public Service Administrator

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

All employees are encouraged to attend CMS training classes. Although IDFPR does not provide college tuition reimbursement, it does provide registration fees for training courses.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

13

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

There were no recommendations.

2015 State Asian American Employment Plan Survey

Agency: Gaming Board

Director/Secretary: Mark Ostrowski

Submitted: 12/15/2014 8:21:00 AM

Certification: I Agree

Individual Information: Karen Weathers, EEO Officer, 801 S. 7th Street, Suite 400 Springfield, Il. 62706, 217-558-3019, karen.weathers@igb.illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

1	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

47	Officials and Managers
103	Professionals
0	Technicians
0	Protective Service Workers
12	Para-Professionals
2	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

164

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
3 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

IGB relies heavily on A & R Shared Services to follow all rules and policies of the hiring process. The Administrator and EEO Officer review and sign all hiring and promotional monitors and Shared Services maintains the appropriate documentation to support all hires.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

7

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

Not applicable

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

IGB participated in a Governor's Office/Asian American Advisory Council workshop on March 27, 2014. IGB will continue to participate in such events in efforts to address the Asian underutilization.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

There are no designated bilingual positions at the IGB.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: Karen Weathers

Title: EEO Officer

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

The EEO Officer coordinates the recruitment efforts for the Illinois Gaming Board, and the IGB will continue to participate in various job fairs and other outreach efforts within the State of Illinois. It

is a goal of this agency to address the Asian underutilization in FY 15 by utilizing CMS' Diversity Enrichment Program and any other recommended sources made by CMS, DHR, or any interested individual within the Asian community.

Number of Human Resources staff in your agency?

3

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

19

What titles were filled?

Accountant, Office Coordinator, Public Service Administrator, Opt. 2 and 8C, Gaming Licensing Analyst, ISA I, Internal Auditor, Office Assistant

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How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

26

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

The EEO Officer participates in various job fairs when feasible, to encourage all minorities to submit an application in order to be deemed eligible. The interview and hiring process is based upon strict rules and regulations, which is enforced by Shared Services. The selected candidate is based upon the highest score.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

A random selection is applied when there is a large group of eligible candidates. Each situation is different, as it depends on how many vacancies there are, and how many veterans are on the list.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

2

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

69

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

14

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

1

List position titles.

Gaming Licensing Analyst

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

CMS sponsors various career enhancement and self development programs to the State of Illinois at no cost. Additionally, the IGB has a semi-automatic promotional ladder that was negotiated for the titles of a Gaming Special Agent Trainee to a Gaming Special Agent (1 year), to a Senior Gaming Special Agent (3 yrs).

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

7

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

1

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

The Illinois Gaming Board has not received any recommendations from any entity listed above.

2015 State Asian American Employment Plan Survey

Agency: Guardianship and Advocacy Commission Director/Secretary: Mary Milano

Submitted: 12/15/2014 3:38:00 PM Certification: I Agree

Individual Information: Bobbie Fox, Director, Human Resources, 160 N. LaSalle Street, Room 500, 312-793-5335, bobbie.fox@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

20	Officials and Managers
78	Professionals
1	Technicians
0	Protective Service Workers
1	Para-Professionals
3	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

107

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0	Officials and Managers
2	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The EEO Officer and the HR Director work with supervisors in an awareness effort concentrating on the underutilization of Asian Americans. The agency on the whole is made aware of the underutilization and there continues to be a more concentrated effort to hire Asian Americans.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

5

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

The agency works with DHR to ensure that we concentrate on the underutilization of Asian Americans by offering an interview whenever someone from this EEO category applies.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

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

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

2

How many of those Human Resources staff are minorities?

1

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

5

What titles were filled?

3 - Guardianship Representatives 2 - Technical Advisor II

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

0

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

GAC rarely has the opportunity to hire from the open competitive list due to AFSCME contract hiring rules. However, the EEO office if required to review and sign off on all hiring monitors before the hiring process is completed.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

N/A

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

8

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

3

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

1

List position titles.

Technical Advisor II

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

Lack of funding prohibits us from setting aside line items for such programs. However, the agency makes sure that all employees are aware of the State of Illinois' Upward Mobility Program.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

4

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

No recommendations were made.

2015 State Asian American Employment Plan Survey

Agency: Healthcare and Family Services

Director/Secretary: Julie Hamos

Submitted: 12/10/2014 4:22:00 PM

Certification: I Agree

Individual Information: Derrick L. Davis, Sr., Chief EEO/AA Officer, 401 South Clinton, Chicago, IL 60607, (312) 793-4322, derrick.davis@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

11	Officials and Managers
34	Professionals
3	Technicians
0	Protective Service Workers
1	Para-Professionals
2	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

466	Officials and Managers
1,287	Professionals
44	Technicians
0	Protective Service Workers
437	Para-Professionals
154	Office and Clerical
0	Skilled Craft Workers
1	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

2,036

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0	Officials and Managers
3	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

While HFS' EEO/AA Office monitors the hiring process to ensure mandated compliance, overwhelmingly, positions are filled within constraints beyond the control of our monitoring. The success of our internal monitoring with respect to employment of Asian Americans is directly proportionate to the limited opportunities to make decisions independent of factors such as bargaining unit considerations or veteran's preference. Specifically, the titles most frequently called for and filled within HFS are subject to bargaining unit provisions. We are most assuredly open to methods to increase targeted hiring/recruitment.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

18

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

1

List their position titles.

SPSA

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

No specific initiatives or specific recruiting plan was implemented to fill positions either internally or externally.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

HFS did not utilize any specific employment strategy in FY 14 to increase the number of available bilingual/Asian American employees. We have however placed an emphasis on targeting/reaching out to organizations whose memberships and makeup are from the underrepresented groups including Asian Americans in an effort to increase the pool of potential candidates for vacancies within those groups to service our Asian languuage-speaking public.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

22

How many of those Human Resources staff are minorities?

4

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

256

What titles were filled?

SPSA; PSA; Office Assistant; Office Associate; HFSN; Child Support Specialist I & II; Child Support Trainee; Office Coordinator; Office Specialist; Accountant; Account Technician I; Accountant Advanced; Executive I & II; Office Associate; Management Operations Analyst; Information Systems Analyst I & II; Information Services Specialist II; Program Integrity Auditor I & II; Public Aid Investigator Trainee; Public Aid Investigator; Human Services Caseworker; Administrative Assistant I; Medical Assistant Consultant III; Public Administration Intern; Office Clerk; Office Administrator IV; Secretary I; Legal Secretary; Medical Administrator; Public Aid Quality Control Reviewer

How many of those were Asian American?

7

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

-10

How many employees were promoted during FY 14?

126

How many Asian Americans were promoted?

3

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

The EEO/AA Office monitors the overall process and all documentation pertinent to employment throughout the hiring process to ensure compliance with legislative mandates and to address underutilization goals. EEO has also placed an emphasis on targeting/reaching out to organizations whose memberships and makeup are from the underrepresented groups in an effort to increase the pool of potential candidates for consideration within those groups in an attempt to reduce underutilization.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

HFS always ensures that we utilize a consistent pattern of selection for each process (i.e. alternating candidates; selecting all candidates or the first and the last candidate on each page, etc.). The exact methodology varies depending on the number of candidates and how many positions there are to interview.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

1

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

69

How many veterans were Asian?

1

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

2

For FY 14, how many Rutan interviews were conducted?

858

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

27

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

258

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

6

List position titles.

PSA, Data Processing Tech, Physician, SPSA, Accountant

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

Currently, there are no promotional programs (excluding the Upward Mobility Program) designated to career ladder enhancement specific to individual groups of employees. HFS has recently entered into an agreement with a local university graduate internship program to enhance our ability to attract minority management applicants.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

5

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

1

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

N/A

2015 State Asian American Employment Plan Survey

Agency: Historic Preservation

Director/Secretary: Amy Martin

Submitted: 12/18/2014 11:37:00 AM

Certification: I Agree

Individual Information: Dawn DeFraties, Human Resources Director, 313 S. 6th Street; Springfield, IL 62701, 217.785.7948, Dawn.DeFraties@Illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

31	Officials and Managers
74	Professionals
2	Technicians
0	Protective Service Workers
20	Para-Professionals
7	Office and Clerical
10	Skilled Craft Workers
20	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

164

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

Clearly communicate compliance mandates prior to each interview. EEO Officer regularly communicates and reports underutilization information to selection & recruitment and interviewing administrative staff.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

9

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

n/a

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

Continually monitoring and discussing underutilization categories. Clearly communicate compliance mandates prior to each interview. EEO Officer regularly communicates and reports underutilization information to selection & recruitment and interviewing administrative staff. Widely distribute job postings.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

IHPA does not have Asian language-speaking positions. If we would have a need, we would utilize the services of the CMS translation contractor.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: n/a

Title: n/a

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

n/a

Number of Human Resources staff in your agency?

2

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

23

What titles were filled?

Building & Grounds Laborer Historical Research Specialist Private Secretary Project Designer Public Administration Intern Senior Public Service Administrator Site Interpreter Site Superintendent I Site Technician 2

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

0

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

Continue monitoring underutilization numbers. Continue recruitment efforts and communication with senior staff and recruitment and selection.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

n/a

How many interns or student workers did you employ during FY 14? (Do not include trainees)

2

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

9

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

250

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

27

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

Building & Grounds Laborer Building & Grounds Lead 1 Executive I Executive 2 Iconographer ISA 1 Librarian 1 Ranger Senior Public Service Administrator Site Service Coordinator 1 Site Interpreter Site Service Specialist 1 Site Service Specialist 2 Site Technician 2 Staff Development Specialist Site Superintendent Stationary Engineer Volunteer Services Coordinator I

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

Upward Mobility Program. IHPA offers employees training for personal and professional growth.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

n/a

2015 State Asian American Employment Plan Survey

Agency: Human Rights Commission

Director/Secretary: Keith Chambers

Submitted: 12/15/2014 9:46:00 AM

Certification: I Agree

Individual Information: Dr. Ewa I. Ewa, CFO/Personnel Director, 100 W. Randolph #5-100 Chicago, Illinois 60601, 312-814-6281, ewa.ewa@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

6 Officials and Managers
12 Professionals
0 Technicians
0 Protective Service Workers
3 Para-Professionals
2 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

23

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

n/a

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

3

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

n/a

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

n/a

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

n/a

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: n/a

Title: n/a

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

n/a

Number of Human Resources staff in your agency?

1

How many of those Human Resources staff are minorities?

1

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

1

What titles were filled?

Tech. Advisor

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

0

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

n/a

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

n/a

How many interns or student workers did you employ during FY 14? (Do not include trainees)

4

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

3

For FY 14, how many Rutan interviews were conducted?

1

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

1

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

n/a

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you’re agency’s ability to increase the number of Asians in supervisory and management positions.

n/a

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

n/a

2015 State Asian American Employment Plan Survey

Agency: Human Rights Department

Director/Secretary: Rocco J. Claps

Submitted: 12/16/2014 4:01:00 PM

Certification: I Agree

Individual Information: Bobbie Wanzo, Deputy Director, 100 W. Randolph, Suite 10-100, Chicago, Illinois 60601, 312-814-6245, Bobbie.Wanzo@Illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0	Officials and Managers
4	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
1	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

29	Officials and Managers
94	Professionals
4	Technicians
0	Protective Service Workers
7	Para-Professionals
18	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

142

As of June 30, 2014, provide the underutilization for Asian Americans by category:

1	Officials and Managers
2	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The Department's Chief Legal Counsel, Human Resource staff and Department EEO/ AA Officer, closely monitor the activities of the Department's staff responsible for hiring, interviewing, recruitment, etc., in complying with the legislative mandates required. All staff have been made aware of the Agency's efforts to ensure a diverse workforce. The Department's Institute for Training and Development continues to train Department staff and other public and private entities on Diversity Awareness.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

6

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

While there are a number of position titles which participate, there is a position title dedicated to community relations and outreach and one of the duties with respect to outreach is minority diversity. In this capacity, the position title works to identify potential candidates for employment with the Department of Human Rights. Specifically, this position is responsible for the following: Recruiting for specific positions; working with the Department's Human Resources staff to identify specific opportunities; establishing relationships with a broad coalition of recruitment resources such as colleges, universities, outside employers; and, ensuring that individuals are aware of vacancies. In an effort to recruit individuals to address the Department's EEO categories, the Department participates in a number of activities including the following: workshops; seminars; conferences; job fairs; partnerships with community organizations; partnerships with non-profit organizations, etc.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

In an effort to recruit individuals to address the Department's EEO categories, the Department participates in a number of activities including but not limited to workshops, seminars, conferences, job fairs and partnerships with community organizations, etc. Additionally, the Department periodically reviews its bilingual needs. As of June 30, 2014, the Department had one Asian American employee in a Korean bilingual option position to service the needs of its Asian language speaking customers.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

While the Department does not have an Asian American employee who performs liaison related duties, the Department is committed to a diverse workforce. The Department does have a number of staff who conduct education, outreach and training with respect to minority diversity. In this capacity, staff work to identify potential candidates for employment with the Department of Human Rights. The Department's recruitment efforts include outreach to Asian American individuals by recruiting for specific positions; working with the Department's Human Resources staff to identify specific employment opportunities for Asian Americans; establishing relationships with a broad coalition of recruitment resources such as colleges, universities, outside employers; and ensuring that individuals are aware of position vacancies.

Number of Human Resources staff in your agency?

3

How many of those Human Resources staff are minorities?

2

How many employees were hired during FY 14? Include new "off the street" hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

11

What titles were filled?

Human Rights Investigator Technical Advisor Office Associate

How many of those were Asian American?

2

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

2

How many employees were promoted during FY 14?

2

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

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

If random selection of candidates was part of the open competitive interview invitation process describe your agency's method of random selection.

Selection is made based on the CMS Personnel guidelines for requesting the open competitive list and candidates from the open competitive list. The method of random selection of candidates on the open competitive list depends on the number of candidates on the open competitive list, however, it is normally based on a numerical calculation.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

4

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

30

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

10

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

N/A. There were no Asian American employees that vacated the Department of Human Rights during Fiscal Year 2014.

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

1. The Department Human Resource staff meet regularly with the Department Director to review the Department's staffing pattern and strategy for hiring employees. 2. The Department encourages its employees to participate in employee training through the Institute for Training and Development and enrichment courses through the State course offerings. 3. The Department's staff also assists employees to match their skills with available promotional opportunities in the Department and the State. 4. The Department has three Asian American employees who participate in the Upward Mobility Program.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

12

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

3

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

The Department continues to improve its website; continues to review its positions; the need of its customers and the quality of its outreach efforts to ensure that all communities have the same access to information and services provided by the Department.

2015 State Asian American Employment Plan Survey

Agency: Human Services

Director/Secretary: Michelle R.B. Saddler

Submitted: 12/17/2014 9:24:00 AM

Certification: I Agree

Individual Information: Luis Martinez, Bureau Chief, 401 S. Clinton, 3rd Floor, Chicago, IL 60607, 312-793-2593, luis.m.martinez@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

34	Officials and Managers
488	Professionals
101	Technicians
4	Protective Service Workers
8	Para-Professionals
10	Office and Clerical
0	Skilled Craft Workers
14	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
9	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

34	Officials and Managers
488	Professionals
101	Technicians
4	Protective Service Workers
8	Para-Professionals
10	Office and Clerical
0	Skilled Craft Workers
14	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

14,320

As of June 30, 2014, provide the underutilization for Asian Americans by category:

1	Officials and Managers
29	Professionals
10	Technicians
0	Protective Service Workers
1	Para-Professionals
9	Office and Clerical
0	Skilled Craft Workers
2	Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

IDHS has a centralized Recruitment and Selection Unit responsible for all hiring. Hiring staff use EEO Monitors and Underutilization Summaries. Additionally, IDHS, through its Recruitment, Hiring and Discipline Committee conducts monthly meetings to discuss and monitor all legislative mandate of the Asian Employment Plan. Members of IDHS have attended the Asian American Employment Plan Council. IDHS' participation in this Council will assist IDHS in addressing the underutilization that IDHS has within the Asian EEO category. BRS' Technician Selection Program maintains and reports on the number of minority applicants recruited and eligible for employment as a Mental Health Technician Trainee through the Recruitment, Hiring and Discipline Committee and to the Executive level of the organization.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

15

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

1

List their position titles.

SPSA

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

Monthly Recruitment, Hiring and Discipline Committee meetings are held and our Division of family and Community Services do a lot of community work. The Recruitment Unit utilizes job fairs, panel presentations across the State, e-blasts and they have made a connection with the Governor's Office Senior Policy Advisor and Director of the Asian American Outreach Program.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

DHS-OHR/BRS has been working with the Asian community liaison from the Governor's office to plan attend job fairs and information sessions throughout the state.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

93

How many of those Human Resources staff are minorities?

25

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

2,289

What titles were filled?

IDHS' Bureau of Civil Affairs does not currently track titles only EEO Categorical data.

How many of those were Asian American?

95

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

-44

How many employees were promoted during FY 14?

267

How many Asian Americans were promoted?

6

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

IDHS has a centralized Recruitment and Selection Unit responsible for all hiring. Hiring staff use EEO Monitors and Underutilization Summaries. Additionally, IDHS, through its Recruitment, Hiring and Discipline Committee conducts monthly meetings to discuss and monitor all legislative mandate of the Asian Employment Plan. Members of IDHS have attended the Asian American Employment Plan Council. IDHS’ participation in this Council will assist IDHS in addressing the underutilization that IDHS has within the Asian EEO category. BRS’ Technician Selection Program maintains and reports on the number of minority applicants recruited and eligible for employment as a Mental Health Technician Trainee through the Recruitment, Hiring and Discipline Committee and to the Executive level of the organization.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

Depending on the size of the test, the Blind List may be marked every 3, 5, or 10 candidates.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

188

How many veterans were Asian?

2

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

29

For FY 14, how many Rutan interviews were conducted?

1,307

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

5

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

686

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

19

List position titles.

Asian American employee position titles that vacated the agency during FY14: Disability Claims Adjudicator II Mental Health Technician II Physician Physician Specialist Public Service Administrator Psychologist II Rehabilitation Counselor Trainee Registered Nurse I & II Security Therapy Aide I

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

IDHS will continue to rely on suggestions from the Recruitment, Hiring and Discipline Committee. IDHS will continue to assess the agency's need for Asian American upper management positions in the agency on a regular basis and will conduct targeted recruitment in the Asian American community, especially when any testing opportunities are available. IDHS employees, 96% being union employees, are allowed and and encouraged to participate in the Upward Mobility Program which is a joint venture between the State of Illinois and the American Federation of State County and Municipal Employee Collective Bargaining Unit. Also, IDHS employees are allowed and encouraged to participate in a variety of career enhancement programs offered by the Bureau of Training and Development.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

994

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

9

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

In the FY15 Affirmative Action Plan, the Department of Human Services failed to meet the Department of Human Rights' standard for minority goal of 25%, and the Department of Human Rights will make a referral to the Department of Central Management Services for training.

2015 State Asian American Employment Plan Survey

Agency: Illinois Board of Higher Education

Director/Secretary: Dr. James Applegate

Submitted: 12/9/2014 2:23:00 PM

Certification: I Agree

Individual Information: Mr. Ricahrd Tapia, Associate Director, tapia@ibhe.org, 217-782-2552, 431 E. Adams Springfield, IL 62701

As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

0

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

Employment openly distributed to recruit employees for agency positions.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

0

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

Employment information distributed openly to recruit applicants.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

Open positions published for all applicants.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

1

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

9

What titles were filled?

N/A

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

0

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

Office review of office employment process and completion of IDHR hiring monitor

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

Review of all application material

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

0

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

6

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

n/a

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

All employees are provided orientation on agency information at hiring

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

n/a

2015 State Asian American Employment Plan Survey

Agency: Illinois Commerce Commission

Director/Secretary: Jonathan Feipel

Submitted: 12/12/2014 9:50:00 AM

Certification: I Agree

Individual Information: Leigh Ann Myers, Human Resources Manager, 527 E. Capitol Ave., Springfield, IL 62701, 217-785-1407, lmyers@icc.illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

1	Officials and Managers
2	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

46	Officials and Managers
165	Professionals
4	Technicians
7	Protective Service Workers
9	Para-Professionals
4	Office and Clerical
1	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

236

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0	Officials and Managers
4	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The ICC's Human Resources Department is small. The staff responsible for hiring, interviewing, and recruiting are the same ones involved in the development of the agency's Asian American employment goals and plans and in the completion of this survey. Meetings and materials were not required.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

6

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

Prior to posting a position, we discuss our intentions with the staff of the Diversity Enrichment Program. They have been very effective in helping us to disseminate information about our vacancies to various professional organizations with Asian membership. We post all vacancies on the ICC and Work Illinois websites. Additionally, we have received assistance from Illinois Association of Minorities in Government and Rep. LaShawn K. Ford's job bulletin. In years where there are more vacancies, we attend minority career fairs at various universities. In years with few vacancies, we still volunteer to work with minority students at mock interviews and resume reviews to maintain positive relationships with career services offices. The ICC participated in an internship program for high school students with Chicago Public Schools this year for the first time. We have recently implemented an initiative to seat at least one minority participant on every interview panel we convene. Until more of our staff have an opportunity to be certified, panels will have at least one minority adviser or consultant.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

N/A

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

3

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

8

What titles were filled?

Executive IV (3) Chief - Police ICC Police Officer I (3) Office Associate

---

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

1

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

The EEO reviews and drafts of postings, proposed new interview questions, Candidate Evaluation Forms, Employment Decision Forms, and Hire/Promotion Monitors. The EEO Officer also makes recommendations concerning composition of interview panels.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

Random selection was not used during FY14.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

1

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

2

For FY 14, how many Rutan interviews were conducted?

21

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

11

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

Executive IV General Counsel Office Associate (2) Railroad Safety Specialist IV Railroad Safety Specialist III Technical Advisor IV Administrative Assistant 1 Compliance Specialist Manager ICC Police Officer II

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you’re agency’s ability to increase the number of Asians in supervisory and management positions.

All employees are provided with on-the-job training in their specialties. A tuition reimbursement program is available for employees enrolled in college.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

2

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

No

2015 State Asian American Employment Plan Survey

Agency: Illinois Health Information Exchange Auth Director/Secretary: Raul Recarey

Submitted: 12/12/2014 4:19:00 PM Certification: I Agree

Individual Information: Kerri McBride, General Counsel, 100 West Randolph Street, Suite 4-750, Chicago, Illinois 60601, 312-814-1266, kerri.mcbride@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0 Officials and Managers
1 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

7 Officials and Managers
5 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
1 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

13

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

HR services are provided to the agency by the Administrative and Regulatory Shared Services Center. Hiring staff has completed Rutan training and if the job is covered by Rutan, Rutan trained interviewers conduct the interviews. All agency positions are posted on the State of Illinois "Work for Illinois" website to make certain the positions are available to a diverse candidate pool. Positions are also posted on the agency website and Facebook page and may be posted on job search forums, including Monster and Careerbuilder.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

6

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

n/a

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

All agency positions are posted on the State of Illinois "Work for Illinois" website to make certain the positions are available to a diverse candidate pool. Positions are also posted on the agency website and Facebook page and may be posted on job search forums, including Monster and Careerbuilder. Only 1 employee was hired externally during FY 2014.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

During FY 14, the Agency did not have public facing programs that required bilingual employees. If we do in the future, we will reach out to the Asian American Employment Counscil for assistance in determining where to post/recruit to fill such positions.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: n/a

Title: n/a

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

n/a

Number of Human Resources staff in your agency?

0

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

11

What titles were filled?

General Counsel, Chief Financial Officer, Technical Engagement Manager (4), Implementation Manager, Private Secretary II, Chief Technology Officer, Chief Information Officer and Policy, Privacy and Compliance Manager

How many of those were Asian American?

1

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

1

How many employees were promoted during FY 14?

0

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

No underutilization was found. However, all agency positions are posted on the State of Illinois “Work for Illinois” website to make certain the positions are available to a diverse candidate pool. Positions are also posted on the agency website and Facebook page and may be posted on job search forums, including Monster and Careerbuilder.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

N/a

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

8

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

1

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

n/a

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

The Illinois Statewide Training clearinghouse is available for use by all employees. http://www.intra.state.il.us/tch/. As the agency is new, at this time no other sponsored training opportunities are available. However, the agency supports its employees in their efforts to obtain professional development and related subject matter training from resources outside the agency.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

No.

2015 State Asian American Employment Plan Survey

Agency: Illinois State Board of Education

Director/Secretary: Donald W. Evans

Submitted: 12/15/2014 9:14:00 AM

Certification: I Agree

Individual Information: Donald W. Evans, Chief Operating Officer/Director of Human Resources and Labor Relations, 100 North First Street, Springfield, IL 62777-0001, (217) 782-6434, dwevans@isbe.net

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

2	Officials and Managers
19	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
2	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

50	Officials and Managers
298	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
79	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

427

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The Illinois State Board of Education Human Resources and Labor Relations Division have developed practices and procedures to regulate and document agency compliance with fair employment practices and affirmative action requirements in personnel and business affairs. The Illinois State Board of Education monitors all personnel transactions for compliance with state and federal equal opportunity requirements pertaining to employee selection, promotion, grievances, discipline, evaluation, layoff, recall and discharge. The Human Resources and Labor Relations Division identifies affirmative action staffing deficiencies and makes hiring officials aware of those under-utilizations. Human Resources and Labor Relations staff assists hiring authorities to identify referral sources for qualified persons with disabilities and minority and female applicants for agency positions. The Illinois State Board of Education Human Resources and Labor Relations Division provide employees and administrative staff with information on equal employment opportunity principles, rights, and requirements through training and the distribution of materials. This includes, but is not limited to, the completion and distribution of yearly Affirmative Action Plans, African American, Hispanic American, and Asian American Employment Plans.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

7

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

Not Applicable

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

The Illinois State Board of Education Human Resources and Labor Relations Division actively works to encourage Asian American candidates to apply for positions with the Illinois State Board of Education. In addition to publicly posting all external vacancy lists on our website, the agency forwards external vacancy lists to educational institutions, workforce development organizations,

and organizations such as the Illinois Association of Minorities in Government and the Asian American Institute. Internal vacancies are posted and all qualified employees are encouraged to apply. For every vacancy, both internal and external, a hiring or promotion monitor is completed and monitored by Human Resources and Labor Relations staff. These monitors are reviewed by the Director of Human Resources and Labor Relations and the liaison with the Illinois Department of Human Rights quarterly.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

The Illinois State Board of Education is at parity in all categories with respect to the employment of Asian American persons. To ensure that the agency can meet the needs of all Illinoisans, regardless of language, certain agency positions either require or give preference to those that are bilingual or multilingual. These requirements and preferences are clearly indicated on vacancy listings that are distributed to educational institutions, workforce development organizations, and organizations such as the Illinois Association of Minorities in Government and the Asian American Institute.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: Not Applicable

Title: Not Applicable

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

Not Applicable

Number of Human Resources staff in your agency?

15

How many of those Human Resources staff are minorities?

5

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

70

What titles were filled?

- Assistant General Counsel - Assistant Superintendent - Consultant - Division Administrator - Division Supervisor - Fiscal Specialist I - Human Resources Assistant II - Human Resources Specialist - Internal Auditor - Principal Consultant - Private Secretary III - Program Specialist I - Program Specialist II - Projects Administrator - Senior Internal Auditor - Special Assistant

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How many of those were Asian American?

9

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

-5

How many employees were promoted during FY 14?

26

How many Asian Americans were promoted?

3

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

The Illinois State Board of Education is at parity for all E.E.O. categories. In the furtherance of its mission to maintain a diverse workforce, the Human Resources and Labor Relations Division is actively involved in all stages of the hiring process. Human Resources and Labor Relations staff review all position postings prior to release to ensure that all requirements are job related, screen incoming applications based solely on job related criteria, check all interview questions to confirm that the questions are not discriminatory, and participate as part of each interview team to ensure that all federal & state laws, agency policies, and equal employment opportunity and affirmative action principles are adhered to.

If random selection of candidates was part of the open competitive interview invitation process describe your agency's method of random selection.

Not Applicable

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

2

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

0

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

19

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

2

List position titles.

- Consultant - Principal Consultant

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

The Illinois State Board of Education provides the opportunity for all employees to apply for the reimbursement of tuition and related expenses per agency policy and applicable collective bargaining agreements. Furthermore, the agency makes self-study computer software training courses available to all employees.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

16

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

1

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

The Illinois State Board of Education is at parity in all E.E.O. categories. The agency will continue to work toward maintaining a diverse workforce.

2015 State Asian American Employment Plan Survey

Agency: Inspector General

Director/Secretary: Ricardo Meza

Submitted: 12/15/2014 4:42:00 PM

Certification: I Agree

Individual Information: David Morrison, Director of Ethics Training & Compliance, 69 W. Washington, Suite 3400 Chicago, IL 60602, 312-814-1932, david.morrison@illlinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0	Officials and Managers
2	Professionals
1	Technicians
0	Protective Service Workers
1	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

7	Officials and Managers
27	Professionals
30	Technicians
0	Protective Service Workers
4	Para-Professionals
13	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

75

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The OEIG is an exempt non-code agency. Nevertheless, we are pleased to report that the office was not underutilized in any category.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

7

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

The OEIG is an exempt non-code agency. However, the OEIG strives for and has a diverse workforce and is pleased to report that agency staff do carefully review candidate applications to make certain that candidates of all backgrounds are considered for vacant positions.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

The OEIG is an exempt non-code agency. Despite this fact, OEIG leadership is aware of the benefit of having a diverse workforce and seeks to provide persons of all backgrounds the opportunity to work for the OEIG.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

3

How many of those Human Resources staff are minorities?

2

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

28

What titles were filled?

First Deputy Inspector General; Chief of Staff; General Counsel; Deputy Chief of Staff and Director Ethics Training & Compliance; Director Ethics Training & Compliance; Director Finance & Administration; Deputy Inspector General & Chief; Deputy Inspector General; Legislative Inspector General; Assistant Inspector General; Supervising Investigator; Investigator; Investigator Auditor; Administrative Account Clerk; and Administrative Assistant.

How many of those were Asian American?

2

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

1

How many employees were promoted during FY 14?

8

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

N/A

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

N/A

How many interns or student workers did you employ during FY 14? (Do not include trainees)

5

How many Asian American interns or student workers did you employ during FY 14?

1

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

0

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

17

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

1

List position titles.

Investigator

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

The OEIG is an exempt non-code agency. The OEIG encourages all of its employees to participate in training programs, including programs aimed at enhancing the agency's ability to increase workforce diversity.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

No recommendations have been received.

2015 State Asian American Employment Plan Survey

Agency: Insurance

Director/Secretary: Andrew Boron

Submitted: 12/11/2014 3:03:00 PM

Certification: I Agree

Individual Information: Ryan Gillespie, Policy Advisor, 320 W. Washington - Springfield, IL 62767, 217-782-6369, ryan.gillespie@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

2	Officials and Managers
9	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

78	Officials and Managers
99	Professionals
49	Technicians
0	Protective Service Workers
8	Para-Professionals
8	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

242

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The agency utilizes Shared Services for hiring needs. That said, the advantages and needs of a diverse workforce are discussed in both Sr. Staff and HR meetings.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

7

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

The agency utilizes Shared Services for hiring needs. That said, the advantages and needs of a diverse workforce are discussed in both Sr. Staff and HR meetings.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

The agency utilizes Shared Services for hiring needs. That said, the advantages and needs of a diverse workforce are discussed in both Sr. Staff and HR meetings.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

2

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

52

What titles were filled?

Q1: Officials/Manager PUBLIC SERVICE ADMINISTRATOR Professional INSURANCE COMPANY FIELD STAFF EXAMINER Office/Clerical OFFICE ASSOCIATE Office/Clerical OFFICE ASSOCIATE Professional ACTUARIAL ASSISTANT Professional ACCOUNTANT ADVANCED Office/Clerical OFFICE ASSOCIATE Officials/Manager SENIOR PUBLIC SERVICE ADMINISTRATOR Q2: Officials/Manager PUBLIC SERVICE ADM Professionals ACTUARIAL ASST Professionals ACTUARIAL ASST Professionals INS PERFORMANCE EXAM 3 Professionals ACCOUNTANT ADVANCED Office/Clerical OFFICE ASSOCIATE Professionals INS CO FLD STAFF EXAM Officials/Manager PUBLIC SERVICE ADM Q3: Office/Clerical OFFICE ASSOCIATE Officials/Manager SENIOR PUBLIC SERV ADMIN Professionals INSURANCE PERFORMANCE EXAMINER I Officials/Manager SENIOR PUBLIC SERV ADMIN Professionals ADMINISTRATIVE ASSISTANT II Officials/Manager SENIOR PUBLIC SERV ADMIN Officials/Manager SENIOR PUBLIC SERV ADMIN Officials/Manager PUBLIC SERVICE ADM Officials/Manager SENIOR PUBLIC SERV ADMIN Officials/Manager PUBLIC SERVICE ADM Professionals INS CO CLAIMS EXAMINER 2 Officials/Manager PUBLIC SERVICE ADM Professionals ACTUARY 1 Q4: Technicians INSURANCE ANALYST III Professionals INS CO FLD STAFF EXAM Technicians INSURANCE ANALYST 4 Professionals INS PERFORMANCE EXAM 3 Officials/Manager SENIOR PUBLIC SERVICE ADMINISTRATOR Officials/Manager SENIOR PUBLIC SERV ADMIN Officials/Manager PUBLIC SERVICE ADM Professionals ADMIN ASSISTANT 1 Technicians INSURANCE ANALYST 2 Professionals INS CO FIN EXAMINER TRN Professionals HUMAN RESOURCES REPRESENTATIVE Officials/Manager PUBLIC SERVICE ADM Officials/Manager SENIOR PUBLIC SERVICE ADMINISTRATOR Office/Clerical OFFICE ASSOCIATE

How many of those were Asian American?

1

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

-2

How many employees were promoted during FY 14?

19

How many Asian Americans were promoted?

1

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

Agency utilizes Shared Services for hiring needs. The EEO Officer does review the Hire &

Promotion Monitors received from Shared Services.

If random selection of candidates was part of the open competitive interview invitation process describe your agency's method of random selection.

N/A

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

4

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

100

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

42

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

2

List position titles.

Professionals INS CO FLD STAFF EXAM Officials/Manager PUBLIC SERVICE ADM

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

Agency utilizes Shared Services for hiring. Staff is generally allowed to take state-sponsored courses and quality, free programs in their local community to increase skills.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

None.

2015 State Asian American Employment Plan Survey

Agency: Investment Board

Director/Secretary: William R. Atwood

Submitted: 12/3/2014 3:25:00 PM

Certification: I Agree

Individual Information: Alise M. White, Deputy Executive Director, 180 N. Lasalle - Suite 2015, 312-793-5714, alise.white@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

5 Officials and Managers
4 Professionals
0 Technicians
0 Protective Service Workers
1 Para-Professionals
1 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

11

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

I attend the Quarterly Agency Personnel Manager meetings. In 2014 I attended the January 28, 2014 meeting, the April 29, 2014 meeting and the September 24, 2013 meeting.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

10

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

Not applicable.

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

Illinois State Board of Investment recruits on university campuses, through professional associations and through temp to perm arrangements with employment agencies.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

Illinois State Board of Investment recruits on university campuses, through professional associations and through temp to perm arrangements with employment agencies.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: Alise White

Title: Deputy Executive Director

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

Illinois State Board of Investment recruits on university campuses, through professional associations and through temp to perm arrangements with employment agencies. Also the Deputy Executive Director works closely with the Department of Human Rights liaison to Illinois

State Board of Investment to ensure that all programs and policies are in compliance.

Number of Human Resources staff in your agency?

1

How many of those Human Resources staff are minorities?

1

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

1

What titles were filled?

Chief Fiscal Officer

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

0

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

Illinois State Board of Investment recruits on university campuses, through professional associations and through temp to perm arrangements with employment agencies.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

Illinois State Board of Investment recruits on university campuses, through professional associations and through temp to perm arrangements with employment agencies.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

0

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

Not applicable.

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

The Executive Director routinely reviews internal staff qualifications when promotional opportunities become available. The Deputy Executive Director position was filled through that means. Also all staff is encouraged to participate in ongoing career training from external organizations including professional associations.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

7

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

No recommendations were made.

2015 State Asian American Employment Plan Survey

Agency: Juvenile Justice

Director/Secretary: Candice Jones

Submitted: 12/15/2014 7:08:00 PM

Certification: I Agree

Individual Information: Zina Smith, Public Service Administrator, 100 W. Randolph, Suite 4-200, Chicago, IL 60601, 312-814-3317, smithzina@doc.illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

1	Officials and Managers
7	Professionals
1	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

54	Officials and Managers
809	Professionals
17	Technicians
0	Protective Service Workers
18	Para-Professionals
19	Office and Clerical
31	Skilled Craft Workers
55	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

1,003

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0	Officials and Managers
32	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The EEO Officer reviews recommendations for hires, promotions or transfers completed on a Hiring and Promotion monitor prior to any commitments being made to fill a position. During FY14, Human Resource Representative Training was conducted for all Personnel staff in the Northern, Central and Southern Regions. Also, recruiters participate in job fairs and recruitment activities that target Asian Americans that are sponsored by educational institutions, organizations and governmental entities.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

15

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

1

List their position titles.

Deputy Director

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

Recruiters participate in recruitment fairs sponsored by the community and educational institution. They also attend informational sessions and workshops focusing on the Asian Community. Recruiters provided a link to DJJ's Juvenile Justice Specialist Intern position on Asian American organization websites.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

DJJ continues to monitor and track hiring goals. There are underutilizations noted. DJJ is committed to meet those needs whenever possible.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

8

How many of those Human Resources staff are minorities?

3

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

125

What titles were filled?

SPSA/PSA Corrections Food Service Supervisor Corrections Maintenance Craftsman Corrections Nurse Educational Diagnostician Educator Executive Executive Secretary Juvenile Justice Specialist Intern Methods & Procedures Advisor Office Coordinator Office Associate Office Assistant Psychologist Social Worker Student Worker Staff Development Specialist Youth & Family Specialist Business Manager Administrative Assistant Corrections Leisure Activities Specialist Account Technician Correction Supply Supervisor Correction Identification Technician

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How many of those were Asian American?

2

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

2

How many employees were promoted during FY 14?

27

How many Asian Americans were promoted?

1

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

The EEO Officer reviews recommendations for hires, promotions or transfers that are completed on Hiring and Promotion Monitors prior to any commitment being made to fill the position.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

When an Open Competitive List is utilized for selection of candidates, a pattern is established by Shared Services such as every 5th person being invited to participate in the interview process.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

4

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

62

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

3

For FY 14, how many Rutan interviews were conducted?

62

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

5

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

119

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

5

List position titles.

SPSA Juvenile Justice Specialist Intern Youth & Family Specialist

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

The Upward Mobility Program is available and encouraged within the agency for employees' career advancement. It should also be noted that staff opportunities for promotion exist within negotiated contractual language such as Filling of Vacancies.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

133

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

3

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

It was recommended that the agency continue to hire and promote Asian Americans in order to reach parity in the underutilized categories.

2015 State Asian American Employment Plan Survey

Agency: Labor Department

Director/Secretary: Joseph Costigan

Submitted: 12/15/2014 3:54:00 PM

Certification: I Agree

Individual Information: Salvatore Calace, Human Resources Director, 160 North Lasalle Street Chicago, IL 60601, 312-793-4463, sal.calace@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0	Officials and Managers
2	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

15	Officials and Managers
34	Professionals
23	Technicians
0	Protective Service Workers
10	Para-Professionals
8	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

90

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The Department of Labor closely monitors all EEO and legislative mandates of the African American Employment Plan while honoring the hiring practices of the State. DOL is compliant with EEO and Senior Staff meets twice per year to go over mandates and EEO statistics for our Agency.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

12

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

Our Agency utilizes the Upward Mobility Program and we are currently at parity.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

We have not been able to identify a way in which we can bring the language option position to the Department of Labor. This is on our Agenda for FY15.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

1

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

28

What titles were filled?

Executive II Superintendant of Public Safety Titles above were filled by Asian Americans

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How many of those were Asian American?

2

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

1

How many employees were promoted during FY 14?

7

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

The Open Competitive List has a designation for categories underutilized. I have not had to identify with this problem as we have not been underutlized since I started employment here.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

This would be situational depending on the random selection described. It would be done compliant with State hiring practices.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

5

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

6

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

1

For FY 14, how many Rutan interviews were conducted?

100

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

20

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

17

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

N/A

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you’re agency’s ability to increase the number of Asians in supervisory and management positions.

Our Agency utilizes the Upward Mobility Program and we are currently at parity.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

3

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

N/A

2015 State Asian American Employment Plan Survey

Agency: Labor Relations Board

Director/Secretary: Melissa Mlynski

Submitted: 12/3/2014 1:20:00 PM

Certification: I Agree

Individual Information: Carla Stone, Personnel Manager, 160 N LaSalle Street, S-400, Chgo 60601, 312 793 6426, carla.stone@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

3 Officials and Managers
12 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

17

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

Staff is updated by the personnel manager via memos from CMS and or DHS.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

4

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

0

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

The personnel manager reminds hiring staff of the Asian AEP whenever there is an opportunity to hire.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

N/A

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

1

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

2

What titles were filled?

Public Admin Intern

How many of those were Asian American?

1

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

1

How many employees were promoted during FY 14?

0

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

The personnel manager reminds hiring staff of the underutilization for minority whenever there is an opportunity to hire.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

N/A

How many interns or student workers did you employ during FY 14? (Do not include trainees)

2

How many Asian American interns or student workers did you employ during FY 14?

1

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

2

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

3

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

PSA Technical Advisor II

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

N/A

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

N/A

2015 State Asian American Employment Plan Survey

Agency: Labor Relations Board - Educational

Director/Secretary: Victor Blackwell

Submitted: 12/15/2014 11:27:00 AM

Certification: I Agree

Individual Information: Renee Strickland, Personnel Director, 160 N. LaSalle St., Suite N-400, Chicago, IL 60601, 312/793-3245, renee.strickland@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

5 Officials and Managers
5 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
2 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

10

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

Individuals responsible for hiring decisions are aware of the mandates of the Plan. The agency's Personnnel Director has received training at CMS personnel meetings and meetings with the agency's EEO/AA liaison.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

3

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

n/a

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

Post information regarding employment opportunities.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

N/A. There is not a need for a bilingual employee at this time.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

1

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

2

What titles were filled?

Public Service Administrator, 8L Office Associate, Opt. 2

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

N/A

How many employees were promoted during FY 14?

0

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

No underutilization. EEO Officer completes the Hiring Monitor form when applicable.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

When random selection is available, qualified candidates from all EEO/AA catagories are invited for interview.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

7

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

2

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

Public Service Administrator, Opt. 8L Office Associate, Opt. 2

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you’re agency’s ability to increase the number of Asians in supervisory and management positions.

N/A

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

No recommendations.

2015 State Asian American Employment Plan Survey

Agency: Law Enforcement Training and Standards Director/Secretary: Kevin McClain

Submitted: 12/15/2014 9:25:00 AM Certification: I Agree

Individual Information: Anthony Raffety, EEO/AA Officer, 4500 S. 6th St. Rd., Springfield, IL. 62703, 217-782-4540, anthony.raffety@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0	Officials and Managers
1	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
1	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

6	Officials and Managers
14	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
7	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

27

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

While we are a small agency of 16 employees, we are in full compliance with all EEO/AA mandates, we complete quarterly EEO reports and an annual Affirmative Action Plan, we follow all CMS and RUTAN guidelines and requirements, and our interviewers are RUTAN certified interviewers.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

5

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

PSA's

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

We are a small agency of 16 employees and we are not underutilized in any minority category.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

We communicate with law enforcement agencies only and the need has yet to arise.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: NA

Title: NA

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

NA

Number of Human Resources staff in your agency?

1

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

3

What titles were filled?

(1) Private Secretary and (2) Executive I

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

0

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

We are not underutilized in any minority category.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

NA

How many interns or student workers did you employ during FY 14? (Do not include trainees)

1

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

1

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

3

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

2

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

NA

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

We are a small agency of 16 employees. Our agency abides by all applicable federal and state laws, policies, and other requirements pertaining to non-discrimination in employment.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

No

2015 State Asian American Employment Plan Survey

Agency: Lottery

Director/Secretary: Michael Jones

Submitted: 12/15/2014 9:52:00 AM

Certification: I Agree

Individual Information: Lydia S. Mills, HR Liaison; Labor Relations, EEO & AA Officer, 101 West Jefferson Street MC 3-970 Springfield, IL 62702, 217-524-5252, Lydia.S.Mills@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0	Officials and Managers
2	Professionals
0	Technicians
0	Protective Service Workers
1	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

16	Officials and Managers
66	Professionals
14	Technicians
0	Protective Service Workers
22	Para-Professionals
15	Office and Clerical
0	Skilled Craft Workers
2	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

135

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
1 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

Lottery's hiring, interviewing & recruitment efforts are done by the Administrative & Regulatory Shared Services Center. The A&R Shared Services Staff is Rutan certified and mandated to follow all applicable State of Illinois Personel Rules & Regulations.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

16

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

The A&R Shared Services Recruitment and Selection Staff follow prescribed recritment and hiring procedures that are outlined in the State of Illinois Interview and Selection Criteria and Technical Manual. One Professional and One Para Professional both were hired externally.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

N/A

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

1

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

13

What titles were filled?

Lottery Sales Rep.

How many of those were Asian American?

2

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

2.2

How many employees were promoted during FY 14?

0

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

Illinois Lottery relies on A&R Shared Services staff to follow the statute as it relates to the hiring process. In addition, Lottery's EEO Office review and signs off on all hiring and promotional monitors.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

Once again this process would be handled by A&R shared Services.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

40

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

23

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

N/A

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

Central Management Services sponsors career enhancement and self development class to employees at no cost. It also sponsors training programs in a variety of subjects and administers the Upward Mobility Program.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

2

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

Lottery needs to hire 1 Asian and 1 African American.

2015 State Asian American Employment Plan Survey

Agency: Medical District Commission

Director/Secretary: Warren Ribley

Submitted: 12/16/2014 3:15:00 PM

Certification: I Agree

Individual Information: Kesner Bienvenu, Chief Legal Counsel, 2100 W. Harrison Street, Chicago IL 60612, 312-738-5800, kbienvenu@medicaldistrict.org

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

0

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

NA

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

9

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

NA

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

NA

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

NA

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: NA

Title: NA

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

NA

Number of Human Resources staff in your agency?

1

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

5

What titles were filled?

Chief of Staff Urban Planner/Sustainability Coordinator Executive Assistant Program Manager Senior Accountant

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

0

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

NA

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

NA

How many interns or student workers did you employ during FY 14? (Do not include trainees)

1

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

0

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

1

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

NA

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

NA

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

NA

2015 State Asian American Employment Plan Survey

Agency: Military Affairs

Director/Secretary: Major General Daniel M. Kru

Submitted: 12/15/2014 1:21:00 PM

Certification: I Agree

Individual Information: Ruth Moenck, Human Resources Rep, 1301 N. MacArthur Blvd, Springfield, IL 62702, 217-761-3633, ruth.a.moenck.nfg@mail.mil

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0	Officials and Managers
1	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

6	Officials and Managers
49	Professionals
11	Technicians
37	Protective Service Workers
3	Para-Professionals
5	Office and Clerical
9	Skilled Craft Workers
93	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

213

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

Military Affairs is not underutilized by Asian persons, however the Agency still makes sure that all minorities, including Asian persons, are afforded the opportunity to interview, provided they meet all qualifications and are reachable.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

6

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

The Agency has no budget allocations for Asian American Employment Programs and/or dedicated recruiters, so we rely on CMS to successfully recruite minorities and females. The Agency plans on discussing issue with CMS Diversity Enrichment Program Director.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

The Department of Military Affairs does not have public clients. The Agency has one organizational client - the IL National Guard (ILNG). The ILNG meets its own bilingual requirements by/through US Federal Government resources and employees.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

6

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

18

What titles were filled?

Admin Asst I, Building/Grounds Laborer; Building/Grounds Maintenance Worker, Engineering Tech II, Executive Secretary III, Military Cooperative Agreement Spec, Military Environmental Specialist, Military Facilities Officer II, Military Maintenance Engineer, Private Secretary II, Public Service Admin, Sr. Public Service Admin

---

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

-1

How many employees were promoted during FY 14?

1

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

EEO Office completes the appropriate Hiring or Promtion Monitor form which is forwarded to interviewing/selecting official(s) prior to conducting interviews. Completed AA Monitor form is reviewed to ensure thorough and accurate completion, and is then signed by the EEO/AA Officer and by the Director prior to any offer of employment.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

After reviewing AA Monitor form, "blind" list is reviewed first for applicants that may address the Agency's underutilization. If there are, some or all (depengind on total number) of underutilized applicants will be requested for interview in addition to the random selection of a reasonable representation of all other applicants.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

10

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

14

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

25

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

1

List position titles.

Admin Assistant I; Building/Grounds Laborer; Building/Grounds Maint Worker; Building/Grounds Supervisor; Military Cooperative Agreement Spec; Military Crash, Fire, Rescue I; Military Crash, Fire, Rescue II; Military Maintenance Engineer; Military Security Police I; Office Coordinator; Public Service Administrator

---

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

Asian employees are afforded the opportunity to participate in the Upward Mobility Program through the State of IL.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

3

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

No recommendations to date.

