

**NOTICE**

African American Employment Plan Advisory Council
2026 Quarterly Meeting (Q1)

Tuesday, September 23rd, 2025, | 10:00 AM – 12:00 PM

Join by Webex:

<https://illinois.webex.com/wbxmjs/joinservice/sites/illinois/meeting/download/bc3e58b6f64943938bdb e137781b1be3?MTID=m022bb9dc751881b029ec04cde4fb89e1>

Meeting number (access code): 2868 840 2210

Meeting password: khTfAZpC778

Join by phone

+1-312-535-8110 United States Toll (Chicago)

+1-415-655-0002 US Toll

Meeting Agenda

I. Call to Order: Vice Chair, Burch

II. Roll Call: Vice Chair, Burch

A. Council Members

African-American Employment Plan Advisory Council			
ATTENDANCE ROSTER: COUNCIL MEMBERS			
Members	Present		Absent
	In-Person	Via Webex	
Burch, William (Vice Chair)			
Coverson, Marrice			
Day, Carolyn			
Dunbar, Sharryon			
Ford, Kevin Anthony			
6 vacancies			

Quorum =: $\frac{1}{2} + 1$ of five (5) council members present. Quorum = three (3)

Quorum achieved: **Y or N**

B. Agency Representatives

African-American Employment Plan Advisory Council				
ATTENDANCE ROSTER: Agency Representatives				
Agency	Representative	Section	Present: Via In- person	Present: via Webex
		Position/Title		
Central Management Services (CMS)	Patricia Santoyo-Marin	Deputy Director Diversity & Inclusion		
Central Management Services (CMS)	Sarah Kerley	Chief Administrative Officer		
Central Management Services (CMS)	Mayra Magana	Diversity & Inclusion HR Specialist		
Central Management Services (CMS)	Bobby Tucker	Deputy Director of Statewide Personnel		
Central Management Services (CMS)	Steven Booth	Deputy Chief of Staff		
Central Management Services (CMS)	Gloria Batey	African American Statewide DEI Manager		
Central Management Services (CMS)	Christopher Naranjo	Latin American Statewide DEI Manager		
Central Management Services (CMS)	Roxanne Lavallie-Unabia	Native American Statewide Dei Manager		
Central Management Services (CMS)	Naomi Salcedo	Asian Statewide DEI Manager		
Central Management Services (CMS)	Kevin Jeong	Asian American EPAC Coordinator		
Central Management Services (CMS)	Patricia Young	CMS HR Director		
Central Management Services (CMS)	Francisco Alvarado	Latin American EPAC Coordinator		
Central Management Services (CMS)	Jill Kilroy			
Department of Corrections	Marian McCann			
Department of Corrections	Robert Ishum			
Natural Resources (DNR)	Eric Shirley	EEO/AA Officer		
Human Services (DHS)	Krista Culbertson	Executive II		
Children & Family Services (DCFS)	Christopher Towers	Chief, African American Services		

African-American Employment Plan Advisory Council				
ATTENDANCE ROSTER: Agency Representatives				
Agency	Representative	Section	Present: Via In- person	Present: via Webex
		Position/Title		
Illinois Tollway	Brittany Banks	Recruiter		
Illinois Tollway	Antonio Hampton			
Illinois Tollway	Aisha Price			
Department of Public Health (DPH)	Samatha J. Helton			
Department of Public Health (DPH)	Eric Williams			
Department of Transportation (DOT)	Brian Hendricks			
Department of Transportation (DOT)	Darrin Sortor			
Department of Agriculture (AGR)	Heather Humphrey			
Illinois State Police (ISP)	Mary Dowdy			
Illinois State Police (ISP)	Terri Morris			
Illinois State Police (ISP)	Patricia Young			
Illinois Lottery (LOT)	Peter Romano			
Illinois Department of Financial and Professional Regulations (IDFPR)	George Cotton	ADA Coordinator		
Department of Innovation and Technology (DoIT)	Vickie Simpson			
Illinois Department of Revenue	Shelby Kaiser	EEO Officer ADA Coordinator		

Total: CMS and other agency staff attended this meeting.

C. General Public

III. Old Business: Vice Chair, Burch

A. Approval of Minutes, June 2nd, 2025: Council Members

- a. Nomination:
- b. Second:

IV. CMS Updates – CMS D&I CAO, Sarah Kerley

A. Hiring Updates:

- a. Statewide data
- b. AA data
 - African American statewide workforce:

- General population: increase/decrease,
- SPSA: increase/decrease,
- PSA: increase/decrease,
- Total AA Statewide applications: increase/decrease,
- Total approved offers: increase/decrease,
- Total hired: increase/decrease.

B. AA EPAC Membership Vacancies: Sarah Kerley

- i. Status of AA EPAC council member applications,
- ii. Number of applications received.

