



State of Illinois
Illinois Department of Central Management Services

STATE OF ILLINOIS 2014

African American Employment Plan



Respectfully submitted to the Illinois General Assembly
February 1, 2014, by Central Management Services and the
African American Employment Plan Advisory Council



STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
SPRINGFIELD, ILLINOIS 62706

Pat Quinn
GOVERNOR

February 1, 2014

Dear General Assembly Member,

African Americans comprise our state's second largest minority group, according to 2010 U.S. Census data. Their contributions enrich our state's culture and economy and add to the vibrant fabric of our diverse citizenry.

I believe that sustained efforts are required to create a more inclusive and representative governmental workforce that will ensure Illinois remains a leader in diverse employment practices that can serve as an example for all residents of the State of Illinois. The African American Employment Plan, a result of PA 096-1341, is part of my administration's unwavering commitment to hiring a workforce that truly reflects the diversity throughout the Land of Lincoln.

Attached you will find the 2014 report of the State African American Employment Plan outlining the action steps of coded State agencies striving to sustain a governmental workforce that more accurately reflects the diversity of Illinois. The report was submitted by the Illinois Department of Central Management Services to the General Assembly on February 1 as required by law.

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

While my administration continues to confront the state's daunting fiscal challenges, we remain committed to promoting a working environment that is inclusive of everyone and leaves no one left out. I have charged the Illinois Department of Central Management Services to continue partnering with the African American Employment Plan Advisory Council to meet the goals and objectives outlined in this year's plan.

Sincerely,

A handwritten signature in cursive script that reads "Pat Quinn".

Pat Quinn
Governor



ILLINOIS

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

Simone McNeil, Acting Director

Pat Quinn, Governor

February 1, 2014

Dear General Assembly Member:

Public Act 096-1341, enacted in July 2010, requires each State agency to include in its annual report its progress toward implementing the State African American Employment Plan. The legislation is part of the Governor's ongoing commitment to diversity in our workforce, including the recruiting, hiring, training, retention, and promotion of African American employees.

The law requires CMS to prepare and submit to the General Assembly an annual African American Employment Plan reporting each agency's activities in implementing the plan. Accordingly, the 2014 report is submitted for your review. Outlined in the body of this report you will find information on the status of the African American workforce of individual agencies, as well as their accomplishments in meeting the objectives of this important legislation. We invite your review of this report, as well as your comments and recommendations.

Of course, there are many benefits of having a diverse workforce, but perhaps the most significant is to enable State agencies to provide better services more efficiently to the public. By continuing to work together on this vital initiative, we intend to achieve this goal and better serve the residents of Illinois.

Sincerely,

A handwritten signature in blue ink, reading "Simone McNeil", is placed above the printed name.

Simone McNeil
Acting Director

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I. 2013 Executive Summary

Senate Bill 3531, the State African American Employment Plan, was signed on July 27, 2010, becoming Public Act 096-1341. It mandates the Department of Central Management Services (CMS), in collaboration with the African American Employment Plan (AFAEP) Advisory Council, to submit to the General Assembly an annual report on African American Employment in the State of Illinois by February 1st of each year. This report represents data on African American employment throughout state government and outlines the AFAEP Advisory Council's activities for the reporting period of January 1, 2013 through December 31, 2013.

Since 2010, CMS has developed an annual plan to address the underutilization of African Americans in the State's workforce. This report provides the most recent statistical data on African American representation in State positions covered by the Personnel Code throughout Illinois. Data is presented from a Statewide and agency perspective, and is broken down by senior and mid-level supervisory and managerial positions.

The AFAEP is part of the Governor's ongoing commitment to diversity in the State's workforce, which includes the recruiting, hiring, training, retention and promotion of African American employees.

All agencies with Personnel Code-covered employees under the Governor's jurisdiction, in collaboration with the AFAEP Advisory Council and the Department of Human Rights, are charged with implementing the legislative intent of the State's AFAEP.. CMS provides administrative support to the AFAEP Council and State agencies.

As an initial step towards meeting this objective, CMS in partnership with the AFAEP Advisory Council, the Department of Human Rights and the Governor's Office hosted round-table discussions with the following State agencies:

- Department on Aging
- Department of Financial and Professional Regulations
- Department of Natural Resources
- Illinois State Police

These initial agencies were selected based on a comprehensive review of their previously submitted AFAEP survey responses, identified by the Department of Human Rights as falling short of meeting their affirmative action goals, and a quarterly analysis of the following statistical data sets used to measure agency performance: the number of employed African Americans within the department, including those serving in supervisory, technical, professional and managerial positions and the number of African American employees hired and promoted during this reporting period.

The **three-fold** purpose of the round-table meetings included:

- 1) Reviewing current employment strategies undertaken in implementing the AFAEP.
- 2) Identifying current challenges to increasing the number of African Americans and minorities in the workplace including increases in minority hiring in middle and upper management.
- 3) Providing suggestions and recommendations for increasing the number of African American employees in the workplace.

The topics of discussion at the round-table meetings included but were not limited to:

- Providing technical assistance and hiring best practices as a means of strengthening the tenets of their individual AFAEPs.
- Targeted recruitment partnerships with colleges and universities with a significant amount of African American students and AFAEP Advisory Council alumni.
- Broader distribution of State job postings to ensure African American community awareness of State job opportunities and participation in the State employment process.
- Recommendation to increase the diversity of the ISP Merit Board membership.

II. Current Demographics

Data used for developing the 2014 report is based on calendar year 2013, a year in which hiring agencies continued to face tremendous fiscal challenges and limited opportunities to hire. Overall, the State's workforce has experienced a net reduction of 1,725 employees from 44,589 in December 2012 compared to 42,864 at the end of December 2013.

According to the 2010 U.S. Census Data, African Americans comprise 14.5 % of Illinois' general population. As of December 31, 2013, African American Personnel Code-covered State employees remained steady at 21% with 42,864 employees in Personnel Code-covered positions. The five Illinois counties with the highest number of African Americans in the State workforce are listed below followed by the corresponding African American population.