2015 State Asian American Employment Plan Survey

Agency: Natural Resources

Director/Secretary: MARC MILLER

Submitted: 12/10/2014 4:19:00 PM

Certification: I Agree

Individual Information: GLORIA WILLIAMS, EEO/AA OFFICER, ONE NATURAL RESOURCES WAY SPRINGFIELD IL 62702, 217-782-2662, GLORIA.WILLIAMS@ILLINOIS.GOV

As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

4	Officials and Managers
5	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
1	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

277	Officials and Managers
527.5	Professionals
68	Technicians
164	Protective Service Workers
88	Para-Professionals
77.5	Office and Clerical
11	Skilled Craft Workers
266.5	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

1,244.5

As of June 30, 2014, provide the underutilization for Asian Americans by category:

1	Officials and Managers
5	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
6	Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The Recruitment staff is organizational within the EEO office. On a weekly basis, with some exceptions, EEO staff has met with the agency head and other administrators to discuss recruitment strategies to address minority hiring. The EEO staff frequently works with the Department of Central Managment Services Diversity Enrichment Program in colloboration for the purpose of recruiting Asian Americans. Our goal is to increase the number of Asian American employees who are certified to conduct Rutan Interviews.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

9

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

1. The EEO/AA Officer disseminates the agency job postings to various outreach networks via e-mail, including the Korean American Community Center, Korean American Community Services, South Asian Policy & Research, Asian Human Services, The Governor's Senior Policy Advisory & Director of Asian American Outreach, Minority/Female Advocacy groups, The Urban League, Minority VFW/American Legion posts, The General Assembly, IL Dept of Employment Security, State EEO/AA Officers, State employees, Institutions of Higher Learning and to parties who have designated their interest in receiving agency job postings. 2. The EEO/AA Officer reviews monthly the agency's Underutilization Summary Report to identify underutilized EEOC categories by Regions. 3. The Recruitment Officer attends various career fairs and facilitates employment workshops to proactively populate the eligibility list for commonly filled DNR positions.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

Disseminate the agency job postings to various outreach networks; attendance at various career fairs and facilitate at employment workshops to proactively populated the eligibility list for commonly filled DNR positions; work with agency HR Division and provide statistics regarding the underutilization of Asian Americans in the DHR regions and the importance of achieving parity in those areas; meetings with Agency Head, Human Resources, and Agency Executive Staff to discuss recruitment needs and strategies pertaining to Asian Americans and the State Asian American Employment Plan Act (096-0856).

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: Jason Brewer

Title: Recruitment Officer

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

The Recruitment staff is organizational within the EEO office. On a weekly basis, with some exceptions, EEO staff has met with the agency heads and other administrators to discuss recruitment strategies to address minority hiring. EEO staff frequently works with the Department of Centeral Managment Services Diversity Enrichment Program in collaboration for the purpose of recruiting minorities. The Recruitment Officer participates in numerous career fairs and informational meetings where Asian Americans are the targeted audience, these events have been in collaboration with the Governor's Director of Asian American Outreach and other State agencies. Our goal is to increase the number of Asian American employees who are certified to conduct Rutan Interviews.

Number of Human Resources staff in your agency?

11

How many of those Human Resources staff are minorities?

1

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

271

What titles were filled?

Officials/Administrators Professionals Technicians Protective Service Para-Professionals Office Clerical Service-Maintenance

---

How many of those were Asian American?

2

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

5

How many employees were promoted during FY 14?

91

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

The EEO/AA Officer works with the agency Human Resources Division and provides statistics regarding the underutilization of minorities in the EEOC categories by DHR regions and the importance of achieving parity in those areas; provides input and status on the State Asian American Employment Plan Act (PA 097-0856) to Human Resources; periodically reviews the CMS blind list and/or informs HR staff of the underutilization of minorities in the EEOC categories when the agency has the opportunity to hire from the Open Competitive list and periodically reviews the interview packets when minority/female applicants where not the highest ranked candidate for hire.

If random selection of candidates was part of the open competitive interview invitation process describe your agency's method of random selection.

•HR Calls for Eligibility List •There are no names on this list. Each candidate on the list is identified by a number, e.g. 1,2,3,4. •HR designates the total number of candidates it wishes to interview. For the sake of this example, we will call them interviewees. •HR has a database it uses as a lottery •HR enters the total number of candidates from the eligibility list and the desired number of interviewees into the database. •The database randomly selects the interviewees. For example, if the total number of candidates on the eligibility list equaled 300 and HR wanted to interview 10, the database would randomly choose 10 numbers between 1 and 300. For example, 5,10,15,20,25,30,35,40,45,50. •HR would send that list of numbers to CMS and ask for the list of names corresponding to the selected numbers on the list. CMS would then send HR the names corresponding to the 10 numbers submitted. All 10 individuals on that list must be invited to interview

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How many interns or student workers did you employ during FY 14? (Do not include trainees)

37

How many Asian American interns or student workers did you employ during FY 14?

2

How many veterans were hired during FY14?

62

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

493

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

64

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

N/A

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

The agency encourages all employees to participate in the Technical Computer Training Program and the Upward Mobility/Tuition Reimbursement Programs. The agency encourages and approves attendance and active participation in training programs specifically designed for Asian American employees, such as the annual training conferences provided by the IL Association of Minorities in Governmnent (IAMG). The agency provides registration and travel for employees who desire to attend.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

27

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

1

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

DHR recommends that we continue our efforts to recruit Asian Americans.

2015 State Asian American Employment Plan Survey

Agency: Pollution Control Board

Director/Secretary: Deanna Glosser

Submitted: 12/8/2014 3:00:00 PM

Certification: I Agree

Individual Information: Kathy Griffin, Chief Fiscal Officer, 1021 N. Grand Ave., East Springfield, IL 62794-9274, 217-524-8512, Kathy.Griffin@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

1	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

15	Officials and Managers
5	Professionals
0	Technicians
0	Protective Service Workers
4	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

24

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The Board currently has no underutilization in the Asian American category. When a vacancy occurs, the Board seeks qualified candidates through job postings, applications, and resumes.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

6

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

1

List their position titles.

Environmental Scientist II

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

The Board seeks qualified candidates through job postings, applications, and resumes. Resources from IDHR are also utilized.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

The Board seeks qualified candidates through job postings, applications and resumes. Resources from IDHR are also utilized.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

1

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

1

What titles were filled?

Private Secretary I

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

0

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

Vacancies are posted on the Work4Illinois website. Applications are accepted during that process. Vacancies are also shared with other IDHR liaisons.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

N/A

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

0

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

1

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

N/A

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

Due to the size of the Board, there are not any promotional programs other than Upward Mobility for staff.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

No recommendations were received.

2015 State Asian American Employment Plan Survey

Agency: Prisoner Review Board

Director/Secretary: Adam Monreal

Submitted: 12/4/2014 10:14:00 AM

Certification: I Agree

Individual Information: Nikki Damhoff, Chief Administrative Officer, 319 E. Madison, Suite A, Springfield, IL 62701, 217-782-7273, Nichole.Damhoff@Illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

3 Officials and Managers
3 Professionals
0 Technicians
0 Protective Service Workers
7 Para-Professionals
4 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

17

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

continued education, CMS training and personnel meetings

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

3

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

Chief Legal Counsel Chief of Operations Chief Administrative Officer

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List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

n/a

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

n/a

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: n/a

Title: n/a

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

n/a

Number of Human Resources staff in your agency?

1

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

0

What titles were filled?

n/a

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

0

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

oversees and participates in the interview process

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

n/a

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

0

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

n/a

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

upward mobility

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

none

2015 State Asian American Employment Plan Survey

Agency: Property Tax Appeal Board

Director/Secretary: Louis Apostol

Submitted: 12/15/2014 1:15:00 PM

Certification: I Agree

Individual Information: Becky Hesse, Fiscal Officer, 402 Stratton Office Building, Springfield, IL, 217-557-0122, becky.hesse@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

5 Officials and Managers
15 Professionals
0 Technicians
0 Protective Service Workers
7 Para-Professionals
4 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

31

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

Administrative staff were provided access to the Affirmative Action Plan. Only one vacancy was approved to fill in FY14.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

4

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

N/A

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

N/A

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

0

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

1

What titles were filled?

Office Associate

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

3

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

The Property Tax Appeal Board is too small to calculate underutilization.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

N/A

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

1

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

N/A

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

N/A

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

1

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

N/A

2015 State Asian American Employment Plan Survey

Agency: Public Health

Director/Secretary: LaMar Hasbrouk, MD, MPH

Submitted: 12/15/2014 3:56:00 PM

Certification: I Agree

Individual Information: Robin Tucker-Smith, EEO/AA Office & ADA Coordinator, 69 W. Washington Street, Suite 3500, Chicago, IL 60602, (312) 814-1041, robin.tucker@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

24	Officials and Managers
18	Professionals
1	Technicians
0	Protective Service Workers
0	Para-Professionals
1	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

322	Officials and Managers
634	Professionals
40	Technicians
0	Protective Service Workers
52	Para-Professionals
88	Office and Clerical
0	Skilled Craft Workers
7	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

1,143

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0	Officials and Managers
3	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The EEO Officer, Office of Human Resources, Community Health Manager and Center for Minority Health provide information to our Senior Staf regarding mandates. Senior Staff is responsible for disseminating compliance documentation their staff. Additionally, the EEO Officer approves all hires and promotion monitor forms prior to the hiring decision.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

35

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

IPDH has participated in job and community Health fairs, posted job opportunities with the CMS Diversity Enrichment Office and participated in Conferences. We recruited at the college/university level to provide students with internship opportunities. Our agency has also met with groups to collaborate on public health issues providing education and awareness on areas of interest to the Asian Community. IDPH's liaison to the Asian American Employment Plan Council participates in meetings with the Council to determine additional outreach opportunities for the agency.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

IDPH continued to participate in community job and health fairs; post job opportunities with the CMS Diversity Enrichment Office and participate in conferences. We expanded our partnership with universities/colleges to encourage and increase interest in public health careers amongst minorities.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

IDPH has a Liaison to the Asian American Employment Plan Council who participates in meetings. Recruitment is handled by the EEO/AA Officer and other support staff who participate in community job and health fairs.

Number of Human Resources staff in your agency?

10

How many of those Human Resources staff are minorities?

1

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

145

What titles were filled?

Accountant Accountant Supervisor Administrative Assistant I Executive Secretary III Executive I Executive II Health Facilities Surveillance Nurse Human Resources Specialist Methods and Procedures Advisor II Methods and Procedures Career Associate I Methods and Procedures Career Associate II Office Administrator III Office Associate Office Coordinator Office Specialist Paralegal Assistant Public Health Program Specialist II Public Service Administrator Senior Public Service Administrator Student Intern Switchboard Operator I

How many of those were Asian American?

8

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

d the same

How many employees were promoted during FY 14?

38

How many Asian Americans were promoted?

1

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

Where underutilization exists, candidates within the deficient EEO race category are selected to interview.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

The random selection of candidates from the open competitive list is based on the total # of

applicants on the list and the number of positions being filled with the goal of yielding 10-15 candidates per position; when underutilization exists all relevant candidates are included. IDPH also utilizes CMS Credential Verification codes to assess the candidate's educational level and experience.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

56

How many Asian American interns or student workers did you employ during FY 14?

5

How many veterans were hired during FY14?

18

How many veterans were Asian?

2

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

12

For FY 14, how many Rutan interviews were conducted?

140

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

18

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

75

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

1

List position titles.

Executive 2

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

Employees have training available via the ITRAIN system as well as the opportunity to request to attend job related training programs provided by other agencies. Union employees may also sign up to be part of the Upward Mobility Program.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

18

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

No.

2015 State Asian American Employment Plan Survey

Agency: Racing Board

Director/Secretary: Marc Laino

Submitted: 12/15/2014 12:24:00 PM

Certification: I Agree

Individual Information: Katherine Laurent, General Counsel, 100 W. Randolph St., Suite 5-700, Chicago, IL 60601, 312-814-5074, kathy.laurent@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

8	Officials and Managers
13	Professionals
0	Technicians
0	Protective Service Workers
2	Para-Professionals
10	Office and Clerical
17	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

50

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

Beginning July 1, 2009, the Racing Board works directly with CMS and the A&R Shared Services Center, meeting monthly with Shared Services staff to discuss human resources/personnel and other matters of the Board. Share Services guides the Board in all hiring, interviewing and recruitment matters as described in the CMS State Asian American Employment Plan.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

7

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

There is no specific structure outside of the normal CMS programs and processes geared exclusively toward Asian American employees.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

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

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

1

How many of those Human Resources staff are minorities?

1

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

1

What titles were filled?

Horse Identifier

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

1

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

All activities are coordinated by the A&R Shared Services Center. The EEO Officer submits the EEO/AA quarterly reviews by IDHR to Shared Services and participates in the Hiring and Promotion Monitors.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

N/A

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

1

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

3

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

Board Attorney State Veterinarian Horse Identifier

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you’re agency’s ability to increase the number of Asians in supervisory and management positions.

There is no specific structure outside of the normal CMS programs and processes geared exclusively toward Asian American employees.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

There have not been any recommendations to date.

2015 State Asian American Employment Plan Survey

Agency: Revenue

Director/Secretary: Brian Hamer

Submitted: 12/15/2014 3:10:00 PM

Certification: I Agree

Individual Information: Jim Nichelson, Senior Public Service Administrator - Legal Services, 101 West Jefferson MC 5-500, Springfield, IL 62702, 217-785-8253, jim.nichelson@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

1	Officials and Managers
42	Professionals
7	Technicians
0	Protective Service Workers
2	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
1	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

241	Officials and Managers
917	Professionals
240	Technicians
13	Protective Service Workers
149	Para-Professionals
124	Office and Clerical
9	Skilled Craft Workers
5	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

1,726

As of June 30, 2014, provide the underutilization for Asian Americans by category:

3	Officials and Managers
0	Professionals
2	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

Interview & Selection is handled by the Administrative & Regulatory Shared Services Center. All staff is certified to conduct Rutan interviews and also ensures any non-A&R SSC staff that are participating on the interview panel are also active Rutan Certified interviewers prior to conducting the interviews. Staff is also training on how to review the Open Competitive lists to determine the race of candidates, if the job category and region of the position being filled is underutilized, and ensures those candidates are invited to participate in the Rutan interview.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

22

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

In order to increase minority hiring, IDOR posts all vacancies on the Work4Illinois website, notified the Department of Human Rights and the minority organizations on its distribution list of openings. The Shard Services staff works the eligibility list when applicable and interview minority candidates on the list in the underutilization categories. The Shared Services Center also maintains a FACEBOOK page where people who follow the Shared Services Center can get up-to-date information on our job postings. IDOR Staff also attended many job fairs/employment workshops throughout the year.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

Supervisors in our Taxpayer Assistance Division review logs of incoming calls and walk-ins to determine the number of taxpayers needing assistance to determine if additional bilingual employees are needed.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: John Nelson

Title: TAS Public Service Administrator, Recruitment

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

John has aggressively recruited a diverse applicant pool for several of our openings including but not limited to Chief Internal Auditor (CIA), Financial Control Bureau (FCB) Manager, Assistant Division Managers (ADM), Revenue Auditor Trainee (RAT), and GAAP Accountant. He recruited significantly more Asian Americans but not all applied and some did not identify themselves as Asian Americans. John attended the IHASE conference with the IAASE attending. At the IHASE conference he participated in the IAASE meeting and the associated job fair. He also attended three university job fairs.

Number of Human Resources staff in your agency?

43

How many of those Human Resources staff are minorities?

3

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

314

What titles were filled?

Account Clerk 2, Account Technician 1, Account Technician 2, Accountant, Administrative Assistant 1, Administrative Assistant 2, Chief Internal Auditor, Data Processing Specialist, Data Processing Technician, Drafting Worker, Executive 1, Executive Secretary 1, GAAP Accountant, GAAP Coordinator, Geographic Information Specialist 2, Human Resources Associate, Human Resources Representative, Human Resources Specialist, Information Services Intern, Information Services Specialist 1, Information Systems Analyst 1, Information Systems Analyst 2, Information Services Intern, Internal Security Investigator 2, Office Administrator 4, Office Administrator 5, Office Assistant, Office Associate, Office Coordinator, Private Secretary 2, Public Administration Intern, Public Service Administrator, Revenue Audit Supervisor, Revenue Auditor Trainee, Revenue Auditor 1, Revenue Auditor 3, Revenue Collection Officer 1, Revenue Computer Audit Specialist, Revenue Special Agent Trainee, Revenue Tax Specialist Trainee, Revenue Tax Specialist 1, Revenue Tax Specialist 2, Revenue Tax Specialist 3, Senior Public Service Administrator, Student Intern/Worker, Technical Advisor 1, Technical Advisor 2, Technical Advisor 3

How many of those were Asian American?

17

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

-5

How many employees were promoted during FY 14?

92

How many Asian Americans were promoted?

1

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

Weekly meetings are held with the Chief of Staff, Human Resources staff, and the EEO Officer to review position vacancies and discuss underutilization. In addition, staff is trained on how to review the Open Competitive lists to determine the race of candidates, if the job category and region of the position being filled is underutilized, and ensures those candidates are invited to participate in the Rutan interview.

If random selection of candidates was part of the open competitive interview invitation process describe your agency's method of random selection.

When conducting a random selection of candidates, a pattern is chosen, numbers are circled, and then the names/addresses are requested. The number of names requested depends on how many candidates there are as well as how many positions we are hiring. Examples: pick all even numbers, every third number, the first and last number on each page, etc.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

21

How many Asian American interns or student workers did you employ during FY 14?

2

How many veterans were hired during FY14?

37

How many veterans were Asian?

1

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

2

For FY 14, how many Rutan interviews were conducted?

534

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

255

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

19

List position titles.

GAAP Accountant, Information Systems Analyst 2, Public Service Administrator, Revenue Auditor Trainee, Revenue Auditor 3, Revenue Tax Specialist Trainee, Student Intern/Worker, Technical

Advisor 3,

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

The Department of Revenue shares the goal of the State of Illinois to provide employees in certain classifications with training and promotional opportunities through the Upward Mobility Program. AFSCME identifies and recruits employees for this program. In addition to the Upward Mobility Program, the Department established an internship program (Applied Studies Term) through the University of Illinois at Springfield, allowing participation in training programs through other state agencies. Additionally, the Department has a tuition reimbursement program.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

80

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

6

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

The Department of Revenue has not received any specific recommendations provided by AAEP Advisory Council, CMS or the Auditor General. DHR notifies the Department of any underutilization and monitors the Department's effort to reach/maintain minority hiring goals.

2015 State Asian American Employment Plan Survey

Agency: Sentencing Policy Advisory Council

Director/Secretary: Kathryn Saltmarsh

Submitted: 12/18/2014 2:19:00 PM

Certification: I Agree

Individual Information: Kathryn Saltmarsh, Executive Director, 401 S. Spring, Room 617, Springfield IL 62706, 217-558-4749, kathy.saltmarsh@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

2 Officials and Managers
1 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
1 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

4

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The Executive Director is responsible for all hiring and depends on the HR staff of the Public Safety Shared Services division to insure compliance with all EEEO and Employment plan mandates.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

2

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

None

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

SPAC is a research entity that does not provide any direct services to the public. Therefore there were no employment strategies targeted at servicing the needs of the Asian community.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

0

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

1

What titles were filled?

Research Director (SPSA) - please note that SPAC is exempt from the Personnel Code.

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

0

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

N/A

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

SPAC is exempt from the Personnel Code and used a technical data test to select candidates to interview for the research director position. The job was posted through CMS and on a professional website as well as outreach to universities.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

1

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

0

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

N/A

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

N/A

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

None

2015 State Asian American Employment Plan Survey

Agency: State Fire Marshal

Director/Secretary: Lawrence Matkaitis

Submitted: 12/15/2014 4:26:00 PM

Certification: I Agree

Individual Information: Pam Sargent, Executive II, 1035 Stevenson Drive, Springfield, IL 62703, 217/785-4717, Pam.Sargent@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

26	Officials and Managers
65	Professionals
24	Technicians
15	Protective Service Workers
4	Para-Professionals
4	Office and Clerical
0	Skilled Craft Workers
2	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

147

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

Human Resource functions are handled by the Public Safety Shared Service Center. Executive Staff and EEO Officer are aware of the agency's underutilized categories.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

9

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

Human Resource functions are handled by the Public Shared Service Center. Executive Staff and EEO Officers are aware of the agency's underutilized categories. The agency posts all vacancies on the work4illinois.gov and Employment Security websites, notifies State of Illinois EEO Officers, agency employees, and all Legislators throughout the state of Illinois. Employment opportunities are available on our website with a link to work4illinois.gov.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

The agency continues to use the same hiring and promotional tools listed in our AA Plan. The agency posts all vacancies on the work4illinois.gov and Employment Security websites, notifies state of Illinois EEO Officers, agency employees, and all legislators through the state of Illinois. Employment opportunities are available on our website with a link to work4illinois.gov.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: None

Title: None

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

1

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

16

What titles were filled?

3 - Boiler Safety Specialist 3 - Fire Prevention Inspector 2 -PSA SPSA 2 - Office Associate Tech Advisor 2 - Private Secretary Storage Tank Safety Specialist Fire Certification Specialist

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How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

4

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

Human Resource functions are handled by the Public Shared Service Center. Executive Staff and EEO Officers are aware of the agency's underutilized categories. The agency posts all vacancies on the work4illinois.gov and Employment Security websites, notifies State of Illinois EEO Officers, agency employees, and all Legislators throughout the state of Illinois. Employment opportunities are available on our website with a link to work4illinois.gov.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

N/A

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

15

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

10

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

Storage Tank Specialist Chief Internal Auditor Arson Investigator I Boiler Safety Specialist 2 - Fire Prevention Inspector II 2 - Private Secretary 2 - Office Associate

---

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

Upward Mobility (AFSCME) and Tuition Reimbursement (pending union negotiations) programs are available to employees.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

No recommendations were provided.

2015 State Asian American Employment Plan Survey

Agency: State Police

Director/Secretary: Director Hiram Grau

Submitted: 12/12/2014 4:24:00 PM

Certification: I Agree

Individual Information: Lieutenant Christy White, EEO Officer, 801 S. 7th Street, Suite 100-S, Springfield, IL 62703, 217-782-1282, Christy_White@isp.state.il.us

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

4	Officials and Managers
5	Professionals
5	Technicians
19	Protective Service Workers
0	Para-Professionals
1	Office and Clerical
1	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

160	Officials and Managers
533	Professionals
312	Technicians
1,517	Protective Service Workers
146	Para-Professionals
169	Office and Clerical
9	Skilled Craft Workers
23	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

2,869

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0	Officials and Managers
18	Professionals
5	Technicians
0	Protective Service Workers
0	Para-Professionals
2	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The ISP EEO Office provides underutilization information when filling positions. The EEO Office reviews all hiring and promotion monitors, along with documentation justifying the decision, to ensure compliance. Division of Administration staff and the EEO Officer meet periodically to ensure compliance with CMS rules. The EEO Office provided Hiring and Promotion Monitor completion instructions to all divisions. The ISP incorporated the process within its policy and procedures (PER-009) to ensure the underutilization of minorities is considered. All Field Recruiters receive annual training by the EEO Officer regarding underutilization and diversity as well.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

14

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

Captain, Chief Internal Auditor, Colonel, First Deputy Director, Master Sergeant, Lieutenant, Senior Public Service Administrator

---

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

The ISP Recruitment Unit attended 113 events in 2014 in an effort to recruit minority applicants to code and sworn positions. In addition to events, ISP Recruitment has been utilizing Social Media and updated informational brochures. The Recruitment Unit disseminates new ISP Postings to Outreach Organizations throughout the State at the time of the posting.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

The ISP relies on supervisors in the field to evaluate the need for bilingual positions.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: Boram Kim

Title: Trooper

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

Trooper Boram Kim responds to requests directly from the ISP Director's Office requiring his expertise. These requests range from providing input on policy development, and assisting with inter-agency affairs to representing the Department at recruiting functions or Outreach functions requiring his advice and input.

Number of Human Resources staff in your agency?

3

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

175

What titles were filled?

Accountant, Administrative Assistant II, Building and Grounds Maintenance Worker, Cadet, Executive I, Executive Secretary I, Fingerprint Technician, Firearms Eligibility Analyst I, Guard II, Information Services Specialist I, Information Systems Analyst I, Information Systems Analyst II, Internal Security Investigator I, Office Assistant, Office Associate, Office Coordinator, Public Service Administrator, Crime Information Evaluator, Evidence Technician II, Telecommunicator Trainee, Truck Weighing Inspector

How many of those were Asian American?

1

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

1

How many employees were promoted during FY 14?

160

How many Asian Americans were promoted?

4

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

The ISP Office provides underutilization information when filling positions. The ISP EEO Officer reviews all Hiring and Promotion monitors, along with documentation justifying the selection, to ensure compliance.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

Public Safety Shared Services Center (PSSSC) staff handles the random selection of the open competitive hiring process and provide the names to the designated ISP Personnel Liaisons for each division. PSSSC Staff start at the beginning of the open competitive list and count out every

other one, two, etc., depending on the ideal number of candidates the ISP needs.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

169

How many Asian American interns or student workers did you employ during FY 14?

2

How many veterans were hired during FY14?

48

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

2

For FY 14, how many Rutan interviews were conducted?

81

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

190

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

1

List position titles.