C. Mentions

V. New Business: Vice Chair, Burch

A. Statewide Manager, AA D&I, Quarterly Updates: Gloria Batey

a. Outreach events/activities:

- I. Springfield Juneteenth,
- II. Chicago Urban League (CUL) Job Fair,
- III. Chicago Workforce Innovation and Training Center,
- IV. Bud Billiken Parade Vendor,
- V. St Paul Community Development Ministries 11th Annual Construction Conference,
- VI. Council member 1X1s:
 - a. Vice Chair, Burch,
 - b. Council member, Day,
 - c. Council member, Ford,

b. Impact and outcomes, in aggregate (outreach + 1X1 feedback):

- I. CUL Job Fair: collected ~50 resumes for career counseling; proposed utilizing digital outreach channels to push out state job openings; offered to host state recruiting events and job fairs.
- II. Chicago Workforce Innovation and Training Center: gained new and confirmed regional faith-based workforce partners; proposed creating regional coalition for pushing out job openings, hosting state recruiting sessions and job fairs.
- III. Bud Billiken Parade: ~300 people received recruitment info and branded swag. Confirmed existing and gained new workforce partners. Confirmed collaborative support for AA outreach, recruitment, hiring efforts. Gained recommendations for increasing statewide AA identity.
- IV. Leveraging council member leadership for AA EPAC efforts/activities:
 - a. Strategic Plan and Bylaws: Vice Chair, Burch,
 - b. Community Outreach: Council Member, Day,
 - c. Agency Outreach: Council Member, Ford.

c. Key themes, in aggregate:

- I. Overwhelming support from council members, new and existing workforce partners for advancing the AA EPAC outreach and recruitment agenda including the following recommendations:
 - a. Increase active collaboration with council members, faith-based, and community workforce partners.

- b. Utilize existing faith-based and community workforce databases, electronic systems, and communication channels to push out job opportunities within AA communities.
- c. Host quarterly regional statewide ‘Demystifying’ workforce and recruitment events to dispel myths and overcome barriers around state hiring practices; highlight state recruitment and career counseling services, job search capabilities, and key regional/agency opportunities.
- d. Increase recruitment efforts in regions below the poverty level with large AA populations, i.e., Sangamon County.
- e. Increase focus on placements.
- f. Increase referral and applicant tracking capabilities.
- g. More focused reporting, metrics, and analytics.

B. Leveraging Council Member Expertise: Vice Chair, Burch

a. AA EPAC Strategic Plan: Vice Chair, Burch

- I. Work with statewide manager to create (2026) strategic framework and operating guidelines,
- II. Complete statewide Strategic Plan template for council review.

b. AA EPAC Bylaws: Vice Chair, Burch

- i. Collect and revisit existing drafts,
- ii. Research legislative/statutory boiler plate language,
- iii. Complete bylaws draft for council review.

C. Community Outreach: Council member Day

- I. AA EPAC Calendar of events:
- II. Recommend AA community outreach and engagement events,
- III. Determine degree of effort:
 - a. Council member participation,
 - b. Statewide DEI Manager participation
 - c. Council delegation to attend events,
 - d. Planning, action items, implementation, etc.,
 - e. Gain new community partner contacts,
 - f. Co-manage AA EPAC Events Calendar.

D. Agency Outreach: Council member Ford

- I. Increase focus on placements,
- II. Bridge community outreach with agency labor needs,
- III. Work directly with agencies to refer prepared talent:
 - a. Pre-screened, pre-interviewed, required documents, etc.,
 - b. Increase offer/hiring probabilities,
- IV. Gain better understanding of workforce requisites to create community remediation plans:
 - a. GED, requisite knowledge, wrap-around services,
- V. Increase support for underrepresented / non-reporting agencies:
 - a. AA workforce representation status,
 - b. AA Workforce projections, i.e. hiring, retirements, attrition, etc.,
 - c. AA workforce goals – SPSA, PSA, etc.,
 - d. AA recruitment efforts.

VI. AA EPAC Year-End Business

- A. CMS Annual Survey,
- B. New headshots,
- C. Bylaws,
- D. Strategic Plan,
- E. Community Calendar,
- F. Agency Presentation and Scheduling Template,
- G. Quarterly Meeting #2, December 16, 2025,
- H. EPAC (5) Required Annual Trainings
 - 1. Diversity, Equity, Inclusion and Accessibility Training
 - 2. Ethics Training Program for State Employees and Appointees
 - 3. Harassment and Discrimination Prevention Training
 - 4. LGBTQIA+ Equity and Inclusion
 - 5. Security Awareness

VII. Other Topics

VIII. Public Comments

IX. Meeting Adjournment:

- A. Nomination:
- B. Second: