



Minutes from the Hispanic Employment Plan Advisory Council Meeting

December 5, 2014

10:00 A.M. – 1:00P.M.

At the following public site:

**JRTC, 100 W. Randolph Suite 16-100, Video-Conference Room, Chicago, IL
State Capitol (205 State House), Video-Conference Room, Springfield, IL**

Council members in attendance: Gilberto Romero, Roberto Sanabria, Adrian Soto, Christian Roldan Santos, Dolores Tapia, Jaime Garcia, Diane Sanchez.

Agency Liaison in attendance: Sylvia Villa (DHS), Vina, Peter (HFS), Rodriguez, Lourdes (DCFS), Fernando Chavarria, Juana Ballesteros (DPH), Anna D'Ascenzo (IDES), Jaime Martinez, Erwin Barajas and Ivan Barajas, (IDOT), Roseanne McNamara (Aging).

Non-council members in attendance: Carlos R. Charneco, Chimaobi Enyia, Wendy Butler, Fred Stewart, from Central Management Services, Richard Tapia from IL Board of Higher Education, Jose Lopez from Illinois Association of Hispanic State Employees. Denise Martinez from the Illinois Latino Family Commission

Call to Order/Welcome/Roll call/Introductions

Chair Romero called the meeting to order at 10:15 AM and welcomed everyone to the quarterly HEP Advisory Council meeting. Carlos R. Charneco completed the roll-call; the Council achieved quorum for this meeting.

Minutes

Minutes from the October 24, 2014: Motion to accept the October 24, 2014 minutes by Adrian Soto and seconded by Roberto Sanabria. Voice vote taken. No objections, motion carries.

State Workforce Update

Carlos Charneco (CMS) presented data on the number of Hispanics in state agencies as of the end of November 2014. The total number of Hispanic holding coded positions was 2,423 which accounted for 5.49% of the total number of coded employees. Hispanic employee workforce has been increasing. In 12/31/2013 the number of Hispanic state employees was at 2,161 (5.04%). A significant increase was due in part the hiring of social service career trainees at the Department of Human Services.

The total number of new hires from 7/1/14 to 9/30/14 was 1,302 of which there 109 Hispanics (10.6%). DHS new hire rates for Hispanics was 39%.

The workforce report list the current number of employees and Hispanic employees that fall under the personnel code. Some agencies such as State Police and Transportation have employees that are not personnel coded staff and not reflected on the CMS workforce numbers.

Veteran workforce as of 12/1/2014: The number of veterans employed in personnel coded positions was 7,990 of which 293 were Hispanic (3.7%).

The Bilingual Needs/Bilingual Pay survey

Carlos R. Charneco presented preliminary results of the Bilingual Survey. The survey recorded a total of 1,854 bilingual staff of which 1,241 were Hispanic. The total number of cases/instances requiring bilingual or interpreters staff was 406,796. Sixteen of the 36 agencies reported using the master contract telephone interpreter.

Liaison Comments:

Jaime Martinez: It is very important that IDOT has diversity in the regional areas. There are few Hispanics in each of the IDOT regions in particular middle and upper management.

Lourdes Rodriguez: Dept. of Children and Family Services still slow to hire new bilingual case workers because applicants are waiting 2-4 months for grades from CMS.

Juana Ballasteros: Dept. of Public Health needs to hire surveillance nurses but applicants still waiting on grades from CMS.

Hispanic Employment Plan

Carlos R. Charneco: Preparation for upcoming Hispanic Employment Plan due February 1, 2015. Objectives for 2014 as stated in the 2014 Hispanic Employment Plan were met. Council members reviewed the Objectives for the 2015 Employment Plan and there were no changes recommended by the Council.

Comments non council members:

Jose Lopez raised concerns on slow progress on getting candidates on the open competitive list. Applicants were recruited back in May and a number of candidates are calling DCFS that still do not have a grade from Central Management Services. He also recommends the Council or CMS begin to track non code employees.

Chimaobi Enyia from CMS commented CMS had a 50% cut in funding and limited on hiring staffing. CMS looking for additional funding for add staff. CMS is reviewing the grading process to improve the process. CMS will look to evaluate and determine metrics, caseload applications. CMS is looking at other possible resources.

Wendy Butler: CMS receiving about 300,000 applications a year. Total number of available CMS staff is 12 that are part of the grading workforce.

Anna D'Ascenzo suggested allowing state agencies HR staff help with the grading.

Denise Martinez: The Council should evaluate number of exempt positions; number filled by Hispanics, specifically number of cabinet positions and agency deputy positions. There should be benchmarks.

Council member Sanabria suggested CMS hire auditor to review the process. Chair Romero inquired if CMS has an action plan to address delays in grading applications and if not there needs to be one.

Motion to adjourn meeting by Sanabria and second by Adrian Soto
Motion carried.