COUNTY	% AFRICAN AMERICAN POPULATION	% AFRICAN AMERICAN STATE WORKFORCE
Cook	(1,287,767) 24.8%	(5,148) 57.0 %
Kankakee	(17,187) 15.1%	(653) 44.3%
Sangamon	(23,335) 11.8%	(608) 8.2%
Will	(75,743) 11.2%	(610) 41.1%
Lake	(49,033) 7.0%	(301) 42.5%

There are 9,047 African American employees statewide in Personnel Code-covered positions. The five State agencies with the largest number of African American employees in Personnel Code-covered positions are indicated below, followed by the number of African American employees and their percentage of the total agency workforce.

AGENCY	COUNT OF AFRICAN AMERICAN EMPLOYEES
Department of Human Services	3,942 (35.17%)
Department of Corrections	1,400 (12.99%)
Department of Children & Family Services	1,073 (39.68%)
Department of Employment Security	414 (29.47%)
Department of Healthcare & Family Services	377 (18.33%)

As we examine the most recent statistical data and compare gender, the ratio of African American women to men employed statewide in Personnel Code-covered positions is 2 to 1. There are 6,064 African American women compared to 2,983 African American men employed in Personnel Code-covered positions. The number of African American employees by gender and their percentage of the total State workforce are indicated below.

GENDER	COUNT OF AFRICAN AMERICAN EMPLOYEES
Women	6,064 (14.14%)
Men	2,983 (6.95%)

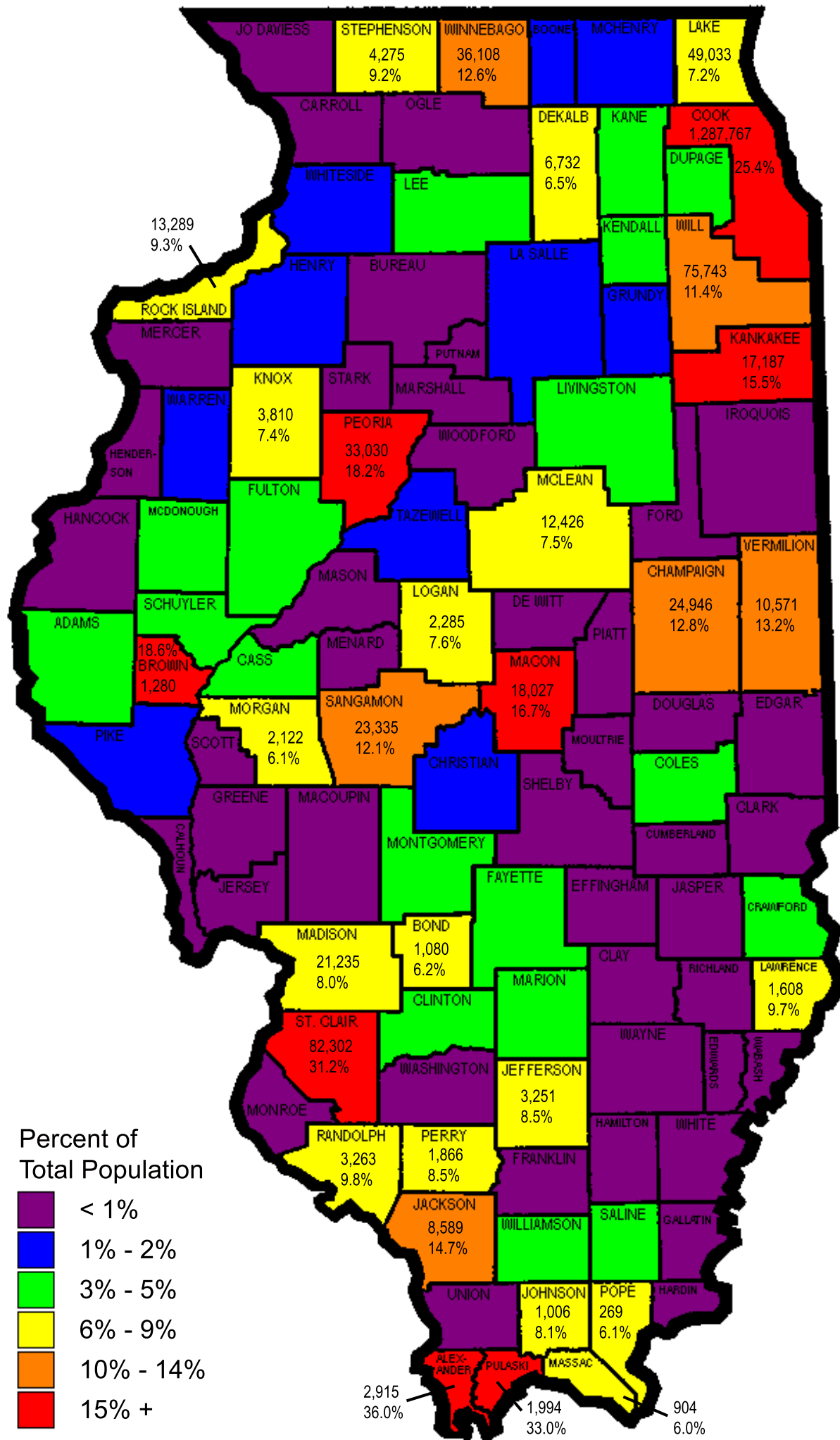
During this calendar year, there were 163,904 open competitive exams administered. Of those, 45,750 were administered to African Americans. The total number of exams as well as the number administered to African Americans trended up this reporting period. The graph below illustrates how African Americans fared when compared to all applicants.

CY 2013	AFRICAN AMERICANS	NON-AFRICAN AMERICANS	TOTAL
Open Competitive Total Grades	45,750	118,154	163,904
A Grade	10,967	35,992	46,959
B Grade	10,274	33,413	43,687
C Grade	7,263	15,088	22,351
Failed Grade	17,246	33,661	50,907

