



African American Employment Plan Advisory Council

Quarterly Meeting (#2)

April 21, 2022 | 2:00 PM – 4:00 PM

Minutes

I. Call to Order - The meeting was called to order at 2:03 PM by Chair Coverson

II. Roll Call –Chair Coverson

A. Council Members

African-American Employment Plan Advisory Council				
ATTENDANCE ROSTER: COUNCIL MEMBERS				
Members	Present			Absent
	In person - Chicago	In person- Springfield	via WebEx	
Coverson, Marrice (Chair)			X	
Batey, Gloria			X	
Burch, William			X	
Coleman, Arlene Y.			X	
Day, Carolyn				X
Dunbar, Sharryon				X
Ford, Kevin Anthony			X	
Hightower, Andy				X
King, Maurice			X	
Sulamoyo, Dalitso Samson				X

Total: 6 members present, 4 members absent. Quorum achieved. The meeting was held via WebEx video conference.

Council Member Coleman requested that it be noted that her previous absence was due to not having received the calendar invite for the meeting. The invitation error has now been corrected.



B. Agency Representatives

African-American Employment Plan Advisory Council				
ATTENDANCE ROSTER: Agency Representatives				
Agency	Representative	Present		
		In person - Chicago	In person - Springfield	via WebEx
Central Management Services	Mark Mahoney			X
	Patricia Santoyo-Marin			X
	Jake Altman			X
	Mayra Magaña			X
Aging	Cheryl Barrett			X
	Selma D'Souza			X
Illinois State Police	Mary Dowdy			X
Human Services	Amelia Gavina			X
Innovation & Technology	Vickie Simpson			X
	Jason Barth			X
Dept. of Corrections	Brittany Ott			X
	Shelith Hansbro			X
	Jason Brewer			X
Children and Family Services	Nancy Rodriguez			X
Financial and Professional Regulations	Temi Bennett			X
Department of Revenue	Phyllis Tate			X

Total: 4 CMS and 12 other agency staff attended this meeting.

C. General Public - No General Public.

III. Council Discussion Items

A. Approval of January 27, 2022 Meeting Minutes (1st Quarter)

1. Motion made by Council Member Batey to approve the January 27, 2022 meeting minutes as presented. Council Member King seconded the motion. All were in favor. The meeting minutes were approved unanimously.

B. Bylaws Subcommittee Update

1. Council Member Batey update that the subcommittee met in 2021 and reviewed the sample provided. There was language that was to be referenced with CMS for boilerplates. Chair Coverson elaborated that one of those items was regarding the

nomination process for council members and the other was regarding the process for the removal of appointees who are not attending the meetings.

2. CMS will gather the information regarding these two procedures and share with the council at the next meeting.

IV. CMS Discussion Items

A. Mark Mahoney introduced Demoya Gordon, CMS Equal Employment Opportunity/Affirmative Action Officer

1. Demoya Gordon of CMS provided some insight into her background and experience and her excitement for the work she will be doing at CMS and with the Council.

B. Update on Council's request to Review Statute for addition of African American Outreach Coordinator

1. Mark Mahoney of CMS reported back that there are two Councils with Statute that have defined Employment Plan Coordinator positions. The statute for this council does not have that in the statute.
2. Mark Mahoney of CMS will reach out to government affairs and look into the review of the statute for the addition of an African American Employment Plan Outreach Coordinator for this Council and report back at the next meeting.

C. Meeting of the four Council Chairs

1. Patricia Santoyo-Marin of CMS estimated that the meeting would take place in late June or July pending availability.
2. Chair Coverson indicated bylaws of the councils should be synched in some respects and recommended a review of the bylaws as a group. She also recommended that the topic of employment and recruitment should be a topic of discussion at the meeting.
3. Chair Coverson would like the meeting to be in person if possible

D. State Workforce Diversity Numbers Update

1. Jake Altman of CMS provided an update on the State Workforce Diversity Numbers as of April 1, 2022 in comparison to January 1, 2022 and the last two fiscal years. The workforce has decreased slightly since January. The drop included a decrease in African American Senior Leadership by 4
2. Chair Coverson asked to know what departments were the ones that had a drop in Senior leadership. Jake Altman of CMS will look into where the Senior Leadership dropped and highlight at the next meeting where the reduction occurred and highlight significant change.

E. CMS D&I Projects

1. Patricia Santoyo-Marin of CMS shared Action Items from the 2022 Fiscal year from the African American Employment Plan Report along with some of the initiatives. She highlighted the initiative of redesigning outreach to make it culturally relevant and noted the recent Career fairs centered around the community as well as the cultural resources and professional development resources available through CMS University for state employees.
2. Patricia Santoyo-Marin of CMS shared information regarding the internship opportunities that have been developed and reminded Council members of the invite to the meeting where they will receive additional information about the structure of the internship opportunity.

F. CMS African American Outreach

1. The council was asked to share information regarding outreach events in their communities so that agencies can participate and increase awareness of opportunities in their communities.
2. Patricia Santoyo-Marin of CMS shared with the Council that the Michael Curry Summer Internship Program is now open for application and asked the council to share the information with their communities to increase awareness of the opportunity and the diversity of its applicant pool. Jake Altman of CMS shared the link to the application and confirmed that the Application Period for the Curry Internship is still available.
 - a. Michael Curry Internship link:
<https://www2.illinois.gov/sites/gov/about/opportunities/Pages/default.aspx>

V. New Business

- A. Council member Batey inquired if the Rutan Training will be available for more people to take the training and enable adding diversity to interview panels. Jake Altman of CMS clarified that there is an online training replacing the previous Rutan Training. The training is on OneNet and more accessible to state employees. The notice of this was broadcasted. He will look into rebroadcasting the information about the training availability to ensure more state employees are aware.
- B. At the next meeting the council will revisit planning a Council meeting in the community. Council members were encouraged to share with CMS if they had access to a facility within the community with the space and technology needed to host the meeting.

VI. Public Comment - No one from the public was present.



VII. Adjournment

- A. Motion was made by Council Member Coleman to adjourn the meeting. Council Member King seconded the motion. All were in favor. The meeting was adjourned.