Administrative Assistant I, Administrative Assistant II, Accountant, Accountant Supervisor, Building/Grounds Laborer, Building/Grounds Lead I, Cadet, Captain, Communications Equipment Technician III, Criminal Intelligence Analyst II, Evidence Technician II, Executive I, Executive Secretary I, Executive Secretary II, Forensic Scientist Administrator II, Forensic Scientist I, Forensic Scientist III, Guard II, Information Services Specialist II, Information Systems Analyst I, Information Systems Analyst II, Lieutenant, Master Sergeant, Methods and Procedures Associate Trainee, Office Administrator III, Office Assistant, Office Associate, Office Coordinator, Office Specialist, Photographer, Polygraph Examiner III, Public Service Administrator, Senior Public Service Administrator, Sergeant, Special Agent, Telecommunicator Lead Specialist, Telecommunicator Specialist, Telecommunicator Trainee, Terrorism Research Specialist I, Trooper, Truck Weighing Inspector

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List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

ISP civilian union employees are allowed and encouraged to participate in the Upward Mobility Program, which is a joint venture between the State of Illinois and the American Federation of State County and Municipal Employees Collective Bargaining Unit (AFSCME). ISP employes are

allowed and encouraged to participate in a variety of career enhancement programs offered through the Illinois Training Clearinghouse and Mobile Team Unit (MTU) training conducted by the Illinois Law Enforcement Training and Standards Board (ILETSB). Tuition reimbursement is distributed to ISP employees based on specific union contractual agreements.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

33

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

The Illinois Department of Human Rights recommended the ISP work with the Illinois Central Management Services (CMS) Diversity Coordinator to continue the training program to enhance the ISP's ability to address its affirmative action needs regarding minimum compliance criteria of females, minorities and disabled employees.

2015 State Asian American Employment Plan Survey

Agency: State Police Merit Board

Director/Secretary: Ronald P. Cooley

Submitted: 12/8/2014 2:04:00 PM

Certification: I Agree

Individual Information: Jenny Thornley, CFO & Personnel Director, 531 Sangamon Ave East Springfield, IL 62702, 217-786-6244, jTHORNLEY@ISPMERITBOARD.ORG

As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

3 Officials and Managers
1 Professionals
0 Technicians
0 Protective Service Workers
1 Para-Professionals
2 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

3 Officials and Managers
1 Professionals
0 Technicians
0 Protective Service Workers
1 Para-Professionals
2 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

7

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The Illinois State Police Merit Board utilizes all training material and other resources provided to us by the department of human rights so we can try and reach candidate's of African American, Asians, and Hispanic origin. We strive for diversity and have a hiring system based on merit and experience.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

2

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

PSA & Private Secretary II

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

We utilize contact and training opportunities given to us by the department of human services to reach all goals in the state Asian American Employment plan.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

n/a

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: Ronald P Cooley

Title: Director

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

n/a

Number of Human Resources staff in your agency?

1

How many of those Human Resources staff are minorities?

0

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

3

What titles were filled?

PSA (CFO & HR Director) Private Secretary II Public Admin Intern

---

How many of those were Asian American?

0

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

0

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

Coordinate with the Department of human rights to make sure we have reached out to all hiring categories' so we know we are reaching all minority pools of people who are seeking employment with the ISP Merit Board.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

n/a

How many interns or student workers did you employ during FY 14? (Do not include trainees)

1

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

10

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

1

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

PSA (CFO & Personnel Director)

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you’re agency’s ability to increase the number of Asians in supervisory and management positions.

n/a

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

no

2015 State Asian American Employment Plan Survey

Agency: State Retirement Systems

Director/Secretary: Timothy B. Blair

Submitted: 12/4/2014 10:05:00 AM

Certification: I Agree

Individual Information: Kelley Gray, Human Resource Specialist, State Retirement Systems, 2101 S. Veterans Parkway, Springfield, IL 62704, 217/785-7017, Kelley.Gray@SRS.Illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

1	Officials and Managers
3	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

20	Officials and Managers
52	Professionals
7	Technicians
0	Protective Service Workers
9	Para-Professionals
12	Office and Clerical
1	Skilled Craft Workers
1	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

102

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The Agency completes and posts its annual Affirmative Action/EEO Plan on the agency intranet for viewing and referral to Executive and all other concerned staff. Accordingly, staff actively utilizes the Plan in administering its complete HR and employee assistance functions, and to help guide its annual hiring and employee professional development and training goals..

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

9

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

N/A

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

The agency will continue to utilize the CMS positing system, announce vacancies to agencies/organizations throughout the state to increase the diversity of qualified applicants, for all positions.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

N/A

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

2

How many of those Human Resources staff are minorities?

2

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

19

What titles were filled?

Pension & Death Technician 1 & 2, Office Associate, ISA 1 & 2, Account Technician 2, Accountant, Retirement System Disability Specialist, PSA, Information Systems Intern, Executive II.

How many of those were Asian American?

2

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

3

How many employees were promoted during FY 14?

9

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

The EEO Officer is also the Human Resource Manager who is made aware of the need to use open competitive lists to fill vacancies. When the list is ordered, the Annual Affirmative Plan is used to determing any underutilizations and then candidates are selected based on veteran status, education, gender and race.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

When the list is ordered, the Annual Affirmative Plan is used to determing any underutilizations and then candidates are selected based on veteran status, education, gender and race.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

3

How many Asian American interns or student workers did you employ during FY 14?

1

How many veterans were hired during FY14?

4

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

17

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

19

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

N/A

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

Equal opportunity to participate in career services programs is given to each employee. Employees are encouraged to improve their technical competence by pursuing and successfully completing appropriate courses of study in addition to accomplishing their regular duties. This includes continuing education, leadership training and on-the-job development opportunities. Quality training and education development services are intended to ensure employees continue to grow professionally, provide for a knowledgeable, motivated and productive workforce, improve employee skills, and provide a pool of talented and qualified personnel to fill positions as needed.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

None.

2015 State Asian American Employment Plan Survey

Agency: Tax Tribunal

Director/Secretary: James Conway, Agency Dire

Submitted: 12/15/2014 4:37:00 PM

Certification: I Agree

Individual Information: Kristene M. Callanta, Chief Administrative Officer, 160 N. LaSalle, Suite N-506, Chicago, IL 60601, 312-814-4285, kristene.callanta@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

3 Officials and Managers
1 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
1 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

3

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The Independent Tax Tribunal opened its doors on January 2, 2014. The Agency completed its first annual Affirmative Action/EEO Plan in FY15 which was circulated to its entire staff. Accordingly, staff will use the Plan to ensure it is in compliance with all legislative mandates of the Asian American Employment Plan.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

2

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

1

List their position titles.

Chief Administrative Officer

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

The Tax Tribunal will utilize the CMS posting system to announce vacancies to agencies/organizations throughout the state to increase the diversity of qualified applicants. The Agency also submits Quarterly EEO/AA reports to the Dept. of Human Rights.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

The Independent Tax Tribunal opened its doors on January 2, 2014. The Tribunal has determined there is no need for bilingual staff.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: N/A

Title: N/A

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

N/A

Number of Human Resources staff in your agency?

2

How many of those Human Resources staff are minorities?

1

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

3

What titles were filled?

- Chief Administrative Law Judge - Administrative Law Judge - Chief Administrative Officer

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How many of those were Asian American?

1

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

1

How many employees were promoted during FY 14?

0

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

While there are few opportunities to address underutilization, the Tax Tribunal will utilize the CMS posting system to announce vacancies to agencies/organizations throughout the state to increase the diversity of qualified applicants

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If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

N/A

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

0

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

0

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

0

List position titles.

N/A

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

The Agency will utilize the CMS posting system to announce vacancies to agencies/organizations throughout the state to increase the diversity of qualified applicants

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The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

No recommendations were made.

2015 State Asian American Employment Plan Survey

Agency: Transportation

Director/Secretary: Erica J. Borggren

Submitted: 12/15/2014 3:27:00 PM

Certification: I Agree

Individual Information: Erwin L. Acox, Jr., Chief, Office of Diversity Recruitment and Outreach, 100 W. Randolph Street, Suite 6-600, Chicago, IL 60601, 312-793-3517, erwin.acox@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

28	Officials and Managers
65	Professionals
17	Technicians
0	Protective Service Workers
2	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
6	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

1,094	Officials and Managers
1,443	Professionals
605	Technicians
0	Protective Service Workers
144	Para-Professionals
51	Office and Clerical
37	Skilled Craft Workers
1,774	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

5,385

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0	Officials and Managers
10	Professionals
3	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
23	Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

IDOT provides representation at Asian American Employment Plan Council meetings to ensure the agency is complying with legislative mandates.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

224

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

3

List their position titles.

Civil Engineer VI

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

Outreach programs have been developed to reach the underutilized population to increase the awareness of civil engineering as a career. a)Diversity in Engineering College Scholarship Program b)Engineering Academy for Elementary and High School students c)Chicago Public School District Annual Job Shadow Day, Career Day and Summer Internship Program. The Office of Diversity Recruitment and Outreach attends college engineering and community career fairs as staffing permits In partnership with College of Lake County and Joliet Junior College launched a revised Engineer Technician training program. The revised program was developed with the assistance of IDOT engineers. This semester-long classroom and experiential educational opportunity is to help increase the qualified applicant pool for IDOT entry level Engineer Technicians. Created and launched a Minority Outreach website showing current diversity programs and providing opportunities to join the IDOT Professional and Academic Network Alliance. The network provides updates of position postings, career fairs, and outreach efforts to a statewide database of interested individuals, community organizations, and elected officials. Individuals from multiple regions (statewide) represent business owners, NAACP, ministers, and other catalysts to reach underutilized populations with employment and training opportunities. Work with CMS to offer Informational sessions routinely at local community colleges to provide necessary information on application procedures for IDOT positions. Outreach

efforts, committees, and projects with Illinois Department of Employment Security (IDES), Illinois Department of Veterans' Affairs (IDVA), Illinois Toll Authority, Secretary of State (SOS), Central Management Services (CMS) and the Illinois Department of Commerce and Economic Opportunity (DCEO).

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

IDOT Office of Diversity Recruitment and Outreach continues to work with the Asian American liaison from the Office of the Governor to develop strategies.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: NA

Title: NA

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

NA

Number of Human Resources staff in your agency?

138

How many of those Human Resources staff are minorities?

32

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

800

What titles were filled?

Account Tech II Accountant Accountant Advanced Admin Assistant I Admin Assistant II Aircraft Pilot I Aircraft Pilot II Automotive Mechanic Automotive Shop Supv Bridge Tender Civil Engineer I Civil Engineer II Civil Engineer III Civil Engineer IV Civil Engineer IX Civil Engineer Trainee Civil Engineer V Civil Engineer VI Civil Engineer VII Electrical Engineer III Engineering Tech I Engineering Tech II Engineering Tech III Engineering Tech IV Engineering Tech V Executive Secretary I Executive Secretary II Executive Secretary III Ferry Operator II Flight Safety Coord Highway Maintainer Human Resources Associate Hwy Const Supv II Hwy Maint Lead/Lead Wkr Internal Auditor Trainee Land Surveyor II Land Surveyor III Land Surveyor IV Management Tech II Management Tech III Office Administrator IV Office Assistant Office Associate Office Coordinator Office Specialist Operations Supervisor I Operations Supervisor II Photogrammetrist IV Public Service Administrator Realty Specialist II Realty Specialist V Safety Responsibility Analyst Storekeeper II Technical Advisor III Technical Advisor IV Technical Advisor V Technical Manager I Technical Manager II Technical Manager III Technical Manager IV Technical Manager IX Technical Manager V Technical Manager VI Technical Manager VII Technical Manager VIII Technical Manager X

How many of those were Asian American?

26

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

-2

How many employees were promoted during FY 14?

348

How many Asian Americans were promoted?

20

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

During the hiring process, the EEO Officer, who also completes the annual Affirmative Action Plan, reviews all hiring and promotion monitors to ensure that the hiring process is being conducted in a fair and equitable manner, and is working toward remedying areas of underutilization.

If random selection of candidates was part of the open competitive interview invitation process describe your agency's method of random selection.

A blind listing of eligibles is requested from CMS with no candidate names provided. To ensure a manageable number of interviews from this listing, the Bureau Chief may decide to select every other eligible candidate or every fifth or tenth candidate on the list depending on the number of candidates provided. A new eligible list is then requested from CMS with the requested selection criteria and candidate names are then provided to DOT. Those candidates are all chosen for the open competitive interview process for that position.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

152

How many veterans were Asian?

2

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

28

For FY 14, how many Rutan interviews were conducted?

324

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

8

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

267

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

7

List position titles.

Civil Engineer Trainee Civil Engineer III Civil Engineer IV Civil Engineer V Engineering Tech I Office Coordinator Technical Manager II Technical Manager III

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

IDOT provides equal opportunity for each employee to participate in career services programs. A. Training and Education Development Employees are encouraged to improve their technical competence by pursuing and successfully completing appropriate courses of study in addition to accomplishing their regular duties. Training and education development includes continuing education, leadership training and on-the-job development opportunities. Tuition Reimbursement Program. Quality training and education development services are intended to: • ensure employees continue to grow professionally, • provide for a knowledgeable, motivated and productive workforce, • improve employee skills, and • provide a pool of talented and qualified personnel to fill positions as needed. Details regarding the following training and education development programs can be obtained from the Bureau of Personnel Management: • Accelerated Leadership Proficiency Series (ALPS) • Executive Leadership Development Series (ELDS) • Growth and Training Education (GATE) • Professional Advancement of Career Engineers (PACE) • Special Training on Request (STOR) • Supervisor Training and Readiness Series (STARS) As training programs are developmental in nature, an employee's current job assignment and duties should be a primary consideration in granting approval. Unless otherwise noted in the annual department-wide training plan, supervisors are responsible for determining whether employee requested training is mandatory or voluntary.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

36

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

No

2015 State Asian American Employment Plan Survey

Agency: Veterans Affairs

Director/Secretary: Rodrigo Garcia, Acting Direc

Submitted: 12/19/2014 4:01:00 PM

Certification: I Agree

Individual Information: Ruby Taylor, Interim Equal Employment Opportunity Officer, 833 South Spring Street, Springfield, Illinois 62794, 217-557-5667, Ruby.Taylor2@illinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

1	Officials and Managers
8	Professionals
2	Technicians
0	Protective Service Workers
6	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

66	Officials and Managers
343	Professionals
227	Technicians
20	Protective Service Workers
526	Para-Professionals
53	Office and Clerical
26	Skilled Craft Workers
210	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

1,375

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
0 Professionals
2 Technicians
0 Protective Service Workers
0 Para-Professionals
0 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

The Veterans' Affairs administrative staff responsible for the recruitment and selection process are all certified Rutan interviewers who are trained and mandated to follow all applicable State of Illinois Ethics and Personnel Code Rules and Regulations. These individuals keep their knowledge current by participating in CMS conducted personnel meetings, agency training/ staff meetings and other training programs. In addition, there are multiple people involved in each interview and hiring initiative which provides a check and balance and an extra level of oversite.

As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

10

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

Not Applicable

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

The Ilinois Department of Veterans' Affairs has undertaken the following activities to increase the number of Asian American employees: * appointed a liaison to serve on the Asian American Employment Plan Advisory Council, * notify relevant sources and council members of vacancies for referral of qualified applicants, * sought out and attended various recruitment events, * participated in targeted discussions regarding ways to identify and recruit qualified candidates, * expanded its Field Services program to include employment recruitment, *staff phone lines with outreach coordinators who can assist with hiring information, * review CMS Elibibility List (when applicable) and invite minority candidates to interview.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

The Illinois Department of Veterans' Affairs utilizes feedback from the Field Staff, Veterans Service Officers and Outreach Coordinators to determine the staffing need for bilingual employees. The Department has not been notified of instances where language barriers

hampered the services provided.

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: Miguel Calderon

Title: Human Resources Manager

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

The Department's Liaison particpates in the Asian American Employment Plan Advisory Council Meetings and takes an active role in assiting the AAEPAC with events, workshops and policy information. The Liaison and or his designee also attends recruitment and other employment events as time permits.

Number of Human Resources staff in your agency?

20

How many of those Human Resources staff are minorities?

3

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

221

What titles were filled?

The Illinois Department of Veterans' Affairs employs approximately 1331 employees staffing five Veetrans Homes that operate on a 24/7 basis. Therefore, IDVA recruits and hires the following positions most frequently due to turnover and need. * Certified Nursing Assistants *Support Service Workers * Registered Nurses

How many of those were Asian American?

1

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

2

How many employees were promoted during FY 14?

36

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

The EEO Officer participates in the open competitive hiring process by assisting the Human Resources Staff in notifying social, religion and community organizations of vacancies and by reviewing the Eligibility List, Hiring and Promotion Monitors to ensure that qualified minority applicants are invited to interview.

If random selection of candidates was part of the open competitive interview invitation process describe your agency's method of random selection.

The Recruitment and Selection Staff reviews the Underutilization Report and the Eligibility List to determine the underutilization in the area. If there is underutilization, the minority candiates on the list are invited to interview.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

40

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

0

For FY 14, how many Rutan interviews were conducted?

999

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

0

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

153

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

1

List position titles.

Unknown

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

In accordance with Section 303.390 of the CMS Personnel Rules, IDVA employees maybe eligible to participate in the tuition reimbursement program to further their career and professional developments. In addition, AFSCME-represented employees and in some cases non-represented employees may be eligible to recieve career advancement services through the Upward Mobility Program. IDVA may also allow its' employees to particpate in the State of Illinois sponosred training programs.

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

102

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

The Department of Veterans' Affairs has not received any specific recommendations from the Asian American Employment Advisory Council, Central Management Services or the Auditor General. The Department of Human Rights has notified IDVA that it did not meet its affirmative action plan goals and would be required to establish a training program in cooperation with the Department of Central Management Services.

2015 State Asian American Employment Plan Survey

Agency: Workers Compensation Commission Director/Secretary: Ronald Rascia

Submitted: 12/17/2014 10:30:00 AM Certification: I Agree

Individual Information: Alma Maxey, PSA, 100 W. Randolph Chicago, IL, 312 814-6632, alma.maxey@illlinois.gov

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As of June 30, 2014, provide the number of Asian Americans employed within each of the following EEOC categories:

3	Officials and Managers
1	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of employees in Asian language-speaking option positions who receive bilingual pay employed within each of the following categories:

0	Officials and Managers
0	Professionals
0	Technicians
0	Protective Service Workers
0	Para-Professionals
0	Office and Clerical
0	Skilled Craft Workers
0	Service-Maintenance

As of June 30, 2014, provide the number of funded positions within each of the following EEOC categories:

27	Officials and Managers
71	Professionals
1	Technicians
0	Protective Service Workers
4	Para-Professionals
50	Office and Clerical
0	Skilled Craft Workers
2	Service-Maintenance

As of June 30, 2014, provide total number of agency employees on board; include full-time, part-time and LOA's:

155

As of June 30, 2014, provide the underutilization for Asian Americans by category:

0 Officials and Managers
3 Professionals
0 Technicians
0 Protective Service Workers
0 Para-Professionals
1 Office and Clerical
0 Skilled Craft Workers
0 Service-Maintenance

What steps has your agency undertaken to ensure that all administrative staff responsible for hiring, interviewing, recruitment and EEO are complying with all legislative mandates of the Asian American Employment Plan? (For example, training for recruitment staff, training materials, dates of trainings/meetings. If no training or other activities were conducted/materials provided please explain why.)

IWCC has not practiced recruiting due to budgeting constraints

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As of June 30, 2014 how many senior staff (PSA and SPSA for example) report to the Agency Director(s)/Secretary?

8

As of June 30, 2014 how many senior staff reporting to the Agency Director (s)/Secretary were Asians?

0

List their position titles.

n/a

List all agency activities undertaken in implementing the State Asian American Employment Plan to increase the number of Asian American employees including recruitment/employment plans to fill positions internally and externally.

IWCC always send referrals to all Asians on the OC List, with Asians as the priority.

List employment strategies used in FY 14 to increase the number of available bilingual/Asian American employees to service the needs of your Asian language-speaking public.

None

Does your agency have a designated Asian American liaison who works with the Asian American community to recruit staff and promote agency services?

Name: n/a

Title: n/a

If you have a liaison list activities of the liaison has performed in relation to recruitment, staffing recommendations, agency policy making and interaction with the Asian community.

n/a

Number of Human Resources staff in your agency?

2

How many of those Human Resources staff are minorities?

1

How many employees were hired during FY 14? Include new “off the street” hires from the Open competitive list of eligibles and inter and intra agency transfers of current state employees, promotions, voluntary reductions, lateral moves.

20

What titles were filled?

SPSA PSA ARBITRATOR PRIV. SEC. TECH. ADV, OFF. COOR OFF. CLERK ADV. ACCT. WCCI INVESTIGAROR

How many of those were Asian American?

2

What was the net gain of Asian American employees from prior Fiscal Year (+/)?

0

How many employees were promoted during FY 14?

3

How many Asian Americans were promoted?

0

What activities does the EEO Officer conduct/participate in during the open competitive hiring process to ensure that areas of underutilization for minority categories are being addressed?

ADVISE SENIOR STAFF TARGET ASIANS ON OT LIST. UTILIZE THE OT LIST.

If random selection of candidates was part of the open competitive interview invitation process describe your agency’s method of random selection.

TARGET ASIANS AND VET & NON-VET OC LIST FOR INTERVIEWS, DUE TO IWCC UNDERUTILIZATION OF PROFESSIONAL & OFFICE CLERICAL CATEGORIES.

How many interns or student workers did you employ during FY 14? (Do not include trainees)

0

How many Asian American interns or student workers did you employ during FY 14?

0

How many veterans were hired during FY14?

5

How many veterans were Asian?

0

As of June 30, 2014 how many Rutan certified interviewers in your agency were Asian?

2

For FY 14, how many Rutan interviews were conducted?

6

For FY 14, in how many Rutan panel interviews did Asian American interviewers participate?

2

Provide the overall number of employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

24

Provide the overall number of Asian American employees that vacated your agency due to retirement, layoff, termination and transfer during FY 14:

2

List position titles.

TECH. ADV. SPSA

List promotional programs that provide Asian employees with career ladder enhancement, self-development training or otherwise enhance you're agency's ability to increase the number of Asians in supervisory and management positions.

NONE

The number of employees who received tuition reimbursement and/or enrolled in the Upward Mobility Program.

1

The number of Asians receiving tuition reimbursement and/or enrolled in the Upward Mobility Program.

0

Were recommendations made to your agency by the Asian American Employment Advisory Council, DHR, CMS or the Auditor and were any implemented by the agency?

NO

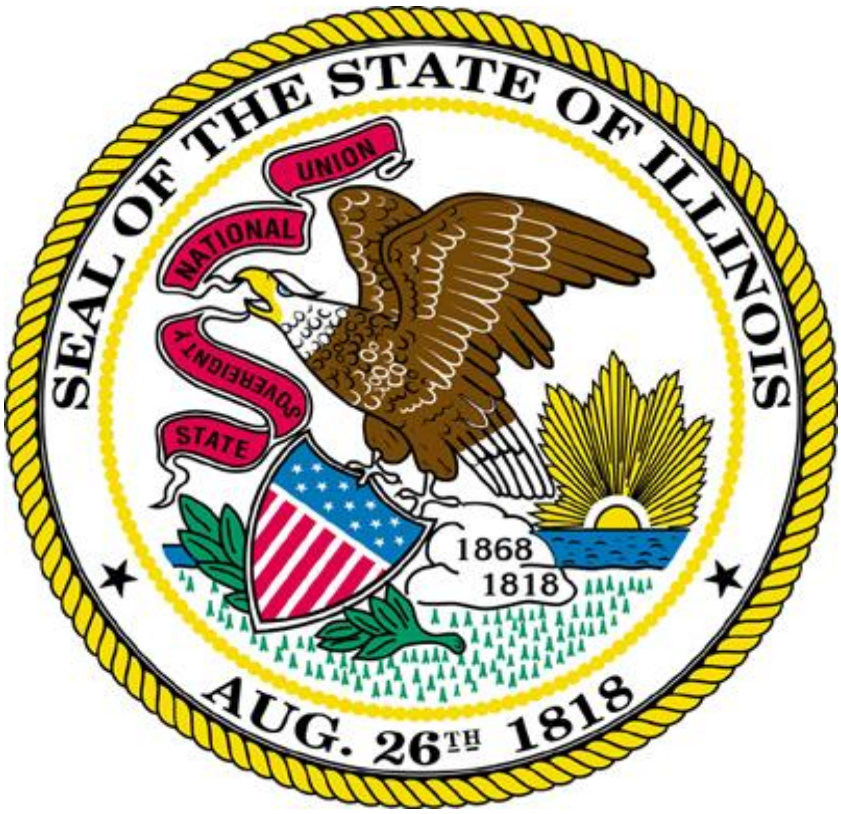
Appendix 4

Bilingual Needs/Bilingual Pay Survey Results

* All agencies required to complete the survey did so. Some agencies that do not have positions covered by the Personnel Code requested to participate in the survey but are not required to. Those agencies are: Executive Ethics Commission, Office of the Executive Inspector General, and the Sentencing Advisory Council.

THE BILINGUAL NEEDS AND BILINGUAL PAY SURVEY REPORT FOR FISCAL YEAR 2013

July 1, 2013 – June 30, 2014



In accordance with Personnel Code, the Director of the Department of Central Management Services submits this report to the members of the Illinois General Assembly
December 31, 2014

Simone McNeil
ACTING DIRECTOR

CMS ILLINOIS
DEPARTMENT OF CENTRAL
MANAGEMENT SERVICES

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name Agencies that reported no bilingual staff for FY14 are shaded in grey.	Number of instances for which bilingual skills were required **	TIME COMMITMENT				How much of the assistance was in-depth?	Did agency use Master Contract? ***
		0 - 15 Min	16 - 60 Min	61 Min - 1/2 day	1/2 day or more		
Aging	1,706	10%	90%	0%	0%	75%	Yes
Agriculture	50	50%	25%	25%	0%	0%	Yes
Arts Council	10	100%	0%	0%	0%	2%	No
Capital Development Board	0	100%	0%	0%	0%	0%	No
Central Management Services	2,738	53%	34%	10%	3%	35%	Yes
Children and Family Services	2,474	0%	80%	20%	0%	10%	Yes
Civil Service Commission	0	100%	0%	0%	0%	0%	No
Commerce and Economic Opportunity	950	41%	33%	9%	17%	49%	No
Corrections	3,390	70%	20%	5%	5%	45%	Yes
Criminal Justice Information Authority	0	100%	0%	0%	0%	0%	No
Deaf and Hard of Hearing Commission	0	0%	0%	0%	100%	100%	No
Developmental Disabilities Council	2	50%	0%	0%	50%	0%	Yes
Emergency Management Agency	0	100%	0%	0%	0%	0%	No
Employment Security	8,540	60%	38%	2%	0%	0%	Yes
Environmental Protection Agency	10	90%	10%	0%	0%	10%	No
Executive Ethics Commission *	0	100%	0%	0%	0%	0%	No
Financial and Professional Regulation	1,700	65%	30%	4%	1%	30%	Yes
Gaming Board	81	53%	46%	0%	1%	11%	Yes
Guardianship and Advocacy Commission	265	25%	40%	30%	5%	15%	Yes
Healthcare and Family Services	68,844	50%	34%	11%	5%	47%	Yes
Historic Preservation	0	100%	0%	0%	0%	0%	No
Human Rights Commission	1	90%	10%	0%	0%	1%	No
Human Rights Department	1,574	38%	34%	12%	16%	38%	Yes
Human Services	287,469	51%	14%	21%	14%	43%	Yes
Illinois Commerce Commission	497	50%	50%	0%	0%	100%	No
Insurance	938	59%	32%	9%	0%	34%	No
Investment Board	0	100%	0%	0%	0%	0%	No
Juvenile Justice	1,136	5%	75%	20%	0%	75%	No
Labor Department	945	35%	35%	25%	5%	15%	No
Labor Relations Board	50	50%	50%	0%	0%	40%	No
Labor Relations Board - Educational	0	100%	0%	0%	0%	0%	No
Law Enforcement Training and Standards Board	0	100%	0%	0%	0%	0%	No
Lottery	1,350	85%	15%	0%	0%	15%	No
Medical District Commission	0	0%	0%	0%	100%	0%	No
Military Affairs	0	100%	0%	0%	0%	0%	No
Natural Resources	254	65%	25%	10%	0%	0%	No
Office of Executive Inspector General *	200	80%	20%	0%	0%	20%	No
Pollution Control Board	0	100%	0%	0%	0%	0%	No
Prisoner Review Board	2	100%	0%	0%	0%	0%	No
Property Tax Appeal Board	1	100%	0%	0%	0%	0%	Yes
Public Health	6,801	95%	4%	1%	0%	4%	Yes
Racing Board	0	95%	5%	0%	0%	0%	No
Revenue	13,673	30%	36%	12%	22%	69%	Yes
Sentencing Policy Advisory Council *	0	100%	0%	0%	0%	0%	No
State Fire Marshal	18	90%	10%	0%	0%	0%	No
State Police	450	100%	0%	0%	0%	0%	No
State Police Merit Board	0	100%	0%	0%	0%	0%	No
State Retirement Systems	0	100%	0%	0%	0%	0%	No

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name Agencies that reported no bilingual staff for FY14 are shaded in grey.	Number of instances for which bilingual skills were required **	TIME COMMITMENT				How much of the assistance was in-depth?	Did agency use Master Contract? ***
		0 - 15 Min	16 - 60 Min	61 Min - 1/2 day	1/2 day or more		
Tax Tribunal	0	100%	0%	0%	0%	0%	No
Transportation	50	95%	5%	0%	0%	0%	No
Veterans Affairs	0	100%	0%	0%	0%	0%	No
Workers Compensation Commission	627	60%	38%	2%	0%	0%	No
Statewide Totals:	**406,796**						**Yes: 16** **No: 36**

* Denotes non-code agencies which requested to particpate in the survey but are not required to.

** An "Instance" is anytime a state employee communicates with a customer using bilingual skills.

*** "Master Contract" refers to a service thru which state employees can contact a bilingual telephone operator to assist with communication.

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name *Agencies that reported no bilingual staff for FY14 are shaded in grey.*	Employees in positions requiring bilingual skills and receiving supplement pay in FY 14	Employees that used bilingual skills in FY14	FREQUENCY OF USE				Employees using bilingual skills but not in positions with bilingual skills requirement or supplement pay?	Employees paid temporary assignment pay for bilingual skills?
			every day	1x a week	1x a month	1x a year		
Aging	9	9	100%	0%	0%	0%	No	No
Agriculture	1	1	100%	0%	0%	0%	No	No
Arts Council	0	0	0%	0%	0%	100%	Yes	No
Capital Development Board	0	0	0%	0%	0%	100%	No	No
Central Management Services	6	6	50%	50%	0%	0%	Yes	No
Children and Family Services	152	152	100%	0%	0%	0%	No	Yes
Civil Service Commission	0	0	0%	0%	0%	100%	No	No
Commerce and Economic Opportunity	7	7	29%	26%	22%	23%	No	No
Corrections	26	14	55%	35%	5%	5%	Yes	Yes
Criminal Justice Information Authority	0	0	0%	0%	0%	100%	No	No
Deaf and Hard of Hearing Commission	7	7	100%	0%	0%	0%	No	No
Developmental Disabilities Council	0	0	0%	0%	0%	100%	No	No
Emergency Management Agency	0	0	0%	0%	0%	100%	No	No
Employment Security	146	146	98%	0%	2%	0%	No	Yes
Environmental Protection Agency	3	3	66%	34%	0%	0%	Yes	No
Executive Ethics Commission	0	0	0%	0%	0%	100%	No	No
Financial and Professional Regulation	15	15	65%	30%	4%	1%	No	No
Gaming Board	0	0	0%	0%	0%	100%	Yes	No
Guardianship and Advocacy Commission	6	6	30%	50%	20%	0%	No	No
Healthcare and Family Services	108	106	76%	18%	5%	1%	No	Yes
Historic Preservation	1	1	0%	100%	0%	0%	No	No
Human Rights Commission	3	3	0%	100%	0%	0%	No	No
Human Rights Department	29	29	14%	66%	20%	0%	No	No
Human Services	1,237	1,237	63%	31%	5%	1%	Yes	Yes
Illinois Commerce Commission	3	3	100%	0%	0%	0%	No	No
Insurance	4	4	25%	50%	0%	25%	No	No
Investment Board	0	0	0%	0%	0%	100%	No	No
Juvenile Justice	6	6	83%	17%	0%	0%	Yes	No
Labor Department	18	18	100%	0%	0%	0%	Yes	No
Labor Relations Board	1	1	5%	40%	55%	0%	No	No
Labor Relations Board - Educational	0	0	0%	0%	0%	100%	No	No
Law Enforcement Training and Standards Board	0	0	0%	0%	0%	100%	No	No
Lottery	2	2	90%	10%	0%	0%	No	No
Medical District Commission	0	0	0%	0%	0%	100%	No	No
Military Affairs	0	0	0%	0%	0%	100%	No	No
Natural Resources	2	2	0%	0%	50%	50%	Yes	No
Office of Executive Inspector General	1	1	0%	100%	0%	0%	Yes	No
Pollution Control Board	0	0	0%	0%	0%	100%	No	No
Prisoner Review Board	1	1	100%	0%	0%	0%	No	No
Property Tax Appeal Board	0	0	0%	0%	0%	100%	No	No
Public Health	23	23	25%	70%	2%	3%	No	No
Racing Board	0	0	0%	0%	0%	100%	Yes	No
Revenue	16	16	40%	15%	30%	15%	No	No
Sentencing Policy Advisory Council	0	0	0%	0%	0%	100%	No	No
State Fire Marshal	2	2	0%	0%	50%	50%	No	No
State Police	1	0	0%	100%	0%	0%	No	No
State Police Merit Board	0	0	100%	0%	0%	0%	No	No
State Retirement Systems	0	0	0%	0%	0%	100%	No	No
Tax Tribunal	0	0	0%	0%	0%	100%	No	No

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name *Agencies that reported no bilingual staff for FY14 are shaded in grey.*	Employees in positions requiring bilingual skills and receiving supplement pay in FY 14	Employees that used bilingual skills in FY14	FREQUENCY OF USE				Employees using bilingual skills but not in positions with bilingual skills requirement or supplement pay?	Employees paid temporary assignment pay for bilingual skills?
			every day	1x a week	1x a month	1x a year		
Transportation	14	11	0%	0%	100%	0%	No	No
Veterans Affairs	1	0	0%	0%	0%	100%	No	No
Workers Compensation Commission	3	3	34%	33%	0%	33%	No	No
	1,854	**1,835**					**Yes: 11** **No: 41**	**Yes: 5** **No: 47**

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name *Agencies that reported no bilingual staff for FY14 are shaded in grey.*	Filled Personnel Code positions with language codes	Vacant Personnel Code positions with language codes	Non-Personnel Code positions requiring bilingual skills	Posted bilingual vacancies with language code assigned	Posted bilingual vacancies with language code assigned that were filled	Positions with language codes assigned that were vacated	Positions revised to remove language code	Positions revised to add language code
Aging	7	0	0	2	2	2	0	0
Agriculture	1	6	0	0	0	1	0	0
Arts Council	0	1	0	0	0	0	0	0
Capital Development Board	0	0	0	0	0	0	0	0
Central Management Services	13	1	1	1	0	1	0	0
Children and Family Services	149	16	3	60	41	39	0	1
Civil Service Commission	0	0	0	0	0	0	0	0
Commerce and Economic Opportunity	7	8	0	1	0	0	0	1
Corrections	26	4	0	5	4	2	0	3
Criminal Justice Information Authority	0	0	0	0	0	0	0	0
Deaf and Hard of Hearing Commission	7	1	0	0	0	0	0	0
Developmental Disabilities Council	0	0	0	0	0	0	0	0
Emergency Management Agency	0	1	0	0	0	0	0	0
Employment Security	146	45	0	5	5	13	0	0
Environmental Protection Agency	2	0	0	0	0	0	0	0
Executive Ethics Commission	0	0	0	0	0	0	0	0
Financial and Professional Regulation	13	15	0	0	0	3	0	0
Gaming Board	0	0	0	0	0	0	0	0
Guardianship and Advocacy Commission	6	3	0	0	0	0	0	0
Healthcare and Family Services	74	90	0	15	6	12	0	4
Historic Preservation	1	2	0	1	1	0	0	1
Human Rights Commission	3	1	0	0	0	1	0	0
Human Rights Department	29	12	0	3	3	2	0	0
Human Services	1,096	290	8	243	154	194	3	5
Illinois Commerce Commission	0	0	3	0	0	0	0	0
Insurance	4	3	0	1	0	1	1	2
Investment Board	0	0	0	0	0	0	0	0
Juvenile Justice	5	7	0	1	0	1	1	0
Labor Department	17	6	0	5	3	1	0	1
Labor Relations Board	1	0	19	5	1	0	0	0
Labor Relations Board - Educational	0	0	0	0	0	0	0	0
Law Enforcement Training and Standards Board	0	0	0	0	0	0	0	0
Lottery	2	2	0	2	0	1	0	2
Medical District Commission	0	0	0	0	0	0	0	0
Military Affairs	0	0	0	0	0	0	0	0
Natural Resources	2	4	0	4	0	1	3	0
Office of Executive Inspector General	0	0	0	0	0	0	0	0
Pollution Control Board	0	0	0	0	0	0	0	0
Prisoner Review Board	0	0	0	0	0	0	0	0
Property Tax Appeal Board	0	0	0	0	0	0	0	0
Public Health	21	33	1	12	6	1	0	5
Racing Board	0	0	0	0	0	0	0	0
Revenue	15	46	0	5	2	1	0	4
Sentencing Policy Advisory Council	0	0	0	0	0	0	0	0
State Fire Marshal	2	4	0	0	0	0	0	0
State Police	1	0	0	0	0	0	0	0
State Police Merit Board	0	0	0	0	0	0	0	0
State Retirement Systems	0	0	0	0	0	0	0	0
Tax Tribunal	0	0	0	0	0	0	0	0
Transportation	2	5	3	0	0	0	0	0
Veterans Affairs	1	1	0	0	0	0	0	1
Workers Compensation Commission	3	2	0	0	0	1	0	0
Statewide Totals:	**1,656**	**609**	**38**	**371**	**228**	**278**	**8**	**30**

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name *Agencies that reported no bilingual staf for FY14 are shaded in grey.*	Hispanic employees in positions requiring bilingual skills receiving bilingual pay (excluding Signing and Braille)	Non-Hispanic employees in positions requiring bilingual skills receiving bilingual pay (excluding Signing and Braille)	Employees with signing or manual communication skills	Employees with Braille transcription skills
Aging	10	0	0	0
Agriculture	1	0	0	0
Arts Council	0	0	0	0
Capital Development Board	0	0	0	0
Central Management Services	6	0	0	0
Children and Family Services	144	8	1	0
Civil Service Commission	0	0	0	0
Commerce and Economic Opportunity	5	2	0	0
Corrections	10	9	2	0
Criminal Justice Information Authority	0	0	0	0
Deaf and Hard of Hearing Commission	0	0	7	0
Developmental Disabilities Council	0	0	0	0
Emergency Management Agency	0	0	0	0
Employment Security	129	16	1	0
Environmental Protection Agency	2	0	0	0
Executive Ethics Commission	0	0	0	0
Financial and Professional Regulation	13	2	0	0
Gaming Board	0	0	0	0
Guardianship and Advocacy Commission	4	2	0	0
Healthcare and Family Services	91	17	0	0
Historic Preservation	1	0	0	0
Human Rights Commission	3	0	0	0
Human Rights Department	21	8	0	0
Human Services	717	55	373	25
Illinois Commerce Commission	2	1	0	0
Insurance	2	2	0	0
Investment Board	0	0	0	0
Juvenile Justice	6	0	0	0
Labor Department	16	1	0	0
Labor Relations Board	0	1	1	0
Labor Relations Board - Educational	0	0	0	0
Law Enforcement Training and Standards Board	0	0	0	0
Lottery	2	0	0	0
Medical District Commission	0	0	0	0
Military Affairs	0	0	0	0
Natural Resources	1	1	0	0
Office of Executive Inspector General	1	0	0	0
Pollution Control Board	0	0	0	0
Prisoner Review Board	1	0	0	0
Property Tax Appeal Board	0	0	0	0
Public Health	20	1	0	0
Racing Board	0	0	0	0
Revenue	13	3	0	0
Sentencing Policy Advisory Council	0	0	0	0
State Fire Marshal	2	0	0	0
State Police	1	0	0	0
State Police Merit Board	0	0	0	0
State Retirement Systems	0	0	0	0
Tax Tribunal	0	0	0	0

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name *Agencies that reported no bilingual staf for FY14 are shaded in grey.*	Hispanic employees in positions requiring bilingual skills receiving bilingual pay (excluding Signing and Braille)	Non-Hispanic employees in positions requiring bilingual skills receiving bilingual pay (excluding Signing and Braille)	Employees with signing or manual communication skills	Employees with Braille transcription skills
Transportation	14	0	0	0
Veterans Affairs	1	0	0	0
Workers Compensation Commission	2	1	0	0
Statewide Totals:	**1,241**	**130**	**385**	**25**

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name	**For agencies with bilingual staff:** What methods does the agency employ to determine the number of bilingual positions of all types needed to render effective service to its clients?
Aging	The Illinois Department on Aging provides direct services to older adults and persons with disabilities through the toll-free Senior Health and the Senior Health Insurance Program (SHIP) which mobilizes a volunteer network to provide outreach and sounseling to Medicare beneficiaries. Specifically, the Senior Helpline tracks the number of Limited English Proficient (LEP) individuals needing assistance. To date, the majority of LEP callers require assistance in Spanish. The Department has increased to the number of Spanish speaking bilingual staff to ensure we accommodate client needs. We monitor calls on an on-going basis to evaluate if we need to hire staff that speaks additional languages such as Polish and Chinese. However, the number of calls has not justified such a need. When we do receive a call from a client needing assistance in a language other than English or Spanish we have access to the Proprio language service. In addition, the Department contracts with several social services agencies serving specific language needs through the Community Care Program that we can reach out to for assistance. With regard to SHIP, we have Spanish speaking staff that provides training and technical support regarding Medicare to our SHIP certified volunteer network that includes more than 700 counselors at approximately 250 sites throughout Illinois. The SHIP program volunteer network includes certified counselors that speak several languages including Spanish, Korean, Polish, Chinese and Russian. These counselors in the field are available to assist Medicare beneficiaries if needed in their native languages.
Arts Council	Judgement is made by the Agency based on the number of grant applications and phone inquiries received each year. In addition, by the number of grants submitted to the Agency receiving technical assistance pertaining to their own grant applications. The Illinois Arts Council Agency is very small and has utilized the language translation a handful of times. There is no need to employ any more bilingual positions.
Capital Development Board	The Capital Development Board has not encountered an issue where bilingual positions were needed to render effective services to the agencies we work with on a daily basis.
Central Management Services	The agency tracks cases for which translation and interpretation skills are required. The historical statistics reported on surveys such as this, and evaluated by management.
Children and Family Services	DCFS uses COA accreditation standards for case ratios of 25/1, and having at least 50 percent of the cases being of another language to determine the number of bilingual positions needed.
Commerce and Economic Opportunity	Determinations are assessed by management based on clients/customers served.
Corrections	Inmate Population
Criminal Justice Information Authority	NA
Deaf and Hard of Hearing Commission	All positions require the use of sign lanugage in order to communicate effectively with individuals with a hearing loss. This includes the community we serve as well as staff.
Emergency Management Agency	N/A
Employment Security	Operational need and the demographics of the areas which each office serves.
Environmental Protection Agency	AVAYA reporting for contact center
Financial and Professional Regulation	Determination is made by the number of telephone inquiries and complaints received by the Department that require translators; and, the number of licensees who require translators during the investigations and examination process.
Gaming Board	The Illinois Gaming Board has not experienced a necessity to establish full time bilingual positions. We will re-evaluate this as needed.
Guardianship and Advocacy Commission	based upon need after determining client requirements.
Healthcare and Family Services	The numbers are generated by geographical need based on customer/client makeup and population demand.
Historic Preservation	n/a
Human Rights Commission	none
Human Rights Department	The Department's Charge Processing, Fair Housing and Legal Divisions are involved in the Department's charge processing program. A number of the charges filed with the Department are filed by non-English speaking individuals. The number of bilingual positions required to process cases are based on the number of charges filed annually by individuals who do not speak English. The Department also has positions which do not process cases but are required to communicate orally and in writing with individuals who do not speak English. The need is determined by the type of service provided and required such as receptionist, community outreach, liaison, etc. The Department has Spanish, Polish and Korean bilingual option positions. Additionally, the Department has its "Filing A Charge of Discrimination" brochure in 14 different languages.
Human Services	Patient data, 6 month analysis of the number of bilingual cases and applications that are identified and divided by a case load ratio in order to determine staffing needs,monitoring the call volume, client inquiries-verbal/written, use of hiring monitors in order to attempt to address underutilization when hiring throughout the state.
Illinois Commerce Commission	We determine needs based on call statistics we gather via an automated call distribution system in our Consumer Services area.
Insurance	Discussion with Senior Staff and Managers at Staff Meetings. Review of position descriptions and vacancies.

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name	**For agencies with bilingual staff:** What methods does the agency employ to determine the number of bilingual positions of all types needed to render effective service to its clients?
Juvenile Justice	Bilingual needs of clientele vary based on average commitment of 6 months or less. Union contractual provisions allow for temporary assignment pay when existing staff may be required to assist with bilingual need on an intermittent basis.
Labor Department	The Agency tracks our bilingual needs/usages in a spreadsheet on Sharepoint.
Labor Relations Board	The bi-lingual employee as well as the other staff communicate with the Personnel Manager if the needs of the agency increases to render effective bi-lingual needs to its clients.
Labor Relations Board - Educational	Annual needs assessment survey
Law Enforcement Training and Standards Board	NA
Lottery	n/a
Natural Resources	Blingual positions are determined by Management staff and by the demand for services according to geographical area.
Office of Executive Inspector General	The OEIG evaluates the number of requests it receives from the clients who cannot speak/read English.
Prisoner Review Board	Review of use of master contract for bilingual needs in the field and within the agency day to day work.
Property Tax Appeal Board	PTAB has not had substantial instances arise that have required the use of bilingual positions. PTAB has utilized the CMS Master Contract in one instance in 2014.
Public Health	Bilingual needs are assessed by the management staff when positions are created and filled based on the volume of calls and contact with our limited English proficient population.
Revenue	Bilingual needs are periodically assessed by direct observation of the supervisor based on demands in the walk-in areas where bilingual services are provided.
State Police	The agency relies on personnel in the field to request the need for bilingual skills.
Transportation	Organization entities notify the central office of the need based upon work unit functions and public interaction needs. The central office reviews the need and works with the entity to establish procedures.
Workers Compensation Commission	SPECIAL SERVICE REQUESTS

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name	**For agencies with bilingual staff:** What methods does the agency employ to determine the number of bilingual positions with Spanish language options needed to render effective service to its Spanish speaking clients?
Aging	The Senior Helpline responds to callers contacting the Department regarding a full range of programs and services. Assistance is usually provided via the telephone, but may also be provided in-person or through written correspondence. The Senior HelpLine logs all bilingual calls and assistance through a client tracking system. The Senior HelpLine and SHIP Program bilingual staff also assist with other outreach activiites such as the translation of publications, participation at conference and exhibits, and public speaking opportunities. The Department constantly monitors operations to ensure staffing is adequate to render effective service to Spanish speaking clients.
Arts Council	The Agency has 14 full-time employees and one position has the Spanish language Option for the Agency.
Capital Development Board	The Capital Development Board has not encountered an issue where bilingual positions were needed to render effective services to the agencies we work with on a daily basis.
Central Management Services	See 14a.
Children and Family Services	DCFS uses COA accreditation standards for case ratios of 25/1, and having at least 50 percent of the cases being Spanish Speaking to determine the number of bilingual positions needed.
Commerce and Economic Opportunity	Same as 14a, determinations are assessed by management based on clients/customers served.
Corrections	Inmate Spanish Population
Criminal Justice Information Authority	NA
Deaf and Hard of Hearing Commission	If we do provide services to spanish speaking individuals, we hire interpreters with spanish speaking sign language knowledge.
Emergency Management Agency	N/A
Employment Security	Operational need and the demographics of the areas which each office serves.
Environmental Protection Agency	AVAYA reporting for contact center
Financial and Professional Regulation	See 14a above.
Gaming Board	Same as above
Guardianship and Advocacy Commission	based upon need after determining client requirements.
Healthcare and Family Services	The numbers are generated by geographical need based on customer/client makeup and population demand.
Historic Preservation	n/a
Human Rights Commission	none
Human Rights Department	The Department's Charge Processing, Fair Housing and Legal Divisions are involved in the Department's charge processing program. A number of the charges filed with the Department are filed by non-English speaking individuals. The number and type of bilingual positions required to process cases are based on the number of charges filed annually by individuals who do not speak English. The Department also has positions which do not process cases but are required to communicate orally and in writing with individuals who do not speak English. The need is determined by the type of service provided and required such as receptionist, community outreach, liaison, etc. The Department has Spanish, Polish and Korean bilingual option positions. Additionally, the Department has its "Filing A Charge of Discrimination" brochure in 14 different languages.
Human Services	Refer to 14.a)
Illinois Commerce Commission	We determine needs based on call statistics we gather via an automated call distribution system in our Consumer Services area.
Insurance	Discussion with Senior Staff and Managers at Staff Meetings. Review of position descriptions and vacancies.
Juvenile Justice	Bilingual needs of clientele vary based on average commitment of 6 months or less. Union contractual provisions allow for temporary assignment pay when existing staff may be required to assist with bilingual need on an intermittent basis.
Labor Department	The Agency uses the data from the spreadsheet in Sharepoint to determine the volume.
Labor Relations Board	Same as above. The agency believes that having one bilingual position is sufficient to manage the Spanish speaking assistance that is needed.
Labor Relations Board - Educational	Based on the results of the annual needs assessment survey and call logs.
Law Enforcement Training and Standards Board	NA
Lottery	n/a
Natural Resources	Bilingual positions are determined by Management staff and by the demand for sercies according to geographical area.
Office of Executive Inspector General	The OEIG evaluates the requests it receives from clients for Spanish-language clients who cannot speak English.
Prisoner Review Board	Review of the number of incoming phone calls received and made and also the number of incoming citizens to the agency.
Property Tax Appeal Board	Two employees in our Des Plaines office, one clerical and one ALJ, have the ability to answer questions for Spanish speaking clients; to date this option has not been needed.

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name	**For agencies with bilingual staff:** What methods does the agency employ to determine the number of bilingual positions with Spanish language options needed to render effective service to its Spanish speaking clients?
Public Health	Bilingual needs are assessed by the management staff when positions are created and filled based on the volume of calls and contact with our limited English proficient population.
Revenue	Bilingual needs are periodically assessed by direct observation of the supervisor based on demands in the walk-in areas where bilingual services are provided.
State Police	The agency relies on supervisors to evaluate the need for bilingual positions.
Transportation	Same as above.
Workers Compensation Commission	SPECIAL SERVICE REQUESTS

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name	**For agencies with no bilingual staff:** How does the agency determine that it does not require any bilingual staff?
Agriculture	NA
Civil Service Commission	The Civil Service Commission has not encountered this situation. As anyone who deals with the agency is an employee of the State of Illinois, this situation has never arisen.
Developmental Disabilities Council	The Illinois Council on Developmental Disabilities does not provide direct services and therefore has experienced no need for bilingual employees. The Council currently utilizes Tele-Interpreters to assist people who speak Spanish or other languages when necessary.
Executive Ethics Commission	The EEC has no regular, direct interaction with members of the public. Furthermore, all EEC employees are exempt from Jurisdictions A, B, and C of the Illinois Personnel Code.
Investment Board	ISBI is a very small agency with minimal contact with the public. Retirement questions are answered by the retirement systems directly as opposed to coming to ISBI.
Medical District Commission	The agency's responsibilities and services are not based on direct contact with the public.
Military Affairs	The Department of Military Affairs does not have public clients. The agency has one organizational client – the IL National Guard. The IL National Guard meets its own bilingual requirements by/through US Federal Government resources and employees.
Pollution Control Board	It is based on need.
Racing Board	Population serviced typically has an interpreter available to them.
Sentencing Policy Advisory Council	SPAC is an independent commission that is not engaged in direct client services. We do research on the fiscal impact of sentencing policies and report directly to the General Assembly, Governor and Judiciary.
State Fire Marshal	The agency determines the number of bilingual positions needed to render effective services throughout the state of Illinois based on translations needed for our field staff and phone calls received in our offices. We have bilingual positions located in our Springfield and Chicago Offices and in areas of the state where the demand is greater. At this time, all bilingual positions at our agency are Spanish speaking positions.
State Police Merit Board	by assessing the needs of the agency and requirements of ISP. We have never had the need for bilingual staff.
State Retirement Systems	na
Tax Tribunal	Review of past activity and discussion by Agency staff of an anticipated need.
Veterans Affairs	Veterans Affairs senior mangement staff consist of two bilingual staff members. In addition, there are other staff members who are bilingual.

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name	How are the instances in which interpretation or translation of a source language into English was necessary to assist non-English-speaking tracked? Call log, case management software, LEP tracking etc.
Aging	Senior Helpline Client Tracking System
Agriculture	Call Log
Arts Council	We have constituents call our Agency for inquiries and some walk-ins. The Agency does not have a tracking system since translation is not used very often.
Capital Development Board	call log
Central Management Services	Call logs, case logs, LEP tracking, etc.
Children and Family Services	CMS Master contract database request. No tracking software available, tracking dollars spent.
Civil Service Commission	The Civil Service Commission has not encountered this situation
Commerce and Economic Opportunity	Tracking varies, case management software is utilized, others are estimates based on calls received, or day-to-day interaction with business/customer clients.
Corrections	Either individual facilitiy logs or Case Management Software
Criminal Justice Information Authority	NA
Deaf and Hard of Hearing Commission	See attached
Developmental Disabilities Council	They are tracked by expenditure as well as staff notifying the Fiscal & Operations Director when tele-interpreting services have been used.
Emergency Management Agency	No formal tracking system.
Employment Security	LEP Tracking
Environmental Protection Agency	AVAYA reporting for contact center software
Executive Ethics Commission	N/A
Financial and Professional Regulation	Only master contract translation services are can be monitored; via invoice vouchers.
Gaming Board	The reported data has been collected via e-mail survey of all IGB employees.
Guardianship and Advocacy Commission	Case management software
Healthcare and Family Services	These interactions are tracked via a call log.
Historic Preservation	n/a
Human Rights Commission	call log
Human Rights Department	It depends on the Division; however, the Department uses its internal case management system and a federal case management system to track cases. Calls are tracked a number of ways (logs, calendars, production reports, etc.) and in accordance with the Department's Division/Unit policies and procedures.
Human Services	Email, BAJA request forms, M/SExcel+M/SAccess Client Data Bases, Call logs,VOIP Reporting System,CARS Accounting System, Client Clinical Plans.
Illinois Commerce Commission	Call center software - Spanish callers are tracked in queues that go only to Spanish speaking counselors.
Insurance	calls/walk-ins are logged on call sheets and we have a walk in log which separates Spanish and English consumers. The Department will also have the ability to tack via the new VOIP phone system.
Investment Board	Not applicable
Juvenile Justice	They are tracked using case management cumulative summaries and employee time sheets.
Labor Department	LEP Spreadsheet
Labor Relations Board	No
Labor Relations Board - Educational	Call log
Law Enforcement Training and Standards Board	N/A, as a Training Board, we communicate with agencies, not people.
Lottery	n/a
Medical District Commission	0
Military Affairs	N/A
Natural Resources	No current system in place. However, employees are asked annually whether or not they have encountered a client who has requested bilingual services during the previous fiscal year and if the need for interpretation was necessary.
Office of Executive Inspector General	The above number is estimated based on an average of calls per week, from non-English-speaking clients who contact the OEIG for the purpose of reporting wrongdoing, among other things.
Pollution Control Board	Logged
Prisoner Review Board	log
Property Tax Appeal Board	Through charges identified on Communication Revolving Fund billing
Public Health	Interactions are traciked through database, call logs and calendars
Racing Board	N/A
Revenue	Case management software, call logs, check-in sheets in walk-in areas, Excell spreadsheets
Sentencing Policy Advisory Council	SPAC does not have any clients. We are a research organization that reports to the Governor and the General Assembly.

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name	How are the instances in which interpretation or translation of a source language into English was necessary to assist non-English-speaking tracked? Call log, case management software, LEP tracking etc.
State Fire Marshal	Other
State Police	Information estimated by supervisor.
State Police Merit Board	n/a
State Retirement Systems	N/A
Tax Tribunal	Docket System
Transportation	Estimated with the Emergency Traffic Patrol. BPM maintains interview files which require language translation. No interviews required this in FY'14.
Veterans Affairs	There were no requests.
Workers Compensation Commission	DAILY REPORTS

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name	Did the agency utilize language interpretation services as provided by the State of Illinois Master Contract? If the answer is yes, please indicate the number of instances and the source language(s) for which those services were required. (Agencies should review the Master Contract Invoices).
Aging	4 Proprio Polish
Agriculture	Source language and cases are unknown. This was a temp hire to serve during the Illinois State Fair and DuQuoin State Fair only
Arts Council	0
Capital Development Board	NA
Central Management Services	We used translation services for Web Media via our Illinois Office of Communications and Information to translate a web video for the Medicare Advantage (Bureau of Benefits).
Children and Family Services	323 instances for languages including: Spanish, Vietnamese, Swahili, English, Arabic, Chinese, French, Hindi, Polish, & other.
Civil Service Commission	The Civil Service Commission has not encountered this situation.
Commerce and Economic Opportunity	NA
Corrections	3 Chinese 2 Polish # N/A Spanish
Criminal Justice Information Authority	NA
Deaf and Hard of Hearing Commission	IDHHC hires independent Sign Language Interpreters as needed for meetings, trainings and presentations when necessary.
Developmental Disabilities Council	The Council utilized the Master Contract for one tele-interpreter call that was received. In addition, the Council utilized the Master Contract to translate one written report during FY14. Spanish with the source language for both of these services.
Emergency Management Agency	N/A
Employment Security	8,540. The top 10 language requests were Spanish, Polish, Chinese (Cantonese & Mandarin), Arabic, French, Russian, Vietnamese, Hindi and Korean. Also used were Albanian, Burmese, Farsi, Italian, Lao, Lithuanian, Portuguese, Swahili, Urdu & others.
Environmental Protection Agency	N/A
Executive Ethics Commission	NA
Financial and Professional Regulation	One - Korean.
Gaming Board	1 instance- German
Guardianship and Advocacy Commission	Once - Swahili
Healthcare and Family Services	9327
Historic Preservation	n/a
Human Rights Commission	n/a
Human Rights Department	There were two requests in the Department's Intake Unit for Russian and two for Polish. Additionally, there were requests to translate brochures from English to Chinese, Spanish and Polish.
Human Services	1843-Arabic,Assyrian,Bosnian,Bulgarian,Cantonese,Czech,Hungarian,Lithuanian,Mandarin,Polish,Russian,Spanish.
Illinois Commerce Commission	NA
Insurance	N/A
Investment Board	NOT APPLICABLE
Juvenile Justice	N/A
Labor Department	N/A
Labor Relations Board	NA
Labor Relations Board - Educational	N/A
Law Enforcement Training and Standards Board	NA
Lottery	n/a
Medical District Commission	NA
Military Affairs	N/A
Natural Resources	NA
Office of Executive Inspector General	N/A
Pollution Control Board	NA
Prisoner Review Board	n/a
Property Tax Appeal Board	One instance - the source language was Spanish
Public Health	139, Spanish
Racing Board	0
Revenue	Spanish - 10,797; Arabic - 4; Bambara - 1; Burmese - 2; French - 17; Haitian-creole - 1; Hindi - 1; Japanese - 1; Korean - 1; Mandarin - 6; Nepali - 2; Polish - 26; Romanian - 3; Russian - 5; Serbo-croation - 1; Somali - 1; Ukrainian - 3; Vietnamese - 5
Sentencing Policy Advisory Council	N/A

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name	Did the agency utilize language interpretation services as provided by the State of Illinois Master Contract? If the answer is yes, please indicate the number of instances and the source language(s) for which those services were required. (Agencies should review the Master Contract Invoices).
State Fire Marshal	N/A
State Police	N/A
State Police Merit Board	n/a
State Retirement Systems	NA
Tax Tribunal	N/A
Transportation	None
Veterans Affairs	There were no requests.
Workers Compensation Commission	NONE

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name	In addition to the language interpretation services phone line; what other interpreter services, persons or organizations were utilized? Please include the number of all language interpretation service requests, and the source language(s) for which these services were required.
Aging	N/A
Agriculture	Temporary hire for sign language interpreter for ILL/DuQuoin State Fair
Arts Council	0
Capital Development Board	NA
Central Management Services	See 1f above.
Children and Family Services	Ability Interpreting LLC - 4; State Employee - 5; Deaf Communication by Innovation - 6; State Employee - 15; Quintana Multi Lingual Services Inc (sign language) - 2; Translations Unlimited Inc (English, Swahili, other) - 34; Western Avenue Community Center 3. Languages were not tracked on payment vouchers
Civil Service Commission	The Civil Service Commission has not encountered this situation.
Commerce and Economic Opportunity	No known services utilized.
Corrections	Google Translate and IDOC staff # N/A
Criminal Justice Information Authority	NA
Deaf and Hard of Hearing Commission	See attached.
Developmental Disabilities Council	None
Emergency Management Agency	N/A
Employment Security	Deaf Communication by Innovation; Edwards Interpreting Services
Environmental Protection Agency	Report card (proof reading) Repair outreach team. Spanish
Executive Ethics Commission	NA
Financial and Professional Regulation	None
Gaming Board	Outside of current IGB staff and the master contract, no other resources were utilized.
Guardianship and Advocacy Commission	Illinois Relay telephone communication with hearing impaired.
Healthcare and Family Services	NA
Historic Preservation	n/a
Human Rights Commission	spanish & polish translation of agency annual report and informational brochure.
Human Rights Department	In addition to the language interpretation services, the Agency utilized its bilingual staff who receive the bilingual pay option and sign language interpreters (six for sign language interpreters).
Human Services	DHS Bilingual Spanish, Polish Employees. ICIR contract & Heartland. American Sign Language(ASL) interpreters,Computer Aided Real-Time services. Center for Sight & Hearing. Deaf Communication By Innovation, LLC
Illinois Commerce Commission	None
Insurance	N/A
Investment Board	NOT APPLICABLE
Juvenile Justice	None
Labor Department	N/A
Labor Relations Board	NA
Labor Relations Board - Educational	N/A
Law Enforcement Training and Standards Board	NA
Lottery	n/a
Medical District Commission	NA
Military Affairs	N/A
Natural Resources	NA
Office of Executive Inspector General	The OEIG did not utilize any interpreter services.
Pollution Control Board	None
Prisoner Review Board	n/a
Property Tax Appeal Board	None
Public Health	Translation of documents, Spanish
Racing Board	0
Revenue	in-house bilingual employees
Sentencing Policy Advisory Council	0
State Fire Marshal	N/A
State Police	N/A

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name	In addition to the language interpretation services phone line; what other interpreter services, persons or organizations were utilized? Please include the number of all language interpretation service requests, and the source language(s) for which these services were required.
State Police Merit Board	n/a
State Retirement Systems	NA
Tax Tribunal	N/A
Transportation	None
Veterans Affairs	There were no requests.
Workers Compensation Commission	NONE

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name	Does your agency conduct language assessment needs to determine the number of language option positions needed to provide effective services to clients who communicate in a language other than English? If yes, how many bilingual positions were determined to be needed based on that assessment?
Aging	7
Agriculture	1/Cook County
Arts Council	0
Capital Development Board	0
Central Management Services	14
Children and Family Services	208
Civil Service Commission	0
Commerce and Economic Opportunity	Determinations are assessed by management based on client and service needs of programs. Assessment is primarily evaluated with vacancies of work activity changes.
Corrections	It would depend on the number of inmates at each facility
Criminal Justice Information Authority	NA
Deaf and Hard of Hearing Commission	8 positions established for the agency and all have the bilingual requirement.
Developmental Disabilities Council	0
Emergency Management Agency	N/A
Employment Security	146 - Operational need and the demographics of the areas which each office serves.
Environmental Protection Agency	3
Executive Ethics Commission	0
Financial and Professional Regulation	0
Gaming Board	N/A
Guardianship and Advocacy Commission	6
Healthcare and Family Services	0
Historic Preservation	n/a
Human Rights Commission	n/a
Human Rights Department	41
Human Services	585
Illinois Commerce Commission	There have been no requests for services in languages other than English and Spanish in FY2014. In determining the number of Spanish positions needed, the Consumer Services Division reviews the number of calls taken and handled in Spanish. In FY2013, 721 calls were offered to counselors in Spanish, but we were only sufficiently staffed to handle 497 of these requests, for a 31.1% failure rate. There are daily unavoidable gaps in phone coverage due to our low staffing level. We have determined that we need an additional Spanish speaking counselor.
Insurance	N/A
Investment Board	NOT APPLICABLE
Juvenile Justice	3
Labor Department	19
Labor Relations Board	The agency believes that having one bilingual position is sufficient to manage the increase in Spanish speaking assistance that has occurred.
Labor Relations Board - Educational	There is not a need for a bilingual employee at this time
Law Enforcement Training and Standards Board	N/A
Lottery	n/a
Medical District Commission	NA
Military Affairs	0
Natural Resources	NA
Office of Executive Inspector General	N/A
Pollution Control Board	NA
Prisoner Review Board	1
Property Tax Appeal Board	0
Public Health	54
Racing Board	0
Revenue	Bilingual needs are periodically assessed by direct observation of the supervisor based on demands in the walk-ins area where bilingual services are provided.
Sentencing Policy Advisory Council	0

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name	Does your agency conduct language assessment needs to determine the number of language option positions needed to provide effective services to clients who communicate in a language other than English? If yes, how many bilingual positions were determined to be needed based on that assessment?
State Fire Marshal	The agency determines the number of bilingual positions needed to render effective services throughout the state of Illinois based o translations needed for our field staff and phone calls received in our offices. We have bilingual positions located in our Springfield and Chicago Offices.
State Police	N/A
State Police Merit Board	0
State Retirement Systems	NA
Tax Tribunal	0
Transportation	None
Veterans Affairs	Not applicable.
Workers Compensation Commission	NONE

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name	Were there any agency employees that utilized language translation or interpretation skills to assist clients but did not receive a bilingual pay supplement? If the answer is yes, please list the number of employees, the employees' position titles, and the language skills that were used.	Were there any agency employees that received temporary assignment pay for utilizing bilingual skills? If the answer is yes, please list the number of employees, the employees' position titles, the duration of the temporary assignment pay and the language skills that were used.
Aging	N/A	N/A
Agriculture	NA	NA
Arts Council	2 Employees - PSA and Arts Council Program Coordinator - Spanish	0
Capital Development Board	NA	NA
Central Management Services	Four Senior Public Service Administrators and one Private Secretary II. All spoke Spanish.	NA
Children and Family Services	NA	13 Titles: Child Protection Specialist, Child Welfare Specialist, Child Protection Advanced Specialist, Public Service Administrator, and Office Associate; Duration: An employee only gets TA pay for the portion of the day that he/she is providing bilingual services so most instances are around 30 minutes per day; Language skills: not tracked on the pay file
Civil Service Commission	NA	na
Commerce and Economic Opportunity	NA	NA
Corrections	7 Correctional Officer Spanish 3 Correctional Residence Counselors Spanish 1 Correctional Officer Polish 1 Center Supervisor Spanish 1 AWP Spanish 1 Corr Counselor	2 Correctional Officers 2 Correctional Counselor II's
Criminal Justice Information Authority	NA	NA
Deaf and Hard of Hearing Commission	N/A	N/A
Developmental Disabilities Council	NA	NA
Emergency Management Agency	N/A	N/A
Employment Security	N/A	1. Information Services Analyst II, 8/1/13-4/30/14, Russian translation.
Environmental Protection Agency	7 Spanish	NA
Executive Ethics Commission	NA	NA
Financial and Professional Regulation	N/A	N/A
Gaming Board	Office Coordinator- Spanish; Gaming Special Agent- Spanish: Gaming Special Agent- Spanish; Senior Gaming Special Agent- Spanish	N/A
Guardianship and Advocacy Commission	N/A	N/A
Healthcare and Family Services	0	2 Executive II (36 days, Spanish) 1 PSA (1 day, Spanish)
Historic Preservation	n/a	n/a
Human Rights Commission	n/a	not applicable.
Human Rights Department	N/A	N/A
Human Services	1-SW-Polish,1-RN-Spanish,1-Residential Services Supervisor-Spanish,1-Public Service Administrator-Sign Language.	1-Rehab Case Coordinator II-Spanish Throughout FY14, 1-Office Coordinator-Spanish FY14, 1 HSC-Spanish- 12/2/13-6/30/14,1HSC-Spanish-7/1/13-8/31/13, 1HSC-Spanish-4/15/14-6/14/14, 1HSC-Spanish-4/29/13-10/15/13, 1SBO II-Spanish-4/1/13-7/31/13, 1 HSC-Spanish-4/1/13-10/15/13, 1 HSC-Spanish-8/26/13-9/27/13, 1 PAEA-Spanish-2/13/14-5/7/14, 1 HSCM-Spanish-2/18/14-9/30/14, 1 HSC - Spanish-3/1/14-9/30/14, 1 HSC-Spanish-2/20/14-9/30/14.
Illinois Commerce Commission	NA	NA
Insurance	N/A	N/A
Investment Board	NOT APPLICABLE	NOT APPLICABLE
Juvenile Justice	5 Juvenile Justice Specialist - Provides Spanish translation, written and oral. 1 Administrative Assistant I - Provides Spanish translation, written and oral.	N/A
Labor Department	Chief Information Officer - Spanish FLS Division Manager - Spanish Private Secretary II - Spanish Executive II- Mandarin Office Associate Option 2 - Spanish 5 Employees	N/A
Labor Relations Board	NA	NA
Labor Relations Board - Educational	N/A	N/A
Law Enforcement Training and Standards Board	NA	NA
Lottery	n/a	n/a
Medical District Commission	NA	NA
Military Affairs	N/A	N/A

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name	Were there any agency employees that utilized language translation or interpretation skills to assist clients but did not receive a bilingual pay supplement? If the answer is yes, please list the number of employees, the employees' position titles, and the language skills that were used.	Were there any agency employees that received temporary assignment pay for utilizing bilingual skills? If the answer is yes, please list the number of employees, the employees' position titles, the duration of the temporary assignment pay and the language skills that were used.
Natural Resources	3 Employees - Office Associate, Opt 2 - Spanish Executive Secretary - Spanish Office Director - Spanish	NA
Office of Executive Inspector General	One Investigator provided Spanish-language translations.	N/A
Pollution Control Board	NA	NA
Prisoner Review Board	n/a	n/a
Property Tax Appeal Board	NA	NA
Public Health	n/a	n/a
Racing Board	5 total in Spanish: 2 License Clerks, 1 Steward, 1 Steward Secretary, 1 Assistant to the Director	0
Revenue	N/A	N/A
Sentencing Policy Advisory Council	N/A	N/A
State Fire Marshal	N/A	N/A
State Police	N/A	N/A
State Police Merit Board	n/a	n/a
State Retirement Systems	NA	NA
Tax Tribunal	N/A	N/A
Transportation	NA	NA
Veterans Affairs	Not Applicable.	Not Applicable.
Workers Compensation Commission	N/A	N/A

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name	Why were agency positions designated with language options revised to delete the language option?	Based on the Department of Human Rights regions please list the number of staff that receive bilingual supplemental pay in each region.
Aging	N/A	Region 1 - 5 Region 7 - 5
Agriculture	NA	1-Cook Co
Arts Council	0	0
Capital Development Board	NA	0
Central Management Services	NA	6 in Region 1
Children and Family Services	NA	Region 1 - 139 Region 2 - 4 Region 3 - 2 Region 7 - 7
Civil Service Commission	na	0
Commerce and Economic Opportunity	NA	2 - Region 7 5 - Region 1
Corrections	n/a	Reg 1-6 Reg 4-2 Reg 7-4 Reg 10-1 Reg 2-1 Reg 5-1 Reg 8-2 Reg 11-5 Reg 3-1 Reg 6-1 Reg 9-2
Criminal Justice Information Authority	NA	0
Deaf and Hard of Hearing Commission	N/A	7 ins Springfield
Developmental Disabilities Council	NA	0
Emergency Management Agency	N/A	0
Employment Security	N/A	REG. 1 - 128; REG. 2 - 9; REG. 3 - 2; REG. 4 - 1; REG. 5 - 4; REG. 6 -2
Environmental Protection Agency	N/A	2 in Region 1
Executive Ethics Commission	NA	0
Financial and Professional Regulation	N/A	Region 1 = 15
Gaming Board	N/A	N/A
Guardianship and Advocacy Commission	N/A	IDHR region 1 (which includes Cook County) = 6 employees
Healthcare and Family Services	NA	Region 1 - 68; Region 2 - 4, Region 3 - 1, Region 7 - 35
Historic Preservation	0	1 in Region 7
Human Rights Commission	not applicable.	3
Human Rights Department	N/A	Region 1 - Cook/Chicago (25)
Human Services	The need was re-assessed and no longer needed,staff transfer,MIS does not perform direct client service.	Region 1 - 516 Region 2 - 160 Region 3 - 2 Region 4 - 3 Region 5 - 3 Region 6 - 2 Region 7 - 186 Region 8 - 3 Region 9 - 2 Region 10 - 0 Region 11 - 0
Illinois Commerce Commission	NA	3 in Cook County
Insurance	Upon Agency request and bilingual incumbent vacated position.	Region 1 - Four Region 7 - Zero
Investment Board	NOT APPLICABLE	ISBI is a very small agency with minimal public contact. Calls for retirement related questions are referred to the retirement systems for disposition.
Juvenile Justice	We received no applications.	Region 1 - 5 staff Region 3 - 1 staff
Labor Department	N/A	Region 1 - 17 employees All other regions - 0 employees
Labor Relations Board	NA	Region 1=1
Labor Relations Board - Educational	N/A	0
Law Enforcement Training and Standards Board	0	0
Lottery	n/a	Region 1 - 2 employees
Medical District Commission	NA	0
Military Affairs	N/A	N/A
Natural Resources	Lack of Candides Technical Skills Set Operational needs	Region 1 Cook County - 1 Region 7 Sangamon County - 1
Office of Executive Inspector General	N/A	The OEIG has one staff memeber in Region 1 that receives bilingual supplemental pay.
Pollution Control Board	NA	0
Prisoner Review Board	n/a	Region 7 - 1
Property Tax Appeal Board	NA	0
Public Health	n/a	Region 1 (Chicago, Bellwood, W. Chicago) 9 staff Region 7 (Springfield) 14 staff
Racing Board	N/A	0

FY 2014 Bilingual Needs and Bilingual Pay Survey

Agency Name	Why were agency positions designated with language options revised to delete the language option?	Based on the Department of Human Rights regions please list the number of staff that receive bilingual supplemental pay in each region.
Revenue	N/A	Region 1 - 13 Region 7 - 3
Sentencing Policy Advisory Council	0	0
State Fire Marshal	N/A	1 - Region 1 1 - Region 7
State Police	N/A	Region 1 - 1
State Police Merit Board	n/a	0
State Retirement Systems	NA	0
Tax Tribunal	N/A	0
Transportation	NA	Region 1: 11; Region 2: 1; Region 4: 1, Region 7: 1
Veterans Affairs	NA	Veterans' Affairs has one employee in Region One, Cook County receiving bilingual supplemental pay.
Workers Compensation Commission	N/A	3 IN REGION 1 ONLY

Appendix 5

Illinois Department of Human Rights
Agency EEO/Affirmative Action Profile

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department on Aging

Director: John K. Holton, Ph.D. **EEO/AA Officer:** Roseanne McNamara

Agency Workforce: 145 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

Agency at parity for all affirmative action groups.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Agriculture

Director: Robert F. Flider **EEO/AA Officer:** Brent Eggleston

Agency Workforce: 371 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 32 Females, 1 African American, and 2 Asians. For minorities, during this quarter, there were 4 opportunities that did not address these goals. For females, there were 3 opportunities and 2 or 67% addressed this goal. This agency is at parity for people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/13, agency underutilization was 30 Females, 1 African American, and 2 Asians. For minorities, during this quarter, there was 1 opportunity that did not address these goals. For females, there were 2 opportunities and 1 or 50% addressed this goal.