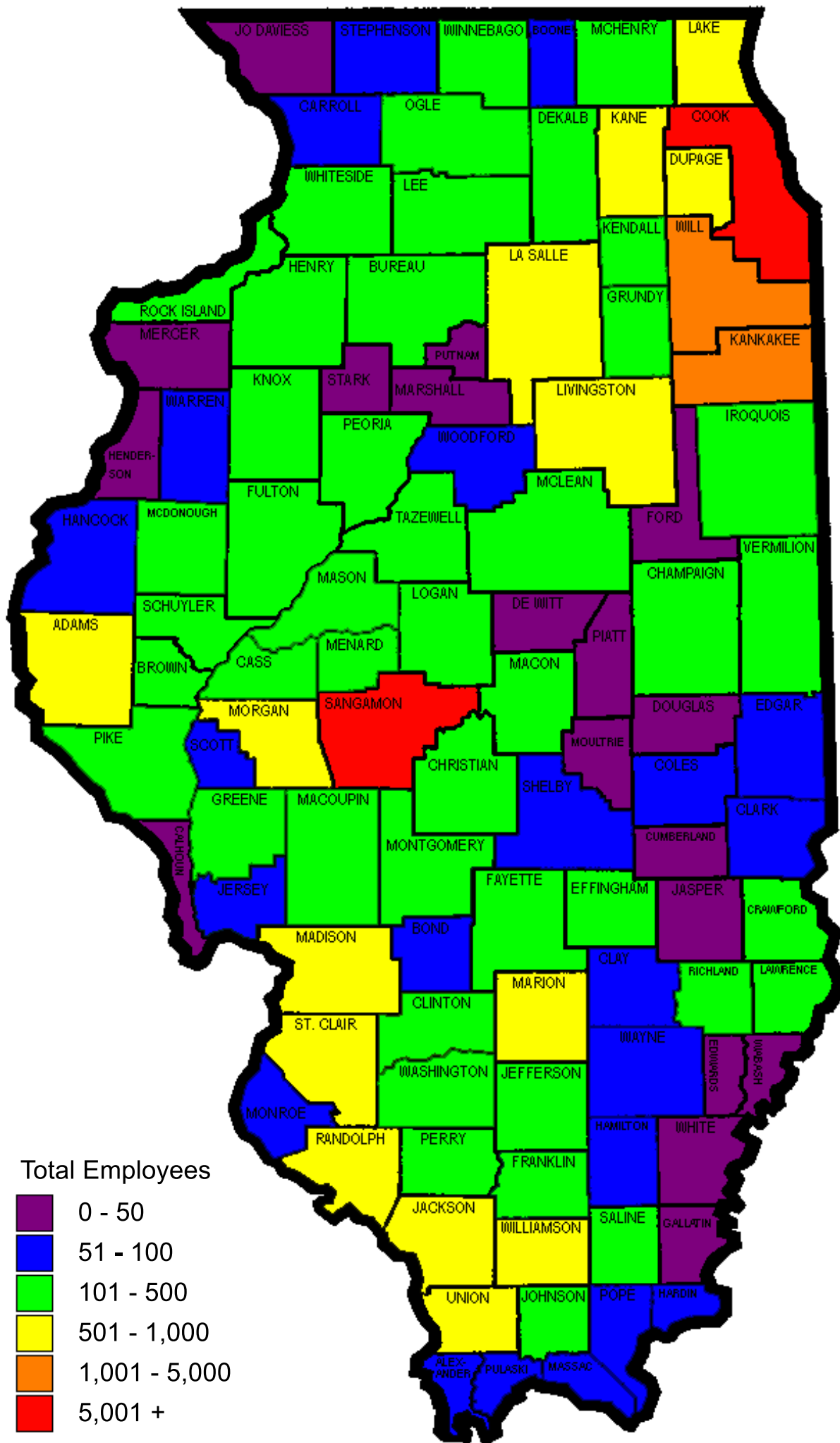
The number of A grades and B grades issued to African Americans increased by 13% and 19.7%, respectively, compared to the previous year. Of the total number of African Americans applications submitted, 62.3% received a passing grade.

A total of 23,110 employees were promoted (Upward Mobility Program, Promotion, Merit System Transfer with Promotion and Promotion to Term) in calendar year 2013; of that total, 664 (approximately 21.4%) are African American.

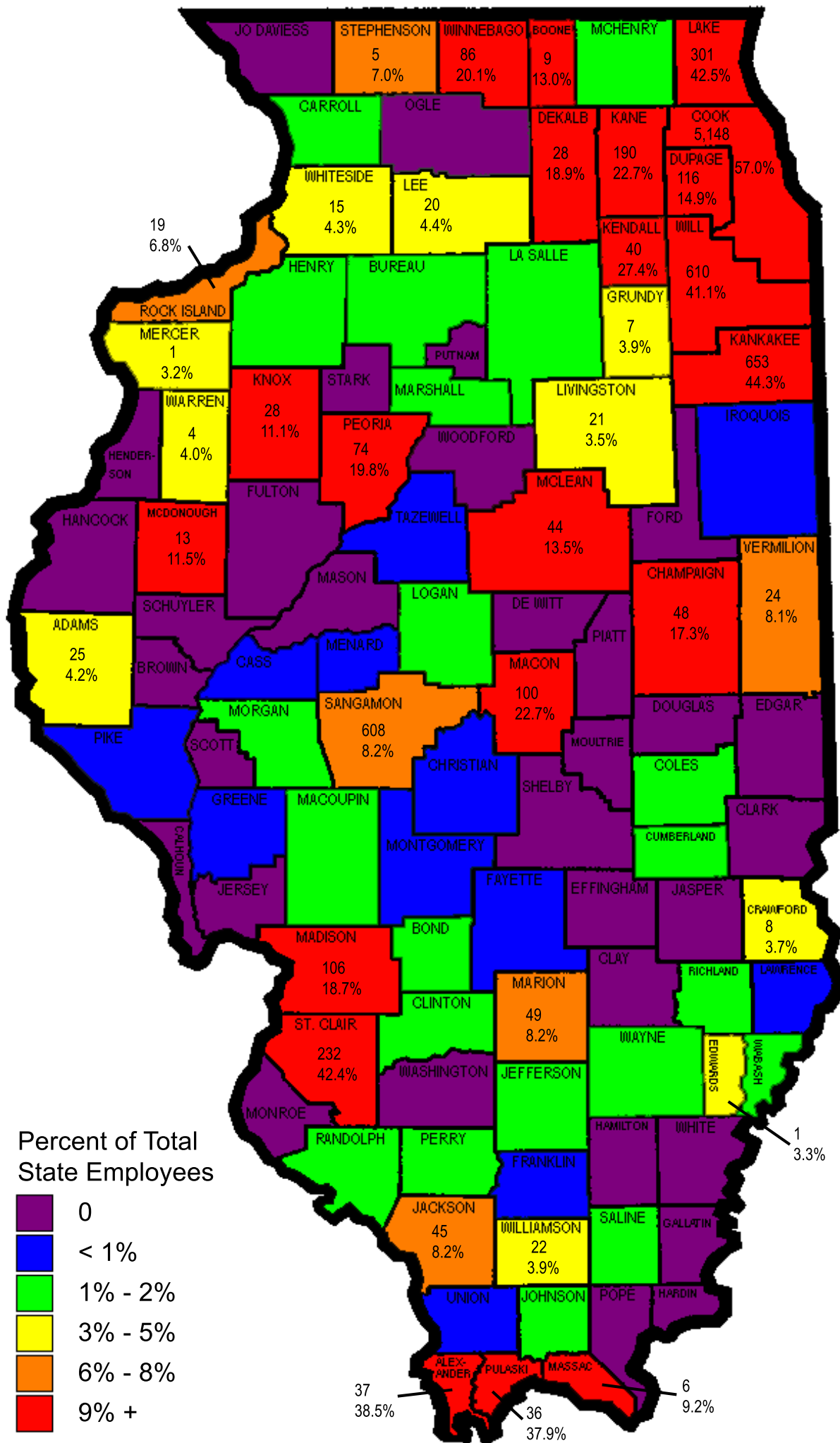
Illinois African American Population 2010 Census Data



Coded State Employees as of 12/31/2013



Coded African American State Employees as of 12/31/2013



African American Population * vs. Workforce **

COUNTY NAME	TOTAL POPULATION	% African American	TOTAL African American	STATE EMPLOYEES		
				All	% African American	TOTAL African American
Adams	67,103	3.5%	2,331	601	4.2%	25
Alexander	8,238	35.4%	2,915	96	38.5%	37
Bond	17,768	6.1%	1,080	98	1.0%	1
Boone	54,165	2.0%	1,064	69	13.0%	9
Brown	6,937	18.5%	1,280	146	0.0%	0
Bureau	34,978	0.6%	212	138	1.4%	2
Calhoun	5,089	0.1%	7	40	0.0%	0
Carroll	15,387	0.8%	123	75	1.3%	1
Cass	13,642	3.1%	419	180	0.6%	1
Champaign	201,081	12.4%	24,946	278	17.3%	48
Christian	34,800	1.4%	495	454	0.2%	1
Clark	16,335	0.3%	48	53	0.0%	0
Clay	13,815	0.3%	47	64	0.0%	0
Clinton	37,762	3.5%	1,338	325	1.5%	5
Coles	53,873	3.8%	2,067	78	1.3%	1
Cook	5,194,675	24.8%	1,287,767	9,033	57.0%	5,148
Crawford	19,817	4.7%	934	215	3.7%	8
Cumberland	11,048	0.3%	38	37	2.7%	1
De Kalb	105,160	6.4%	6,732	148	18.9%	28
De Witt	16,561	0.5%	87	35	0.0%	0
Douglas	19,980	0.3%	58	36	0.0%	0
DuPage	916,924	4.6%	42,346	776	14.9%	116
Edgar	18,576	0.3%	64	90	0.0%	0
Edwards	6,721	0.4%	30	30	3.3%	1
Effingham	34,242	0.2%	79	117	0.0%	0
Fayette	22,140	4.4%	980	329	0.3%	1
Ford	14,081	0.6%	85	36	0.0%	0
Franklin	39,561	0.3%	123	353	0.3%	1
Fulton	37,069	3.4%	1,269	302	0.0%	0
Gallatin	5,589	0.2%	12	21	0.0%	0
Greene	13,886	0.9%	119	154	0.6%	1
Grundy	50,063	1.2%	605	179	3.9%	7
Hamilton	8,457	0.4%	31	68	0.0%	0
Hancock	19,104	0.3%	52	54	0.0%	0
Hardin	4,320	0.3%	13	53	0.0%	0
Henderson	7,331	0.2%	15	17	0.0%	0
Henry	50,486	1.6%	796	243	2.9%	7
Iroquois	29,718	0.8%	233	135	0.7%	1
Jackson	60,218	14.3%	8,589	547	8.2%	45
Jasper	9,698	0.1%	11	48	0.0%	0
Jefferson	38,827	8.4%	3,251	204	2.9%	6
Jersey	22,985	0.4%	93	71	0.0%	0
Jo Daviess	22,678	0.5%	107	40	0.0%	0
Johnson	12,582	8.0%	1,006	305	1.0%	3
Kane	515,269	5.7%	29,422	838	22.7%	190
Kankakee	113,449	15.1%	17,187	1,473	44.3%	653
Kendall	114,736	5.7%	6,585	146	27.4%	40
Knox	52,919	7.2%	3,810	253	11.1%	28
Lake	703,462	7.0%	49,033	709	42.5%	301
La Salle	113,924	1.9%	2,186	711	1.3%	9
Lawrence	16,833	9.6%	1,608	107	0.9%	1
Lee	36,031	4.8%	1,735	452	4.4%	20
Livingston	38,950	4.9%	1,915	592	3.5%	21
Logan	30,305	7.5%	2,285	479	1.9%	9
Mc Donough	32,612	5.0%	1,642	113	11.5%	13
Mc Henry	308,760	1.1%	3,283	248	1.6%	4
Mc Lean	169,572	7.3%	12,426	325	13.5%	44
Macon	110,768	16.3%	18,027	441	22.7%	100
Macoupin	47,765	0.8%	359	376	1.6%	6
Madison	269,282	7.9%	21,235	568	18.7%	106
Marion	39,437	3.9%	1,557	598	8.2%	49
Marshall	12,640	0.3%	44	41	2.4%	1
Mason	14,666	0.4%	54	174	0.0%	0
Massac	15,429	5.9%	904	65	9.2%	6
Menard	12,705	0.6%	76	425	0.7%	3
Mercer	16,434	0.3%	47	31	3.2%	1
Monroe	32,957	0.2%	69	68	0.0%	0
Montgomery	30,104	3.2%	952	433	0.2%	1

African American Population * vs. Workforce **

COUNTY NAME	TOTAL POPULATION	% African American	TOTAL African American	STATE EMPLOYEES		
				All	% African American	TOTAL African American
Morgan	35,547	6.0%	2,122	762	2.9%	22
Moultrie	14,846	0.3%	41	31	0.0%	0
Ogle	53,497	0.9%	483	152	0.0%	0
Peoria	186,494	17.7%	33,030	374	19.8%	74
Perry	22,350	8.3%	1,866	340	2.1%	7
Piatt	16,729	0.3%	58	30	0.0%	0
Pike	16,430	1.7%	275	205	0.5%	1
Pope	4,470	6.0%	269	57	0.0%	0
Pulaski	6,161	32.4%	1,994	95	37.9%	36
Putnam	6,006	0.5%	32	37	0.0%	0
Randolph	33,476	9.7%	3,263	779	2.1%	16
Richland	16,233	0.5%	78	136	1.5%	2
Rock Island	147,546	9.0%	13,289	278	6.8%	19
St. Clair	270,056	30.5%	82,302	547	42.4%	232
Saline	24,913	4.0%	995	257	2.3%	6
Sangamon	197,465	11.8%	23,335	7,444	8.2%	608
Schuyler	7,544	3.2%	243	143	0.0%	0
Scott	5,355	0.2%	9	86	0.0%	0
Shelby	22,363	0.2%	50	86	0.0%	0
Stark	5,994	0.5%	28	26	0.0%	0
Stephenson	47,711	9.0%	4,275	71	7.0%	5
Tazewell	135,394	1.0%	1,374	232	0.4%	1
Union	17,808	0.9%	156	551	0.7%	4
Vermilion	81,625	13.0%	10,571	298	8.1%	24
Wabash	11,947	0.6%	77	36	2.8%	1
Warren	17,707	1.7%	303	100	4.0%	4
Washington	14,716	0.7%	101	103	0.0%	0
Wayne	16,760	0.3%	42	75	2.7%	2
White	14,665	0.4%	56	31	0.0%	0
Whiteside	58,498	1.3%	781	346	4.3%	15
Will	677,560	11.2%	75,743	1,484	41.1%	610
Williamson	66,357	3.8%	2,540	559	3.9%	22
Winnebago	295,266	12.2%	36,108	428	20.1%	86
Woodford	38,664	0.5%	187	96	0.0%	0
Totals	12,830,632	14.5%	1,866,414	42,312	21.1%	8,908

* Information on the general population of Illinois is from the 2010 census

** Reflects Code Employees as of 12/31/2013

Personnel Code-Covered African-American Employees as of 12/31/2013

Agency	Employees		African-American %
	African-Americans	Total	
Aging	18	137	13.14%
Agriculture	14	330	4.24%
Arts Council	4	16	25.00%
Capital Development Board	7	46	15.22%
Central Management Services	128	1,437	8.91%
Children & Family Services	1,073	2,704	39.68%
Civil Service Commission	0	4	0.00%
Commerce & Economic Opportunity	50	365	13.70%
Commerce Commission	5	74	6.76%
Corrections	1,400	10,775	12.99%
Criminal Justice Information Authority	10	56	17.86%
Deaf and Hard of Hearing Commission	0	7	0.00%
Developmental Disabilities Council	2	8	25.00%
Emergency Management Agency	6	84	7.14%
Employment Security	414	1,405	29.47%
Environmental Protection	52	805	6.46%
Financial & Professional Regulation	69	406	17.00%
Gaming Board	18	146	12.33%
Guardianship & Advocacy	30	102	29.41%
Healthcare & Family Services	377	2,057	18.33%
Historic Preservation	7	158	4.43%
Human Rights Commission	5	13	38.46%
Human Rights Department	52	140	37.14%
Human Services	3,942	11,207	35.17%
Insurance	23	213	10.80%
Investment Board	1	3	33.33%
Juvenile Justice	311	976	31.86%
Labor	16	87	18.39%
Labor Relations Board, Educational	2	9	22.22%
Labor Relations Board, Illinois	1	17	5.88%
Law Enforcement Training & Standards	1	18	5.56%
Lottery	17	138	12.32%
Military Affairs	14	122	11.48%
Natural Resources	27	1,088	2.48%
Pollution Control Board	2	21	9.52%
Prisoner Review Board	2	16	12.50%
Property Tax Appeal Board	0	28	0.00%
Public Health	158	1,066	14.82%
Racing Board	2	2	100.00%
Revenue	243	1,691	14.37%
State Fire Marshal	10	129	7.75%
State Police	118	1,075	10.98%
State Police Merit Board	0	5	0.00%
State Retirement Systems	1	96	1.04%
Torture Inquiry & Relief Commission	2	4	50.00%
Transportation	191	2,169	8.81%
Veterans' Affairs	177	1,275	13.88%
Workers' Compensation Commission	45	134	33.58%
Grand Total	9,047	42,864	21.11%

**Personnel Code-Covered African-American Employees in SPSA Positions as of
12/31/2013**

Agency	SPSA's		African-American %
	African-Americans	Total	
Aging	4	13	30.77%
Agriculture	1	24	4.17%
Arts Council	0	3	0.00%
Capital Development Board	0	0	0.00%
Central Management Services	13	127	10.24%
Children & Family Services	30	81	37.04%
Civil Service Commission	0	1	0.00%
Commerce & Economic Opportunity	12	71	16.90%
Commerce Commission	0	0	0.00%
Corrections	41	117	35.04%
Criminal Justice Information Authority	0	4	0.00%
Deaf and Hard of Hearing Commission	0	0	0.00%
Developmental Disabilities Council	0	2	0.00%
Emergency Management Agency	0	5	0.00%
Employment Security	7	59	11.86%
Environmental Protection	2	56	3.57%
Financial & Professional Regulation	7	41	17.07%
Gaming Board	0	13	0.00%
Guardianship & Advocacy	4	8	50.00%
Healthcare & Family Services	11	128	8.59%
Historic Preservation	3	13	23.08%
Human Rights Commission	2	2	100.00%
Human Rights Department	3	10	30.00%
Human Services	37	196	18.88%
Insurance	2	17	11.76%
Investment Board	0	1	0.00%
Juvenile Justice	8	18	44.44%
Labor	0	7	0.00%
Labor Relations Board, Educational	1	2	50.00%
Labor Relations Board, Illinois	0	2	0.00%
Law Enforcement Training & Standards	0	0	0.00%
Lottery	1	6	16.67%
Military Affairs	0	2	0.00%
Natural Resources	3	48	6.25%
Pollution Control Board	0	2	0.00%
Prisoner Review Board	0	0	0.00%
Property Tax Appeal Board	0	2	0.00%
Public Health	9	58	15.52%
Racing Board	1	1	100.00%
Revenue	4	62	6.45%
State Fire Marshal	1	10	10.00%
State Police	5	30	16.67%
State Police Merit Board	0	1	0.00%
State Retirement Systems	0	6	0.00%
Torture Inquiry & Relief Commission	1	2	50.00%
Transportation	0	1	0.00%
Veterans' Affairs	2	16	12.50%
Workers' Compensation Commission	1	15	6.67%
Grand Total	216	1,283	16.84%

Personnel Code-Covered African-American Employees in PSA Positions as of 12/31/2013

Agency	PSA's		African-American %
	African-Americans	Total	
Aging	2	24	8.33%
Agriculture	0	18	0.00%
Arts Council	1	3	33.33%
Capital Development Board	0	1	0.00%
Central Management Services	12	199	6.03%
Children & Family Services	188	472	39.83%
Civil Service Commission	0	1	0.00%
Commerce & Economic Opportunity	9	80	11.25%
Commerce Commission	0	1	0.00%
Corrections	28	195	14.36%
Criminal Justice Information Authority	1	10	10.00%
Deaf and Hard of Hearing Commission	0	0	0.00%
Developmental Disabilities Council	0	3	0.00%
Emergency Management Agency	2	16	12.50%
Employment Security	56	164	34.15%
Environmental Protection	3	73	4.11%
Financial & Professional Regulation	4	56	7.14%
Gaming Board	2	27	7.41%
Guardianship & Advocacy	1	11	9.09%
Healthcare & Family Services	21	223	9.42%
Historic Preservation	0	8	0.00%
Human Rights Commission	1	1	100.00%
Human Rights Department	7	19	36.84%
Human Services	168	675	24.89%
Insurance	7	58	12.07%
Investment Board	0	0	0.00%
Juvenile Justice	3	19	15.79%
Labor	1	6	16.67%
Labor Relations Board, Educational	0	6	0.00%
Labor Relations Board, Illinois	0	10	0.00%
Law Enforcement Training & Standards	0	0	0.00%
Lottery	1	12	8.33%
Military Affairs	0	2	0.00%
Natural Resources	2	58	3.45%
Pollution Control Board	0	10	0.00%
Prisoner Review Board	0	1	0.00%
Property Tax Appeal Board	0	4	0.00%
Public Health	31	239	12.97%
Racing Board	0	0	0.00%
Revenue	14	155	9.03%
State Fire Marshal	1	14	7.14%
State Police	0	57	0.00%
State Police Merit Board	0	1	0.00%
State Retirement Systems	0	12	0.00%
Torture Inquiry & Relief Commission	0	0	0.00%
Transportation	2	14	14.29%
Veterans' Affairs	2	40	5.00%
Workers' Compensation Commission	7	14	50.00%
Grand Total	577	3,012	19.16%

Distribution of SPSA Incumbents Between Those Represented by Collective Bargaining and Those Not Represented by a Union, as of 12/31/2013

Agency	Bargaining Unit?		Total	Barg Unit %
	Yes	No		
Aging	0	13	13	0.00%
Agriculture	0	24	24	0.00%
Arts Council	0	3	3	0.00%
Capital Development Board	0	0	0	0.00%
Central Management Services	8	119	127	6.30%
Children & Family Services	0	81	81	0.00%
Civil Service Commission	0	1	1	0.00%
Commerce & Economic Opportunity	4	67	71	5.63%
Commerce Commission	0	0	0	0.00%
Corrections	0	117	117	0.00%
Criminal Justice Information Authority	0	4	4	0.00%
Deaf and Hard of Hearing Commission	0	0	0	0.00%
Developmental Disabilities Council	0	2	2	0.00%
Emergency Management Agency	0	5	5	0.00%
Employment Security	0	59	59	0.00%
Environmental Protection	37	19	56	66.07%
Financial & Professional Regulation	0	41	41	0.00%
Gaming Board	5	8	13	38.46%
Guardianship & Advocacy	0	8	8	0.00%
Healthcare & Family Services	9	119	128	7.03%
Historic Preservation	0	13	13	0.00%
Human Rights Commission	0	2	2	0.00%
Human Rights Department	0	10	10	0.00%
Human Services	16	180	196	8.16%
Insurance	0	17	17	0.00%
Investment Board	0	1	1	0.00%
Juvenile Justice	0	18	18	0.00%
Labor	1	6	7	14.29%
Labor Relations Board, Educational	0	2	2	0.00%
Labor Relations Board, Illinois	0	2	2	0.00%
Law Enforcement Training & Standards	0	2	2	0.00%
Lottery	0	6	6	0.00%
Military Affairs	0	2	2	0.00%
Natural Resources	11	37	48	22.92%
Pollution Control Board	0	2	2	0.00%
Prisoner Review Board	0	0	0	0.00%
Property Tax Appeal Board	0	2	2	0.00%
Public Health	13	45	58	22.41%
Racing Board	0	1	1	0.00%
Revenue	3	59	62	4.84%
State Fire Marshal	0	10	10	0.00%
State Police	10	20	30	33.33%
State Police Merit Board	0	1	1	0.00%
State Retirement Systems	0	6	6	0.00%
Torture Inquiry & Relief Commission	0	2	2	0.00%
Transportation	0	1	1	0.00%
Veterans' Affairs	0	16	16	0.00%
Workers' Compensation Commission	0	15	15	0.00%
Grand Totals	117	1,168	1,285	9.11%

