



NOTICE

African American Employment Plan Advisory Council

Quarterly Meeting (#4)
Thursday, November 19, 2020
10AM-12PM CST
WebEX Meeting Recording
Meeting number (access code): 133 298 1865
Meeting Password: Pyfyj8ufM65

Minutes

I. Call to Order, Rev. Marrice Coverson, Council Chair @ 10:06 AM CST

II. Roll Call

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
King, Maurice			X	
Sulamoyo, Dalitso Samson				X

Total: 4 members present, 5 members absent. Quorum not achieved. Meeting was held via WebEx video conference to adhere to the social distancing guidelines due to the COVID-19/Coronavirus pandemic.



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	Rebecca Roussell			X
	Mark Mahoney			X
	Jake Altman			X
	Anthony Pascente			X
	Erik Colon			X
	Ivan Ramirez-Co Host			X
	Michael Merchant			X
	Nicole Mandeville			X
	Barbara McDonald			X
Mayra Magana			X	
Illinois State Police	Mary Dowdy			X
Human Services	Amelia Gavina			X
	Krista Culbertson			X
Innovation & Technology	Vickie Simpson			X
Corrections	Fernando Chavarria			X
Children & Family Services	Nancy Rodriguez			X
	Chris Towers			X
	Ryan Ehlke			X
	Yumria Tayyab			X

Total: 19 CMS staff and other Agency Employees attended this meeting.

No General Public Present

III. Call to Order – Marrice Coverson, Council Chair. The meeting was called to order at 10:06 A.M.

IV. Roll Call – Chair Coverson asked Rebecca to conduct the roll call.

V. Council Items for Discussion – Marrice Coverson, Council Chair. Chair Coverson asked for Approval of Third Quarter Meeting Minutes. he minutes could not be approved as there was no Quorum.

a. Request to Meet with State Agency Directors

1. A request by Chair Coverson was made to meet with State Agency Directors. Chair Coverson met with Directors to talk about what we are trying to accomplish.
2. Rebecca indicated we need to get more people within Diversity & Inclusion. Minorities are not represented within all agencies.
3. Rebecca mentioned the request to meet with State Agency Directors was to put together a comprehensive plan for recruitment.
4. Rebecca said CMS is working internally and is willing to be a partner with sister agencies. Rebecca requested information to obtain hiring numbers and get data from agencies.
5. Rebecca inquired how can we improve recruiting with hiring agencies.
6. Chair Coverson was asked to give more direction to the agencies for hiring numbers. She asked Councilmember Burch to comment about the hires. Comment from Councilmember Burch was inaudible due to technical difficulties.
7. Chris Towers suggested Human Resources Directors' join us, as well as Employee Services staff to have more insight and information during the meetings.
8. Chair Coverson suggested we ask agencies to join us at the Director's level.
9. Rebecca asked that Members connect with her for special requests.

b. Request to Meet with the Black Caucus to Discuss FY2020 Annual Report

1. Rebecca asked that we connect with the Black Caucus to discuss the FY2020 Annual Report.
2. Chair Coverson recommended we make a presentation to the Black Caucus Members. She suggested we present the African American Employment plan to the Black Caucus. She asked for ideas to advocate. She said Pastor Ford maybe a great advocate for the African American Council as a spokesperson. She said the Council can request to present the Employment Plan to the Illinois Black Caucus.
3. Chair Coverson said we could ask the Black Caucus if they are aware of the African American Employment Plan Advisory Council. She asked how the Council can be more effective in 2021? And asked the council members how we can develop strategies to be more effective in 2021.
4. Chair Coverson asked about developing Council strategies for the Black Caucus and the General Assembly.
5. Rebecca asked how we can connect with the Black Caucus?

6. Mike Merchant suggested (Governor Affairs) can give guidance on how to reach out to them to see if we can get on their calendar to make a presentation.
7. Mike suggested we put a formal letter together that will be addressed to the Black Caucus and General Assembly.
8. Rebecca indicated February 1st Reports will be filed to the General Assembly.
9. Rebecca suggested we get the letter drafted and completed as soon as possible. (No later than next month)
10. Chair Coverson asked if Rebecca and Mike could work together on the letter. She also asked that Rebecca get a copy to the new people to get them up to speed by sending last year's report to them.

c. October 28th Statewide Agency Recruitment Discussion

1. Rebecca reported all members of the Councils were invited to the Statewide Agency Recruitment Discussion on October 28th and gave them feedback on the meeting.
2. Rebecca reported the staff focused on recruitment strategies, being proactive and transparent to make sure we align with community organizations that have access to technology to help people who may be challenged with computers.
3. Rebecca said she will send the link to the Survey out on 11/20 to see who we should connect with.

d. Employment Plan Advisory Council Chairs Meet & Greet with Director Forde. Chair Coverson mentioned the Employment Plan Advisory Council Chairs had a Meet & Greet with CMS Director Forde and it was a good meeting.

VI. New Business, Rebecca Roussell

- a. Rebecca mentioned Andrew Johnson will be helping us as he was recently appointed Chair of the Native American Employment Plan Advisory Council.
- b. Rebecca noted December 8th will be the next meeting date for an update and the public will not be invited to this meeting.
- c. Rebecca asked members their preference on scheduled times for future meetings.

VII. FY2020 African American Employment Plan Snapshot and Information

- a. Rebecca shared her screen to go over the FY2020 Employment Plan for the period July, 2019 to June, 2020.

VIII. 2021 Strategic Outreach Plan

- a. Rebecca asked the members for their preference on the meeting time. Rebecca suggested we look at strategies and partnerships to connect with. She said we could do a better job at downstate recruiting.
- b. Rebecca said she will give Council Members the report the week of 11/23.
- c. Rebecca covered in the Employment Plan Next Steps including what other organizations should CMS partner with? What additional recruitment strategies should CMS implement?
- d. Rebecca asked the Chair to work with other members to make sure data is shared ahead of time, noting everyone will receive a copy of the full report. Rebecca asked that they come up with questions before sending it to Stakeholders.
- e. Rebecca indicated in February 2021 the plans/reports will be made public.
- f. Rebecca indicated the we will be using Employment Plans to discuss how we approach recruitment. She said we can use the reports now vs. not using them in the past.
- g. Rebecca suggested we work with agencies to see how we can identify information for job posting. And how we can support each agency to see how we can get more people within Diversity & Inclusion because she said minorities are not represented within all agencies.
- h. Rebecca said there is a request from the hiring agencies and Directors of the agencies to get a comprehensive plan together for recruiting. Rebecca said CMS is willing to be a partner and to request we incorporate updates on hiring numbers. She said it is important to get quantifiable data from the agencies and inquired about what will the dialogue be about at the meetings?
- i. Rebecca asked if anyone had questions. No questions were asked and the meeting was turned over to Nicole Mandeville, Associate Deputy Director, BEP.

IX. Business Enterprise Program (BEP) Fast Track. Nicole gave a presentation on BEP FastTrack Facts, the FastTrack Application Process, and an overview of the BEP Recognition Partners.

X. Adjournment. Motion made by Chairperson Coverson to adjourn the meeting at 12:04 PM. Member Maurice King seconded, and the meeting adjourned.