THIRD QUARTER (1/1/14 THROUGH 3/31/14)

As of 1/1/14, agency underutilization was 29 Females, 1 African American, and 2 Asians. For minorities, during this quarter, there were no opportunities to address these goals. For females, there was 1 opportunity and 1 or 100% addressed this goal.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14, agency underutilization was 28 Females, 1 African American, and 2 Asians. For minorities, during this quarter, there were 2 opportunities that did not address these goals. For females, there was 1 opportunity that did not address this goal.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 32 Females, 1 African American, and 2 Asians. For minorities, during the year, there were 7 opportunities that did not address these goals. For females, there were 7 opportunities and 4 or 57% addressed this goal. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were too few opportunities to address minority and female goals.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Arts Council

Executive Director: Tatiana Gant **EEO/AA Officer:** Romie Muñoz

Agency Workforce: 14 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

*This agency was not required to calculate utilization because it has less than ten employees in any of the EEO job categories. Any analysis conducted with a value of less than ten would be considered unreliable.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Capital Development Board

Executive Director: Jim Underwood **EEO/AA Officer:** Heather Humphrey

Agency Workforce: 135 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 12 Females, 2 African Americans, and 1 Asian. For minorities, there were no opportunities to address these goals. For females, there was 1opportunity and 1 or 100% addressed this goal. The agency is at parity for people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/13, agency underutilization was 11 Females, 2 African Americans, and 1 Asian. For minorities, there were no opportunities to address these goals. For females, there were 2 opportunities and 1 or 100% addressed this goal.

THIRD QUARTER (1/1/14 THROUGH 3/31/14)

As of 1/1/14, agency underutilization was 10 Females, 2 African Americans, and 1 Asian. For minorities, there were 3 opportunities that did not address these goals. For females, there was 1 opportunity that did not address this goal.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14 agency underutilization was 10 Females, 2 African Americans, and 1 Asian. For minorities there was 1 opportunity and 1 or 100% (1 African American) addressed these goals. For females, there was 1 opportunity that did not address this goal.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 12 Females, 2 African Americans, and 1 Asian. For minorities, during the year there were 4 opportunities and 1 or 25% (1 African American) addressed these goals. For females, there were 5 opportunities and 2 or 40% addressed this goal. The agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were too few opportunities to address the minority and female goals.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Central Management Services

Acting Director: Simone McNeil **EEO/AA Officer:** Fred Stewart

Agency Workforce: 1,440 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 70 Females, 4 African Americans, 33 Hispanics, and 2 Asians. For minorities, during this quarter, there were 4 opportunities that did not address these goals. For females, there were 8 opportunities and 4 or 50% addressed these goals. This agency is at parity for people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/13, agency underutilization was 66 Females, 4 African Americans, 33 Hispanics, and 2 Asians. For minorities, during this quarter, there were four opportunities that failed to address these goals. For females, there were 8 opportunities and 3 or 38% addressed this goal.

THIRD QUARTER (1/1/14 THROUGH 3/31/14)

As of 1/1/14, agency underutilization was 63 Females, 4 African Americans, 33 Hispanics, and 2 Asians. For minorities, during this quarter, there were no opportunities to address these goals. For females, there were 6 opportunities and 3 or 50% addressed this goal.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14, agency underutilization was 60 Females, 4 African Americans, 33 Hispanics, and 2 Asians. For minorities, during this quarter, there was one opportunity, 1, 1Hispanic, or 100%, addressed these goals. For females, there were 13 opportunities and 11 or 85% addressed this goal. This agency is at parity for people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 70 Females, 4 African Americans, 33 Hispanics, and 2 Asians. For minorities, during the year, there were 8 opportunities and 1 or 13% (1 Hispanic) addressed these goals. For females, there were 35 opportunities and 21 or 60% addressed this goal. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were too few opportunities to address the minority goals.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Children and Family Services

Acting Director: Bobbie Gregg **EEO/AA Officer:** Shelia Riley

Agency Workforce: 2,619 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 2 African Americans, 2 Hispanics, and 69 Asians . For minorities, during this quarter, there were 6 opportunities and 3 or 50% (3 Asians) addressed these goals. This agency is at parity for females. This agency is at parity for people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/13, agency underutilization was 2 African Americans, 2 Hispanics, and 66 Asians. For minorities, during this quarter, there were 11 opportunities and 3 or 27% (1 African American and 2 Asians) addressed these goals.

THIRD QUARTER (1/1/14 THROUGH 3/31/14)

As of 1/1/14, agency underutilization was 1 African American, 2 Hispanics, and 64 Asians. For minorities, during this quarter, there were 5 opportunities and 2 or 40% (2 Asians) addressed these goals.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14, agency underutilization was 1 African American, 2 Hispanics, and 62 Asians. For minorities, during this quarter, there were 6 opportunities and 1 or 17% (1 African American) addressed these goals.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Agency underutilization at the beginning of FY14 was 2 African Americans, 2 Hispanics, and 69 Asians. For minorities, during the year, there were 28 opportunities and 9 or 32% (2 African Americans and 7 Asians) addressed these goals. This agency is at parity for females. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

Agency achieved parity for African Americans.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Civil Service Commission

Executive Director: Daniel Stralka **EEO/AA Officer:** Andrew Barris

Agency Workforce: 3 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

*This agency was not required to calculate utilization because it has less than ten employees in any of the EEO job categories. Any analysis conducted with a value of less than ten would be considered unreliable.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Commerce and Economic Opportunity

Director: Adam Pollet **EEO/AA Officer:** Victoria Dawn Benn

Agency Workforce: 359 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 1 Hispanic and 4 Asians. For minorities, during this quarters, there were 2 opportunities and 1 or 50% (1 Asian) addressed these goals. This agency is at parity for women and people with disabilities.

SECOND THROUGH FOURTH QUARTERS (10/1/13 THROUGH 6/30/14)

As of 10/1/13, agency underutilization was 1 Hispanic and 3 Asians. For minorities, during this quarters, there were no opportunities to address these goals.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 1 Hispanics and 4 Asians. For minorities, during the year, there were 2 opportunities and 1 or 50% (1 Asian) addressed these goals. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*The agency had too few opportunities to address the minority goals to consider for affirmative action evaluation.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Commerce Commission

Executive Director: Jonathan Feipel **EEO/AA Officer:** Leigh Ann Myers

Agency Workforce: 236 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 21 Females, 1 Hispanic, and 4 Asians. For minorities, during this quarter, there were 3 opportunities that did not address these goals. For females, there were no opportunities to address this goal. This agency is at parity for people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/13, agency underutilization was 21 Females, 1 Hispanic, and 4 Asians. For minorities, during this quarter, there was one opportunity to address minority goals. For females, there were no opportunities to address this goal. This agency is at parity for people with disabilities.

THIRD THROUGH FOURTH QUARTERS (1/1/14 THROUGH 6/30/14)

As of 1/1/14, agency underutilization was 21 Females, 1 Hispanic, and 4 Asians. For minorities and females during these quarters, there were no opportunities to address these goals. This agency is at parity for people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 21 Females, 1 African American, and 4 Asians. For minorities, during the year, there were 4 opportunities that did not address these goals. For females, there were no opportunities to address these goals. This agency is at parity for people with disabilities.

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were too few opportunities to address the minority and female goals.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Corrections

Director: Salvador Godinez **EEO/AA Officer:** Fernando Chavarria

Agency Workforce: 11,050 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 579 Females, 47 African Americans, 26 Hispanics, 21 Asians, and 4 American Indians. For minorities, during this quarter, there were 5 opportunities and 4 or 80% (2 African Americans and 2 Asians) addressed these goals. For females, there were 162 opportunities and 38 or 23% addressed this goal. This agency is underutilized by 156 people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/13, agency underutilization was 541 Females, 45 African Americans, 26 Hispanics, 19 Asians, and 4 American Indians. For minorities, during this quarter, there were 19 opportunities and 2 or 11% (2 Asians) addressed these goals. For females, there were 31 opportunities and 15 or 48% addressed this goal. This agency is underutililized by 156 people with disabilities.

THIRD QUARTER (1/1/14 THROUGH 3/31/14)

As of 1/1/14, agency underutilization was 526 Females, 45 African Americans, 26 Hispanics, 17 Asians, and 4 American Indians. For minorities, during this quarter, there were 20 opportunities and 5 or 25% (2 African Americans, 1 Hispanic, and 2 Asians) addressed these goals. For females, there were 90 opportunities and 23 or 26% addresed this goal. This agency is underutililized by 154 people with disabilities.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14, agency underutilization was 503 Females, 43 African Americans, 25 Hispanics, 15 Asians, and 4 American Indians. For minorities, during this quarter, there were 10 opportunities and 3 or 30% (1 Hispanic, 1 Asian, and 1 American Indian) addressed these goals. For females, there were 67 opportunities and 12 or 18% addressed this goal. This agency is underutililized by 154 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 579 Females, 47 African Americans, 26 Hispanics, 21 Asians, and 4 American Indians. For minorities, during the year, there were 54 opportunities and 14 or 26% (4 African Americans, 2 Hispanics, 7 Asians, and 1 American Indian) addressed these goals. For females, there were 350 opportunities and 88 or 25% addressed this goal. This agency is underutililized by 154 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*The agency did not meet the minimum compliance criteria for females due to the fact that there are few females in the applicant pool. Furthermore, when reviewing the female and male hiring data both are hired at a comparable rate. The agency continues to make a good faith effort by recruiting females and minorities by participating in job fairs and contact with professional organizations.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Council on Developmental Disabilities

Executive Director: Sheila Romano **EEO/AA Officer:** Janinna Hendricks

Agency Workforce: 9 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

*This agency was not required to calculate utilization because it has less than ten employees in any of the EEO job categories. Any analysis conducted with a value of less than ten would be considered unreliable.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Criminal Justice Information Authority

Executive Director: Jack Cutrone **EEO/AA Officer:** Luz Agosto

Agency Workforce: 85 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 6 Hispanics. For minorities, during this quarter, there were no opportunities to address these goals. This agency is at parity for females. This agency is at parity for people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/13, agency underutilization was 6 Hispanics. For minorities, during this quarter, there were 2 opportunities and 1 or 50% (1 Hispanic) addressed these goals.

THIRD QUARTER (1/1/14 THROUGH 3/31/14)

As of 1/1/14, agency underutilization was 5 Hispanics. For minorities, during this quarter, there were no opportunities to address these goals.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14, agency underutilization was 5 Hispanics. For minorities, during this quarter, there was 1 opportunity and 1 or 100% (1 Hispanic) addressed these goals.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Agency underutilization at the beginning of FY14 was 6 Hispanics. For minorities, during the year, there were 3 opportunities and 2 or 67% (2 Hispanics) addressed this goal. This agency is at parity for females. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were too few opportunities to address the minority goals.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Deaf and Hard of Hearing Commission

Director: John Miller **EEO/AA Officer:** Tonia Bogener

Agency Workforce: 7 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

*This agency was not required to calculate utilization because it has less than ten employees in any of the EEO job categories. Any analysis conducted with a value of less than ten would be considered unreliable.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Educational Labor Relations Board

Chairman: Lynne Sered

EEO/AA Officer: Renee Strickland

Agency Workforce: 10

Fiscal Year: 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

*****This agency was not required to calculate utilization because it has less than ten employees in any of the EEO job categories. Any analysis conducted with a value of less than ten would be considered unreliable.

FINDINGS

Agency in compliance [X]

Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Emergency Management Agency

Director: Jonathan E. Monken **EEO/AA Officer:** Kevin Moore

Agency Workforce: 201 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 12 Females, 1 Hispanic, and 1 Asian. For females and minorities, there were no opportunities to address these goals. This agency is at parity for people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/13, agency underutilization was 12 Females, 1 Hispanic, and 1 Asian. For minorities, there were no opportunities to address these goals during this quarters. For females, there was 1 opportunity, 1 or 100%, addressed these goals.

THIRD QUARTER (1/1/14 THROUGH 3/31//14)

As of 1/1/14, agency underutilization was 11 Females, 1 Hispanic, and 1 Asian. For minorities, there were no opportunities to address these goals during this quarters. For females, there were 2 opportunities, 2 or 100%, addressed these goals.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14, agency underutilization was 9 Females 1 Hispanic, and 1 Asian. For females, there were three opportunities to address these goals, 2 or 67% addressed these goals. For minorities, there were no opportunities to address these goals.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Agency underutilization at the beginning of FY14 was 12 Females, 1 Hispanic, and 1 Asian. There were no opportunities to address minority goals. For females, there were 6 opportunities to address these goals, and 5 or 83% addressed these goal. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were no opportunities to address the minority goals.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Employment Security

Director: Jay R. Rowell **Interim EEO/AA Officer:** Caroline Alamillo

Agency Workforce: 1,269 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 6 Females, 1 Hispanic, and 13 Asians. For minorities, during this quarter, there were no opportunities to address these goals. For females, there was 1 opportunity and 1 or 100% addressed this goal. This agency is at parity for people with disabilities.

SECOND THROUGH THIRD QUARTERS (10/1/13 THROUGH 3/31/14)

As of 10/1/13, agency underutilization was 5 Females, 1 Hispanic, and 13 Asians. For minorities, during these quarters, there were no opportunities to address these goals. For females, during these quarters, there were no opportunities to address this goal.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14, agency underutilization was 5 Females, 1 Hispanic, and 13 Asians. For minorities, during this quarter, there were 6 opportunities that did not address these goals. For females, there were no opportunities to address this goal.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Agency underutilization at the beginning of FY14 was 6 Females, 1 Hispanic, and 13 Asians. For minorities, during the year, there were 6 opportunities that did not address these goals. For females, there was 1 opportunity and 1 or 100% addressed this goal. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were too few opportunities to address the minority and female goals.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Environmental Protection Agency

Director: Lisa Bonnett **EEO/AA Officer:** Jill Johnson

Agency Workforce: 812 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginng of FY14 was 85 Females, 3 African Americans, and 2 Asians. For minorities, during this quarter, there was 1 opportunity that did not address these goals. For females, there were 6 opportunities and 4 or 67% addressed this goal. This agency is at parity for people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/13, agency underutilization was 81 Females, 3 African Americans, and 2 Asians. For minorities, during this quarter, there were 6 opportunities that did not address these goals. For females, there were 7 opportunities and 4 or 57% addressed this goal.

THIRD QUARTER (1/1/14 THROUGH 3/31/14)

As of 1/1/14, agency underutilization was 77 Females, 3 African Americans, and 2 Asians. For minorities, during this quarter, there were 2 opportunities that did not address these goals. For females, there were 3 opportunities and 3 or 100% addressed this goal.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14, agency underutilization was 74 Females, 3 African Americans, and 2 Asians. For minorities, during this quarter, there was 1 opportunity and 1 or 100% (1 African American) addressed these goals. For females, there were 13 opportunities and 7 or 54% addressed this goal.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Agency underutilization at the beginng of FY14 was 85 Females, 3 African Americans, and 2 Asians. For minorities, during the year, there were 10 opporutnities and 1 or 10% (1 African American) addressed these goals. For females, there were 29 opportunities and 18 or 62% addressed this goal. This agency is at aprity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were too few opportunities to address the minority goals.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Financial and Professional Regulation

Acting Secretary: Manuel Flores **EEO/AA Officer:** Vivian Toliver

Agency Workforce: 450 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 1 Female and 9 Asians. For minorities, during this quarter, there were 5 opportunities that did not address these goals. For females, there was 1 opportunity and 1 or 100% addressed this goal. Agency achieved parity for females. This agency is at parity for people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/13, agency underutilization was 9 Asians. For minorities, during this quarter, there were no opportunities to address these goals.

THIRD QUARTER (1/1/14 THROUGH 3/31/14)

As of 1/1/14, agency underutilization was 9 Asians. For minorities, during this quarter, there was 1 opportunity that did not address these goals.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14, agency underutilization was 9 Asians. For minorities, during this quarter, there were 3 opportunities that did not address these goals.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 1 Female and 9 Asians. For minorities, during the year, there were 9 opportunities that did not address these goals. For females, there was 1 opportunity and 1 or 100% addressed this goal. This agency at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were too few opportunities to address the minority goal. Agency achieved parity for females.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Office of the State Fire Marshal

Fire Marshal: Lawrence T. Matkaitis **EEO/AA Officer:** Jodi Schrage

Agency Workforce: 127 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 3 Females, 3 African Americans, and 1 Hispanic. For minorities, during this quarter, there was 1 opportunity that did not address these goals. For females, there were no opportunities to address this goal. This agency is at parity for people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/13, agency underutilization was 3 Females, 3 African Americans, and 1 Hispanic. For minorities, during this quarter, there were no opportunities to address these goals. For females, there was 1 opportunity that did not address this goal

THIRD THROUGH FOURTH QUARTERS (1/1/14 THROUGH 6/30/14)

As of 1/1/14, agency underutilization was 3 Females, 3 African Americans, and 1 Hispanic. For minorities, during these quarters, there were no opportunities to address these goals. For females, there were no opportunities to address this goal.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 3 Females, 3 African Americans, and 1 Hispanic. For minorities, during the year, there was one opportunity that did not address these goals. For females, during the year, there was one opportunity that did not address this goal. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were too few opportunities to address the minority and female goals.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Gaming Board

Administrator: Mark Ostrowski **EEO/AA Officer:** Karen Weathers

Agency Workforce: 164 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 14 Females, 1 Hispanic, and 3 Asians. For minorities, during this quarter, there were no opportunities to address these goals. For females, there were two opportunities, 1 or 50%, addressed this goal. This agency is underutililized by 1 person with a disability.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/13, agency underutilization was 13 Females, 1 Hispanic, and 3 Asians. For minorities, during this quarter, there were two opportunities that failed to address these goals. For females, there were no opportunities to address these goals. This agency is underutililized by 1 person with a disability.

THIRD QUARTER (1/1/14 THROUGH 3/31/14)

As of 1/1/14, agency underutilization was 13 Females, 1 Hispanic, and 3 Asians. For minorities, during this quarter, there were no opportunities to address these goals. For females, there were two opportunities and 2 females addressed this goal. This agency is underutililized by 1 person with a disability.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14*)*

As of 4/1/14, agency underutilization was 11 Females, 1 Hispanic, and 3 Asians. For minorities, during this quarter, there were no opportunities to address these goals. For females during this quarter, there were 2 opportunities, 2 or 100% addressed these goals. This agency is at parity for people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 14 Females, 1 Hispanic, and 3 Asians. For minorities, during the year, there were 2 opportunities that did not address these goals. For females, there were 6 opportunities, 5 or 83% addressed these goals. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Guardianship and Advocacy Commission

Director: Dr. Mary L. Milano **EEO/AA Officer:** Tedd Ward

Agency Workforce: 106 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST THROUGH FOURTH QUARTERS (7/1/13 THROUGH 6/30/14)

Agency underutilization for the beginning of FY14 was 2 Asians. For minorities, there were no opportunities to address this goal. This agency is at parity for females. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*No opportunities to address the minority goal.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Healthcare and Family Services

Director: Julie Hamos **EEO/AA Officer:** Derrick Davis

Agency Workforce: 2,081 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 9 African Americans, 7 Hispanics, and 3 Asians. For minorities, during this quarter, there were 3 opportunities and 2 or 67% (2 Hispanics) addressed these goals. This agency is at parity for females. This agency is at parity for people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/13, agency underutilization was 9 African Americans, 5 Hispanics, and 3 Asians. For minorities, during this quarter, there were 8 opportunities and 4 or 50% (3 African Americans and 1 Hispanic) addressed these goals.

THIRD QUARTER (1/1/14 THROUGH 3/31/14)

As of 1/1/14, agency underutilization was 6 African Americans, 4 Hispanics, and 3 Asians. For minorities, during this quarter, there were 6 opportunities and 4 or 67% (1 African American and 3 Hispanics) addressed these goals.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14, agency underutilization was 5 African Americans, 1 Hispanic, and 3 Asians. For minorities, during this quarter, there were 8 opportunities and 1 or 13% (1 African American) addressed these goals.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 9 African Americans, 7 Hispanics, and 3 Asians. During the year, there were 25 opportunities and 11 or 44% (5 African Americans and 6 Hispanics) addressed these goals. This agency is at parity for females. The agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Historic Preservation Agency

Director: Amy Martin **EEO/AA Officer:** Dawn DeFraties

Agency Workforce: 164 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST THROUGH SECOND QUARTERS (7/1/13 THROUGH 12/31/13)

Agency underutilization at the beginning of FY14 was 5 Females and 2 African Americans. For females during these quarters, there were no opportunities to address this goal this quarter. For minorities, there were no opportunities to address these goals. This agency is at parity for people with disabilities.

THIRD QUARTER (1/1/14 THROUGH 3/31/14)

As of 1/1/14, agency underutilization was 5 Females and 2 African Americans. For females, there was one opportunity, and 1 female, or 100%, addressed this goal this quarter. For minorities, there were no opportunities to address these goals. This agency is at parity for people with disabilities.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14, agency underutilization was 4 Females and 2 African Americans. For females, there were no opportunities to address this goal this quarter. For minorities, there were no opportunities to address these goals. This agency is at parity for people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 5 Females and 2 African Americans. For minorities, during the year, there were no opporutnities to address this goal. For females, there was one opportunity, and 1 female, or 100%, addressed this goal. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were no opportunities to address the minority goals and too few opportunities to address the female goals.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Human Rights Commission

Executive Director: N. Keith Chambers **EEO/AA Officer:** Dr. Ewa I. Ewa

Agency Workforce: 19 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

*This agency was not required to calculate utilization because it has less than ten employees in any of the EEO job categories. Any analysis conducted with a value of less than ten would be considered unreliable.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Human Rights

Director: Rocco J. Claps **EEO/AA Officer:** Michelle Dirksen

Agency Workforce: 140 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 5 African Americans and 4 Asians. During this quarter there was 1 opportunity and 1 or 100% (1 African American) addressed the minority goals. This agency is at parity for females. This agency is at parity for people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/13, agency underutilization was 4 African Americans and 4 Asians. During this quarter, there were no opportunities to address the minority goals.

THIRD QUARTER (1/1/14 THROUGH 3/31/14)

As of 10/1/13, agency underutilization was 4 African Americans and 4 Asians. During this quarter, there were 5 opportunities and 5 or 100% (3 African Americans and 2 Asians) addressed the minority goals.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14, agency underutilization was 1 African American and 2 Asians. During this quarter, there were no opportunities to address the minority goals.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 5 African Americans and 4 Asians. During the year, there were 6 opportunities and 6 or 100% (4 African Americans and 2 Asians) addressed the minority goals. The agency is at parity for females. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were too few opportunities to address the minority goals.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Human Services

Secretary: Michelle R. B. Saddler **EEO/AA Officer:** Anna D'Ascenzo

Agency Workforce: 11,898 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities		X	
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 61 Females, 21 African Americans, 122 Hispanics, 138 Asians, and 1 Native American. For minorities, during this quarter, there were 27 opportunities and 1 or 4% (1 Asian) addressed these goals. For females, there were 5 opportunities and 3 or 60% addressed this goal. This agency is at parity for people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/13, agency underutilization was 58 Females, 21 African Americans, 122 Hispanics, 137 Asians, and 1 Native American. For minorities, during this quarter, there were 74 opportunities and 7 or 9% (3 Asians 3 Hispanics, and 1 Asian) addressed these goals. For females, there were 72 opportunities to address this goal and 29 or 40% addressed this goal.

THIRD QUARTER (1/1/14 THROUGH 3/31/14)

As of 1/1/14, agency underutilization was 29 Females, 21 African Americans, 119 Hispanics, 136 Asians, and 1 Native American. For minorities, during this quarter, there were 59 opportunities and 9 or 15% (3 Hispanics, 3 African Americans, and 3 Asians) addressed these goals. For females, there were 3 opportunities and 2 or 67% addressed this goal.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14, agency underutilization was 27 Females, 18 African Americans, 116 Hispanics, 133 Asians, and 1 Native American. For minorities, during this quarter, there were 53 opportunities and 9 or 17% (2 African Americans and 7 Asians) addressed these goals. For females, there were 4 opportunities that did not address this goal.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 61 women, 21 African Americans, 122 Hispanics, 138 Asians, and 1 Native American. For minorities, during the year, there were 214 opportunities and 26 or 12% (6 Hispanics, 8 African Americans, and 12 Asians) addressed these goals. For females, there was 84 opportunities, and 34 or 40% addressed this goal. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [ ] Agency in non-compliance [X]

RECOMMENDATIONS/COMMENTS

This agency was at parity for people with disabilities at the beginning of the year and continued to hire during the year through the Successful Disability Opportunities program, which is to be commended. There were 84 opportunities to address the female goals, and 34 or 40%, addressed these goals, which exceeds the Department of Human Rights' standard of 37% for female goal performance. The agency failed to meet the Department of Human Rights' standard for minority goals of 25%, and a referral will be made to the Department of Central Management Services for training.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Independent Tax Tribunal

Director: James Conway

EEO/AA Officer: Kristene Callanta

Agency Workforce: 3

Fiscal Year: 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.			
2. Met minimum compliance criteria:			
a. Minorities			
b. Females			
3. Agency's EEO/AA policy has been disseminated throughout the agency.			
4. Appropriate EEO/AA training programs.			
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.			
6. Timely submission of required reports.			
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.			

AFFIRMATIVE ACTION PERFORMANCE

FINDINGS

Agency in compliance ☐ Agency in non-compliance ☐

RECOMMENDATIONS/COMMENTS

The Illinois General Assembly created the Independent Tax Tribunal (PA 97-1129) as an independent state agency according to the Illinois Independent Tax Tribunal Act of 2012 (35 ILCS 1010/). The agency started in the third quarter of fiscal year 2014.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Insurance

Director: Andrew Boron **EEO/AA Officer:** Ryan Gillespie

Agency Workforce: 243 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 2 Females. For minorities, the agency is at parity. For females, there was 1 opportunity and 1 or 100% addressed this goal. This agency is at parity for people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

Agency underutilization at the beginning of FY14 was 1 Female. For females, there was 1 opportunity and 1 or 100% addressed this goal. Agency achieved parity.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

The agency is at parity for all affirmative action groups.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: State Board of Investment

Executive Director: William R. Atwood **EEO/AA Officer:** Alise White

Agency Workforce: 11 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

*****This agency was not required to calculate utilization because it has less than ten employees in any of the EEO job categories. Any analysis conducted with a value of less than ten would be considered unreliable.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Juvenile Justice

Acting Director: Candice Jones **Interim EEO/AA Officer:** Fernando Chavarria

Agency Workforce: 1,003 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 136 Females, 8 Hispanics, and 34 Asians. For minorities, during this quarter, there were 5 opportunities and 1 or 20% (1 Asian) addressed these goals. For females, there were 25 opportunities and 13 or 52% addressed this goal. This agency is at parity for people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/13, agency underutilization was 123 Females, 8 Hispanics, and 33 Asians. For minorities, during this quarter, there were 5 opportunities that did not address these goals. For females, there were 3 opportunities and 1 or 33% addressed this goal.

THIRD QUARTER (1/1/14 THROUGH 3/31/14)

As of 1/1/14, agency underutilization was 122 Females, 8 Hispanics, and 33 Asians. For minorities, during this quarter, there was 1 opportunity and 1 or 100% (1 Asian) addressed these goals. For females, there were 23 opportunities and 23 or 100% addressed this goal.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14*)*

As of 4/1/14, agency underutilization was 99 Females, 8 Hispanics, and 32 Asians. For minorities, during this quarter, there were 3 opportunities and 2 or 67% (1 Hispanic and 1 Asian) addressed these goals. For females, there were 32 opportunities and 14 or 44% addressed this goal.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 136 Females, 8 Hispanics, and 34 Asians. For minorities, during the year, there were 14 opportunities and 4 or 29% (1 Hispanic and 3 Asians) addressed these goals. For females, there were 83 opportunities and 51 or 61% addressed this goal. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Labor

Director: Joseph Costigan **EEO/AA Officer:** Salvatore Calace

Agency Workforce: 90 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

Agency at parity for all affirmative action groups.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Labor Relations Board

Executive Director: Melissa Mlynski **EEO/AA Officer:** Carla Stone

Agency Workforce: 16 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST THROUGH FOURTH QUARTERS (7/1/13 THROUGH 6/30/14)

Agency underutilization at the beginning of FY14 was 1Asian. During these quarters there were no opportunities to address this goal. The agency is at parity for females. The agency is underutilized by 1 person with a disability.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were no opportunities to address the minority goal.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Law Enforcement Training and Standards Board

Executive Director: Kevin McClain **EEO/AA Officer:** Anthony Raffety

Agency Workforce: 17 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.		X	
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.		X	

AFFIRMATIVE ACTION PERFORMANCE

*This agency was not required to calculate utilization because it has less than ten employees in any of the EEO job categories. Any analysis conducted with a value of less than ten would be considered unreliable.

FINDINGS

Agency in compliance [ ] Agency in non-compliance [X]

RECOMMENDATIONS/COMMENTS

This agency failed to complete its sexual harassment prevention training and post its sexual harassment prevention policy. The agency must post its sexual harassment prevention policy immediately and conduct annual sexual harassment prevention training programs. In addition, the agency must provide the Department copies of attendance sheets with the names of staff members in attendance at these programs and must ensure that make-up training sessions are provided for those unable to attend the original programs.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Lottery

Superintendent: Michael J. Jones **EEO/AA Officer:** Lydia S. Mills

Agency Workforce: 135 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 1 Female, 1 African American and 2 Asians. For minorities during this quarter, there was one opportunity to hire/promote in the underutilized categories that did not address these goals. For females during this quarter, there was one opportunity to hire/promote in the underutilized category that did not address these goals. This agency is at parity for people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/13, agency underutilization was 1 Female, 1 African American and 2 Asians. For minorities during this quarter, there were no opportunities to hire/promote in the underutilized categories. For females during this quarter, there was one opportunity to hire/promote in the underutilized category, 1 or 100% addressed this goal. This agency is at parity for people with disabilities.

THIRD QUARTER (1/1/14 THROUGH 3/31/14)

As of 1/1/14 agency underutilization was 1 African American and 2 Asians. For minorities during this quarter there were one opportunity to hire/promote in the underutilized categories, 1 Asian or 100%, addressed these goals. The agency is at parity for females and people with disabilities.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14 agency underutilization was 1 African American and 1 Asian. For minorities during this quarter there were no opportunities to hire/promote in the underutilized categories. The agency is at parity for females and people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 1 Female, 1 African American and 2 Asians. For minorities, during the year, there were 2 opportunities, and 1 (1 Asian), or 50%, addressed these goals. For females, there were 2 opportunities and 1 or 50% addressed this goal. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were too few opportunities to address minority goals this year. Parity was achieved for females.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Medical District Commission

Executive Director: Warren Ribley **EEO/AA Officer:** Kesner Bienvenu

Agency Workforce: 15 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

*This agency was not required to calculate utilization because it has less than ten employees in any of the EEO job categories. Any analysis conducted with a value of less than ten would be considered unreliable.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Military Affairs

Brigadier General: Daniel M. Krumrei **EEO/AA Officer:** Anthony L. Boster

Agency Workforce: 213 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST THROUGH THIRD QUARTERS (7/1/13 THROUGH 3/31/14)

Agency underutilization at the beginning of FY14 was 23 Females, and 2 Hispanics. For minorities during these quarters, there were no oportunities to address this goal. For females during these quarters, there were no oportunities to address this goal.This agency is at parity for people with disabilities.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14, agency underutilization was 23 Females, and 2 Hispanics. For minorities, during this quarter, there were no opportunities to address this goal. For females, there was one opportunity that did not address this goal.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 23 Females and 2 Hispanics. For minorities, during the year, there were no opportunities to address this goal. For females, there was one opportunity that did not address this goal. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were too few opportunities to address the female goals and no opportunities to address the minority goals.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Natural Resources

Director: Marc Miller **EEO/AA Officer:** Gloria Williams

Agency Workforce: 1,167 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:		X	
a. Minorities		X	
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 117 Females, 21 African Americans, 12 Hispanics, and 7 Asians. For minorities, during this quarter, there was 1 opportunity, that did not address these goals. For females, there were 15 opportunities, 5 or 33% addressed these goals. This agency is at parity for people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/13, agency underutilization was 112 Females, 21 African Americans, 12 Hispanics, and 7 Asians. For minorities, during this quarter, there were 6 opportunities to address these goals which did not address these goals. For females, there were 9 opportunities to address these goals, 2 or 22% addressed these goals.

THIRD QUARTER (1/1/14 THROUGH 3/31/14)

As of 1/1/14, agency underutilization was 110 Females, 21 African Americans, 12 Hispanics, and 7 Asians. For minorities, during this quarter, there were 2 opportunities, 1 or 50%, 1 Asian addressed these goals. For females, there were 6 opportunities and 2 or 33% addressed this goal.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14, agency underutilization was 108 Females, 21 African Americans, 12 Hispanics, and 6 Asians. For minorities, during this quarter, there were 8 opportunities that did not address these goals. For females, there were 10 opportunities that did not address this goal.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 117 Females, 21 African Americans, 12 Hispanics, and 7 Asians. For minorities, during the year, there were 17 opportunities, 1 or 6% (1 Asian) addressed these goals. For females, there were 39 opportunities and 8 or 21% addressed this goal. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

This agency used the Successful Disability Opportunities program many times throughout the year and is commended for its hiring of people with disabilities. Although the agency's performance in regards to hiring women was only 21%, and its performance in regards to hiring minorities was only 6%, the agency conducted substantial outreach to attract minorities and women, and in most cases the availability of qualified individuals for the specialized vacancies that this agency has is low. For these reasons, the Department finds that agency made a good faith effort in addressing its affirmative action goals and is given an exception for failing to meet DHR's minimum compliance criteria.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: State Police

Director: Hiram Grau **Interim EEO/AA Officer:** Acting Lieutenant Christy White

Agency Workforce: 2,869 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities		X	
b. Females		X	
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 10/30/13)

Agency underutilization at the beginning of FY14 was 61 Females, 50 African Americans, 19 Hispanics, 25 Asians, and 3 American Indians. For minorities, during this quarter, there were 5 opportunities to address these goals, 1 African American or 20%, addressed these goals. For females, there were no opportunities to address this goal. This agency is underutililized by 28 people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 1/1/14, agency underutilization was 61 Females, 49 African Americans, 19 Hispanics, 25 Asians, and 3 American Indians. For minorities, during this quarter, there were 37 opportunities, 6(4 African Americans, 2 Hispanic) or 16% addressed these goals. For females, there was 27 opportunities and 2 or 7% addressed this goal. This agency is underutililized by 28 people with disabilities.

THIRD QUARTER (1/1/14 THROUGH 3/31/14)

As of 1/1/14, agency underutilization was 59 Females, 45 African Americans, 17 Hispanics, 25 Asians, and 3 American Indians. For minorities, during this quarter, there were 6 opportunities, 2 (1 African American and 1 Hispanic) or 33% addressed these goals. For females, there was no opportunities and to address this goal. This agency is underutililized by 28 people with disabilities.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14, agency underutilization was 59 Females, 44 African Americans, 16 Hispanics, 25 Asians, and 3 American Indians. For minorities, during this quarter, there were 31 opportunies to address these goals, 3 or 10%% (3 African Americans) addressed this goal. For females, there were 29 opportunities to address this goal, 3 or 10% addressed the goal. This agency is underutililized by 28 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 61 Females, 50 African Americans, 19 Hispanics, 25 Asians, and 3 American Indians. For minorities, during the year, there were 79 opportunities and 12 or 15% (9 African Americans and 3 Hispanic) addressed these goals. For females, there were 56 opportunities and 5 or 9% addressed this goal. This agency is underutililized by 28 people with disabilities.

FINDINGS

Agency in compliance [ ] Agency in non-compliance [X]

RECOMMENDATIONS/COMMENTS

This agency failed to meet the DHR standard of 37% for female goals, in that it addressed such goals only 9% of the time. The agency also failed to meet the DHR standard of 25% for minority goals, in that it addressed such goals only 15% of the time. ISP will be referred to the Department of Central Management Services for assistance in providing training to meet the minority and female affirmative action goals. Finally, the agency failed to address its underutilization of people with disabilities. It is recommended that the agency request the SD list each time there is a Code vacancy for which such a list exists.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: State Police Merit Board

Executive Director: Ronald P. Cooley **EEO/AA Officer:** Melinda G. Gutierrez

Agency Workforce: 4 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

*This agency was not required to calculate utilization because it has less than ten employees in any of the EEO job categories. Any analysis conducted with a value of less than ten would be considered unreliable.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Pollution Control Board

Executive Director: Thomas Johnson **EEO/AA Officer:** Kathryn L. Griffin

Agency Workforce: 24 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	**X**		
2. Met minimum compliance criteria:			
a. Minorities	**X**		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	**X**		
4. Appropriate EEO/AA training programs.	**X**		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	**X**		
6. Timely submission of required reports.	**X**		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			**X**
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	**X**		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	**X**		

AFFIRMATIVE ACTION PERFORMANCE

This agency is at parity for all affirmative action groups.

FINDINGS

Agency in compliance [**X**] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Prisoner Review Board

Chairman: Adam Monreal **EEO/AA Officer:** Nichole Damhoff

Agency Workforce: 17 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

*This agency was not required to calculate utilization because it has less than ten employees in any of the EEO job categories. Any analysis conducted with a value of less than ten would be considered unreliable.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Property Tax Appeal Board

Executive Director: Louis Apostol **EEO/AA Officer:** Becky Hesse

Agency Workforce: 32 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	**X**		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	**X**		
4. Appropriate EEO/AA training programs.	**X**		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	**X**		
6. Timely submission of required reports.	**X**		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			**X**
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	**X**		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	**X**		

AFFIRMATIVE ACTION PERFORMANCE

*This agency was not required to calculate utilization because it has less than ten employees in any of the EEO job categories. Any analysis conducted with a value of less than ten would be considered unreliable.

The agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Public Health

Director: LaMar Hasbrouck, M.D., M.P.H. **EEO/AA Officer:** Robin Tucker-Smith

Agency Workforce: 1,143 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST THROUGH THIRD QUARTERS (7/1/13 THROUGH 3/31/14)

Agency underutilization at the beginning of FY14 was 3 Asians. For minorities, during these quarters, there were no opportunities to address this goal. The agency is at parity for females. This agency is at parity for people with disabilities.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14, agency underutilization was 3 Asians. For minorities, during this quarter, there was one opportunity that did not address this goal.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 3 Asians. For minorities, during the year, there was one opportunity that did not address this goal. The agency is at parity for females. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were too few opportunities to address the minority goal. The agency is at parity for females.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Racing Board

Executive Director: Marc Laino **EEO/AA Officer:** Kathy Laurent

Agency Workforce: 50 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST THROUGH FOURTH QUARTERS (7/1/13 THROUGH 6/30/14)

Agency underutilization at the beginning of FY14 was 1 Female. For females, there were no opportunities during these quarters. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were no opportunities to address this goal.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: State Retirement Systems

Executive Secretary: Timothy B. Blair **EEO/AA Officer:** Denise Connelly

Agency Workforce: 100 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THRUOGH 9/30/13)

Agency underutilization at the beginning of the year was 1 African American, 2 Hispanics, and 1 Asian. There was one opportunity, 1 Asian, or 100%, that addressed this goal this quarter. The agency is at parity for females and people with disabilities.

SECOND QUARTER (10/1/13 THRUOGH 12/31/13)

As of 10/1/13 agency underutilization was 1 African American and 2 Hispanics. There were two opportunities that did not address this goal this quarter.

THIRD QUARTER (1/1/14 THRUOGH 3/31/14)

As of 1/1/14 underutilization was 1 African American and 2 Hispanics. During the quarter there was one opportunity to address this goal, 1 African American or 100%, addressed the goal.

FOURTH QUARTER (4/1/14 THRUOGH 6/30/14)

As of 4/1/14 underutilization was 2 Hispanics. During the quarter there were no opportunities to address this goal.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 1 African American, 2 Hispanics, and 1 Asian. For minorities, during the year, there were 4 opportunities, 2 (1 African American and 1 Asian), or 50%, that addressed this goal. This agency is at parity for females and people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were too few opportunities to address the minority goal during the year.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Revenue

Director: Brian A. Hamer **EEO/AA Officer:** Ruby Taylor

Agency Workforce: 1,638 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 9 Females, 10 African Americans, 6 Hispanics, and 5 Asians. For minorities, during this quarter, there were 29 opportunities and 8 or 28% (5 African Americans, 1 Hispanic, and 2 Asians) addressed these goals. For females, during this quarter, there were 8 opportunities and 8 or 100% addressed these goals.The agency is at parity for people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/3, underutilization was 1 Female, 5 African Americans, 5 Hispanics, and 3 Asians. For minorities, during the quarter, there were 4 opportunities and 2 or 50% (1 African American and 1 Hispanic) addressed these goals. There were no opportunities to address female goals. The agency is at parity for people with disabilities.

THIRD QUARTER (1/1/14 THROUGH 3/31/14)

As of 1/1/14 underutilization was 1 Female, 4 African Americans, 4 Hispanics, and 3 Asians. For minorities, during the quarter, there were 4 opportunities and 1 or 25% (1 African American) addressed these goals. There were no opportunities to address female goals. The agency is at parity for people with disabilities.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14 underutilization was 1 Female, 3 African Americans, 4 Hispanics, and 3 Asians. For minorities, during the quarter, there were 5 opportunities and 2 or 40% (1 African American and 1 Hispanic) addressed these goals. There were no opportunities to address female goals. The agency is at parity for people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 9 Females, 10 African Americans, 6 Hispanics, and 5 Asians. For minorities, during the year, there were 42 opportunities and 13 or 31% (8 African Americans, 3 Hispanics, and 2 Asians) addressed these goals. There were 8 opportunities to address female goals, and 8 or 100% addressed these goals. The agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Transportation

Acting Secretary: Erica J. Borggren **EEO/AA Officer:** Karen Ward

Agency Workforce: 5,333 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	X		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 918 Females, 48 African Americans, 157 Hispanics, 38 Asians, and 1 American Indian. For minorities, during this quarter, there were 9 opportunities and 7 or 78% (3 African Americans and 4 Hispanics) addressed these goals. For females, there were 25 opportunities and 16 or 64% addressed this goal. This agency is underutilized by 167 people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/13, agency underutilization was 902 Females, 45 African Americans, 153 Hispanics, 38 Asians, and 1 American Indian. For minorities, during this quarter, there were no opportunities to address these goals. For females, there were 16 opportunities and 11 or 69% addressed this goal. This agency is underutililized by 166 people with disabilities.

THIRD QUARTER (1/1/14 THROUGH 3/31/14)

As of 1/1/14, agency underutilization was 891 Females, 45 African Americans, 153 Hispanics, 38 Asians, and 1 American Indian. For minorities, during this quarter, there were 2 opportunities and 2 or 100% (1 African American and 1 Hispanic) addressed these goals. For females, there were 9 opportunities and 9 or 100% addressed this goal. This agency is underutililized by 166 people with disabilities.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14, agency underutilization was 882 Females, 44 African Americans, 152 Hispanics, 38 Asians, and 1 American Indian. For minorities, during this quarter, there were 5 opportunities and 3 or 60% (3 Hispanics) addressed these goals. For females, there were 5 opportunities and 2 or 40% addressed this goal. This agency is underutililized by 164 people with disabilities.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Agency underutilization at the beginning of FY14 was 918 Females, 48 African Americans, 157 Hispanics, 38 Asians, and 1 American Indian. For minorities, during the year, there were 16 opportunities and 12 or 75% (4 African Americans and 8 Hispanics) addressed these goals. For females, there were 55 opportunities and 38 or 69% addressed this goal. This agency is underutililized by 164 people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

The agency is underutilized by 164 people with disabilities and has not made much progress in addressing this underutilization. In FY15, the agency should request the Successful Disability Opportunities list for each hiring opportunity for which a list exists.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Department of Veterans' Affairs

Acting Director: Rodrigo Garcia **EEO/AA Officer:** Fee Habtes

Agency Workforce: 1,332 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities		X	
b. Females	*		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.	X		
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.			X
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 3 Females, 13 African Americans, and 5 Hispanics. For minorities, during this quarter, there were six opportunities that did not address these goals. For females, there were no opportunities to address the female goal. This agency is underutilized by 4 people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/13, underutilization was 3 Females, 13 African Americans, and 5 Hispanics. For minorities, during this quarter, there were 8 opportunities and 2 or 25% (1 African American and 1 Hispanic) addressed these goals. For females, there were no opportunities to address the female goal.This agency is underutilized by 4 people with disabilities.

THIRD QUARTER (1/1/14 THROUGH 3/31/14)

As of 1/1/14, underutilization was 3 Females, 12 African Americans, and 4 Hispanics. For minorities, during this quarter, there were 11 opportunities and 3 or 27% (3 African Americans) addressed these goals. For females, there were no opportunities to address the female goal.The agency is at parity for people with disabilities.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14*)*

As of 4/1/14, underutilization was 3 Females, 9 African Americans, and 4 Hispanics. For minorities, during this quarter, there was 12 opportunities that did not address these goals. For females, there were no opportunities to address the female goal.

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Agency underutilization at the beginning of FY14 was 3 Females, 13 African Americans, and 5 Hispanics. For minorities, there were 37 opportunities and 5 or 14% (4 African Americans and 1 Hispanic) addressed these goals. For females, there were no opportunities to address the female goal. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [ ] Agency in non-compliance [X]

RECOMMENDATIONS/COMMENTS

*There were no opportunities to address the female goal. The agency is at parity for people with disabilities. In regards to minority goal performance, 14% of opportunities addressed these goals. The Department of Human Rights' minimum compliance standard for minorities is 25%. The agency will be referred to the Department of Central Management Services for training.

ILLINOIS DEPARTMENT OF HUMAN RIGHTS
AGENCY EEO/AA PROFILE

Agency: Workers' Compensation Commission

Chairman: Michael P. Latz **EEO/AA Officer:** Alma Maxey

Agency Workforce: 159 **Fiscal Year:** 2014

COMPLIANCE CRITERIA

	Met	Not Met	N/A
1. Existence of an approved plan.	X		
2. Met minimum compliance criteria:			
a. Minorities	*		
b. Females	X		
3. Agency's EEO/AA policy has been disseminated throughout the agency.	X		
4. Appropriate EEO/AA training programs.	X		
5. Inclusion of agency's EEO Officer in the investigation of all internal and external discrimination complaints.	X		
6. Timely submission of required reports.	X		
7. In an agency with 1,000 employees, documentation of the appointment, with the Director's approval of an EEO Officer and that the person reports directly to the chief executive officer.			X
8. Agency employing fewer than 1,000 employees designate an EEO Officer who may serve as a full-time EEO Officer or be responsible for other duties within the agency beyond those of an EEO Officer.	X		
9. EEO Officer has performed the duties and responsibilities outlined in the Act and the Department's Rules.	X		

AFFIRMATIVE ACTION PERFORMANCE

FIRST QUARTER (7/1/13 THROUGH 9/30/13)

Agency underutilization at the beginning of FY14 was 4 Asians. During this quarter, there were 3 opportunities and 1 or 33% (1 Asian) addressed the minority goal. Agency is at parity for females. This agency is at parity for people with disabilities.

SECOND QUARTER (10/1/13 THROUGH 12/31/13)

As of 10/1/13, agency underutilization was 3 Asians. During this quarter, there were no opportunities to address the minority goal.

THIRD QUARTER (1/1/14 THROUGH 3/31/14)

As of 1/1/14, agency underutilization was 3 Asians. During this quarter, there were two opportunities that did not address the minority goal.

FOURTH QUARTER (4/1/14 THROUGH 6/30/14)

As of 4/1/14, agency underutilization was 3 Asians. During this quarter, there were two opportunities that did not address the minority goal

SUMMARY AFFIRMATIVE ACTION PERFORMANCE

Underutilization at the beginning of FY14 was 3 Asians. During the year, there were 7 opportunities and 1 or 14% (1 Asian) addressed the minority goal. The agency is at parity for females. This agency is at parity for people with disabilities.

FINDINGS

Agency in compliance [X] Agency in non-compliance [ ]

RECOMMENDATIONS/COMMENTS

*There were too few opportunities to address the minority goal.