III. 2013 African American Employment Plan Objectives Status Report

STRATEGY	WHO	WHEN
<u>Leadership</u>		
1.0 Each agency director will be given a copy of the 2013 AFAEP with a letter from the Governor highlighting the importance of diversity in general, while reminding agencies of their obligation to Affirmative Action and Equal Employment Opportunity.	CMS, Governor's Office	Met. Letter included in AFAEP submitted to the General Assembly 2/1/13.
1.1 An overview of the Plan will be presented to the Governor's Deputy Chiefs of Staff and Agency Directors to inform on specifics of the Plan and to affirm the Administration's commitment to the Plan.	CMS, Governor's Office, Agency Directors	Met. Ongoing; all newly appointed Cabinet Members are advised of AFAEP.
1.2 Analyze all relevant data to develop 2013 AFAEP for presentation to the General Assembly by February 1 st , as required by PA 096-1341.	CMS, code state agencies	Met. AFAEP submitted to the General Assembly per deadline.
1.4 Provide administrative support to the AFAEP Advisory Council pursuant to specific reporting responsibilities outlined in PA 096-1341.	CMS, Governor's Office, African American Advisory Council	Council met on 1/29/13, 4/30/13, 7/30/13, 10/29/13 & 12/3/13.
<u>Recruitment and Selection</u>		
2.0 Mandated Hiring and/or Promotion Monitors must be completed by agencies and authorized by CMS prior to personnel transaction processing. Plan coordinator will review these forms for use in assessing an agency's overall best practices relevant to African American underutilization.	Department of Human Rights, all State agencies under the Governor's jurisdiction, CMS	Met. Ongoing; all forms are reviewed as required.
2.1 Compile African American grade and application data to ensure that African Americans are fully informed of e-recruiting online application procedures, ensuring that the number of African Americans applying for State jobs is not adversely affected.	CMS	Met. Ongoing; data is provided in AFAEP annual report.
2.2 Present at the CMS monthly personnel managers/EEO meeting to provide an overview of the AFAEP.	CMS	Met. Ongoing; data is provided in AFAEP annual report.
2.3 Review the Underutilization Regional Summary Report prepared by Department of Human Rights for use in developing objectives for improvement.	CMS, State AFAEP Advisory Council	Ongoing; all forms are reviewed as required.
2.4 State agencies incorporate the use of internships such as Dunn Fellowship and Graduate Public Service Intern (GPSI) as viable options to recruit, hire, and retain qualified candidates for underutilized positions.	CMS, all state agencies under the Governor's jurisdiction	Ongoing
2.5 State agencies establish communication of job postings to Colleges and Universities with significant minority student populations as a recruitment strategy for qualified candidates.	CMS, all state agencies under the Governor's jurisdiction.	Ongoing
<u>Education</u>		
3.0 CMS will continue follow-up meetings with agencies identified by the Department of Human Rights as failing to meet their affirmative action goals.	CMS	Ongoing

STRATEGY	WHO	WHEN
3.1 Quarterly EEO/AA officer meetings will be conducted in conjunction with CMS personnel managers meetings.	CMS, DHR	Ongoing
3.2 The Upward Mobility Program provides an important pathway to promotional opportunity. Benchmark information will be gathered and reported in the 2014 AFAEP and each subsequent Plan thereafter to document African American participation and completion rates.	CMS, UMP	Ongoing
3.3 Provide the General Assembly Appropriations Chairs and Committee members status updates on the AFAEP, highlighting agencies' goals on African American hiring.	Governor's Office, CMS, IDHR, AFAEP Advisory Council	Met. 2 nd Quarter
<u>Accountability</u> 4.0 CMS will survey agencies to assess their activities in implementing the Plan. Each year CMS will work collaboratively with the AFAEP Advisory Council to review and revise, as needed.	CMS, all state agencies under the Governor's jurisdiction, AFAEP	Met. On-line Survey successfully launched on 12/3/13 with deadline for completion 12/20/13.
4.1 CMS will prepare an Executive Summary documenting agencies' progress towards meeting stated goals relevant to African American employment and promotion.	CMS	Met. Executive Summary included in this 2014 AFAEP report.
4.2 Work collaboratively with the AFAEP Advisory Council to develop Plan objectives for next reporting year.	CMS, AFAEP Advisory Council	Council met 10/29/13 & 12/3/13 to develop objectives presented as Part V of this report.
4.3 The CMS Director will remind all agencies of their continued obligation and commitment to the principles of the AFAEP.	CMS	Met. Letter included in 2014 AFAEP.
4.4 CMS will hosts meetings with Governor's Deputy Chiefs of Staff and agency heads to review progress toward meeting stated goals relevant to African American employment and share human resources best practices.	CMS, Governor's Office, AFAEP Advisory Council, all code agencies	Ongoing
4.5 Meet with the Illinois Legislative Black Caucus to present on the status of the number of African American Personnel Code-covered State employees and the AFAEP.	Governor's Office, CMS, AFAEP Advisory Council	Ongoing

IV. Summary of State African American Employment 2013 Survey and Highlights

In partnership with the Department of Human Rights, CMS and the AFAEP Advisory Council successfully launched an online survey in accordance with the 2013 AFAEP Action Plan and Objective 4.0. This survey serves to guide CMS in identifying agencies' best practices and deficiencies, and is utilized to develop and evaluate the AFAEP goals and objectives.

All agencies with Personnel Code-covered employees under the Governor's jurisdiction submitted their completed surveys in accordance with the AFAEP. Survey responses varied depending on each individual agency's mission, fiscal year budget allocations and year-to-year priorities. Copies of all electronically date-stamped agency surveys are included in the appendices of this report.

Survey highlights include the following:

African American employment strategies undertaken in implementing the AFAEP:

- Some agencies participated in the AFAEP Advisory Council roundtable to review hiring best practices.
- Established diversity committee to address underutilization, recruitment, and retention, and develop strategies with respect to minority hiring.
- Developed Monthly Newsletter to promote agency job opportunities and distributed electronically statewide.
- Launched Diversity Symposium to attract diverse community advocacy organizations for minorities seeking gainful employment.
- Targeted job fair events within communities with significant African American populations.
- Shared State job postings with job seekers registered with Illinois Department of Employment Security offices serving significant African American populations.
- Developed a recruitment database, which includes many African American organizations, to disseminate employment opportunities to African American community- based organizations.
- Partnered with community colleges to launch a targeted training pilot program to help increase the qualified applicant pool for targeted positions.
- Launched a job fair webinar to attract minority applicants.
- Created a Minority Outreach web site.
- Worked with members of the Legislative Black Caucus to publicize State job postings.

Suggestions/recommendations for increasing the number of African Americans employed and promoted:

- Increase the number of Rutan-Certified African American employees.
- Increase the number of African Americans on Rutan Interview panels.
- Develop an electronic on-line training course for hiring managers to promote an inclusive, diverse workforce.
- Increase the number of minorities in human resource management positions.
- Increase targeted workshops for recruitment and promotion of minority candidates by partnering with the CMS Diversity Enrichment Program, local colleges, universities and the Illinois Association of Minorities in Government (IAMG).
- CMS should continue to organize targeted job fairs.
- Agency recruiters must direct recruitment efforts to address underutilization in targeted areas.
- Increase the use of internship and co-op programs to bring African Americans onboard and to provide a permanent path to State employment.
- Partner with fellow State agencies to perform targeted recruitment of qualified candidates due to resource challenges.
- Strategically target the recruitment of qualified minorities by marketing open positions through partnerships with the Urban League, Illinois Association of Minorities in Government (IAMG) NAACP, Illinois Black Chamber of Commerce, the Cook County Bar Association and colleges and universities with significant African American student populations.

See Appendix for completed agency surveys.

V. 2014 African American Employment Action Plan and Objectives

STRATEGY	WHO	WHEN
<u>Leadership</u>		
1.0 Each agency director will be given a copy of the 2014 AFAEP with a letter from the Governor highlighting the importance of diversity in general while reminding agencies of their obligation to Affirmative Action and Equal Employment Opportunity.	CMS, Governor's Office	1 st Quarter
1.1 An overview of the Plan will be presented to the Governor's Deputy Chiefs of Staff and Agency Directors to inform on specifics of the Plan and to affirm the Administration's commitment to the Plan.	CMS, Governor's Office, Agency Directors	1 st Quarter, then ongoing
1.2 Analyze all relevant data to develop 2014 AFAEP for presentation to the General Assembly by February 1 st , as required by PA 096-1341.	CMS, code state agencies	1 st Quarter
1.3 Provide administrative support to the African American Advisory Council pursuant to specific reporting responsibilities outlined in PA 096-1341.	CMS, Governor's Office, AFAEP Council	Ongoing
<u>Recruitment and Selection</u>		
2.0 Mandated Hiring and/or Promotion Monitors must be completed by agencies and authorized by CMS prior to personnel transaction processing. Plan coordinator will review these forms for use in assessing an agency's overall best practices relevant to African American underutilization.	Department of Human Rights, all state agencies under the Governor's jurisdiction, CMS	1 st Quarter, then ongoing
2.1 Compile African American grade and application data to ensure that African Americans are fully informed of e-recruiting online application procedures, ensuring that the number of African Americans applying for State jobs is not adversely affected.	CMS	1st quarter, then ongoing and reported in each subsequent Plan.
2.2 Present at the CMS quarterly personnel managers/EEO meeting to provide an overview of the AFAEP.	CMS	2 nd quarter
2.3 Review the Underutilization Regional Summary Report prepared by DHR to use in developing objectives for improvement.	CMS, State AFAEP Advisory Council	3 rd Quarter
2.4 State agencies incorporate the use of internships such as Dunn Fellowship and Graduate Public Service Intern (GPSI) as viable options to recruit, hire, and retain qualified candidates for underutilized positions.	CMS, all state agencies under the Governor's jurisdiction.	Ongoing
2.5 State agencies establish communication of job postings with colleges and universities with significant African American student populations as a recruitment strategy for qualified candidates.	CMS, all state agencies under the Governor's jurisdiction.	Ongoing
<u>Education</u>		
3.0 CMS will continue follow-up meetings with agencies identified by the Department of Human Rights as failing to meet their affirmative action goals.	CMS	Ongoing

STRATEGY	WHO	WHEN
3.1 Quarterly EEO/AA officer meetings will be conducted in conjunction with CMS personnel managers meetings.	CMS, DHR	Ongoing
3.2 The Upward Mobility Program provides an important pathway to promotional opportunity. Benchmark information will be gathered and reported in the 2015 AFAEP and each subsequent Plan thereafter to document African American participation and completion rates.	CMS, UMP	4 th quarter
3.3 Provide the General Assembly Appropriations Chair and Committee members status updates on the AFAEP, highlighting agencies' goals on African American hiring.	Governor's Office, CMS, IDHR, AFAEP Advisory Council	2 nd Quarter
3.4 Meet with the Illinois Legislative Black Caucus and interested General Assembly members to present on the status of the African American state workforce and the AFAEP.	Governor's Office, CMS, AFAEP Advisory Council	1 st or 2 nd Quarter
3.5 CMS will host meetings with Governor's Deputy Chiefs of Staffs and agency heads to review progress towards meeting stated goals relevant to African American employment and share human resources best practices.	Governor's Office, AFAEP Advisory Council, all Personnel Code-covered agencies	Ongoing
<u>Accountability</u> 4.0 CMS will survey agencies via an online data base portal to assess their activities in implementing the plan. Each year CMS will work collaboratively with the AFAEP Advisory Council to review and revise, as needed.	CMS, all Personnel Code-covered State Agencies under the Governor's jurisdiction, AFAEP Advisory Council	4 th Quarter
4.1 CMS will prepare an Executive Summary documenting agencies' progress towards meeting stated goals relevant to African American employment and promotion.	CMS	4 th Quarter
4.2 Work collaboratively with the AFAEP Advisory Council to develop Plan objectives for next reporting year.	CMS, AFAEP Advisory Council	4 th Quarter
4.3 The CMS Director will remind all State agencies of their continued obligation and commitment to the principles of the AFAEP.	CMS	4 th Quarter
4.4 CMS will host meetings with Governor's Deputy Chiefs of Staffs and agency heads to review progress towards meeting stated goals relevant to African American employment and share human resources best practices.	CMS, Governor's Office, AFAEP Advisory Council, all Personnel Cod-covered agencies	Ongoing

VI. Conclusion

Since 2010, under Public Act 096-1341, CMS has developed an annual plan to address the underutilization of minority employees in the State's workforce. To date, African American representation appears to have remained relatively constant at 21% however; there are opportunities for improvement in fully addressing the underutilization of African Americans in the State's workforce. This administration has demonstrated a commitment to collaborating with the AFAEP Advisory Council and building on the successful platform of prior years' Plans to achieve objectives such as increasing the number of African American employees serving on Rutan interview panels and utilizing on-line annual surveys for tracking data.

Seeking greater diversity and increasing minority employment and promotional opportunities within State government are the guiding principles of the AFAEP Advisory Council in collaboration with CMS. To accomplish these goals, we must continue to make progress and improve minority recruitment, hiring, training, promotion and retention of qualified candidates statewide in targeted sectors of the workforce to improve services to all citizens of Illinois.

Questions on the AFAEP may be directed to Carlos R. Charneco at 312/814-0922 or Carlos.Charneco@illinois.gov.

