



**Minutes from the African American Employment Plan Advisory Council Meeting
Tuesday, October 30, 2012
1:00 P.M. – 3:00P.M.**

**At the following public site:
James R. Thompson Center, Suite 9-036
CMS, Director's Video Conference Room
Chicago, IL**

And

**William G. Stratton Building, Room 500 ½
CMS, Director's Video Conference Room
Springfield, IL**

And

Teleconference

Council members in attendance: William N. Burch, James Compton, Nina Harris, Catherine Lamberg, Archie Lawrence, and Irene F. Weathersby.
Council members absent: Arlene Coleman, Vincent Gaddis, Arthur J. Gass and Sidney Logwood.

Non-council members in attendance: Tasha Green-Cruzat, Sharla Roberts, Israel Salazar, Denise Martinez, Cory Foster, Darryl Harris, ISP Chief of Staff Brian Ley, Sgt. Jose De Jesus, Lt. Joan Gumz, Trooper Natasha Lawson, ISP Merit Board Executive Director Ron Cooley, Julie Webster and IAMG Executive Director Shirley Jones.

Call to Order/Welcome/Roll call/Introductions

Dr. Catherine Lamberg, Vice Chair of the AAEP Advisory Council and Cory Foster called the meeting to order at 1:15PM and welcomed everyone to the fourth quarterly AFAEP Advisory Council meeting of the calendar year. Cory Foster completed the roll-call; the Council achieved quorum for this meeting.

Minutes

Catherine Lamberg, Vice-Chair requested Council members to review the minutes from the third AFAEP Advisory meeting hosted on July 31st, 2012, to determine necessary amendments or corrections. Member Harris motioned to approve the July 31st AFAEP Council Minutes; the motion was second by Member Weathersby. The minutes were unanimously affirmed via voice vote.

Old Business

Open Meetings Act On-Line Training

Vice Chair Lamberg, reminded Council Members of the **New Training Requirement for 2012**: Pursuant to Section 1.05 (b) of OMA, requiring each elected and appointed member of a public body subject to OMA successfully complete the electronic training between January 1, 2012, and January 1, 2013. To comply with this requirement, Members advised to go through the Attorney General's Office and register for the on-line training as an OMA PB Member and the below link was referenced for instructions:

http://foia.ilattorneygeneral.net/electronic_foia_training.aspx

Upon completion of required training members advised to submit certificate to Cory Foster.

2012 Appointee Ethic Training

Vice Chair Lamberg requested Members who failed to meet the submission deadline for 2012 Ethics Training requirement for Boards/Commissions/Committees; take the time now to review the enclosed packets and sign the acknowledgement form to comply with this mandate.

2012 AFAEP On-line Survey Objective 4.0

Cory Foster provided a brief status report on the implementation of **Objective 4.0 of the AFAEP Action Plan**. Foster advised Members that CMS successfully launched the On-line Survey on October 1st, and imposed the due date of October 31st. The online assessment captures minority hiring plans of State Agencies and assists with developing the 2013 AFAEP. **PA096-1341**, calls for each state agency to report to Central Management Services (CMS) all of their activities in implementing the State AFAEP which will be incorporated into the annual report submitted to the General Assembly.

New Business

Illinois State Police & Illinois State Police Merit Board – Roundtable

The Vice Chair thanked ISP and ISP Merit Board for their participation, in accordance with the 2012 AAEP Action Plan and Objective 4.4, which calls for meetings with agency heads & senior leadership of State Agencies to review the tenants of their African American Employment Plans.

Vice Chair Lamberg called upon ISP Merit Board Director Ron Cooley and ISP's Chief of Staff Brian Ley to discuss the functions of the Merit Board in relation to ISP's hiring processes and the status of their African American Employment Plans. Director Cooley provided an overview of the Merit Boards function, composition, term of membership (six-years), operational challenges and highlighted the recently enacted legislation

which enables a sustainable alternative funding stream for hiring future ISP Cadet Classes. The next ISP Cadet class begins February 2013 and has on average 65 certified applicants on the lists.

Members expressed concerns that historically it appears diversity has not been a priority of the ISP Merit Board. AFAEP Council Members advocated for changes within the current composition of the Board as all are men (4 white and 1 African-American). The ISP Merit Board has yet to reflect the diversity of general population of the state. Additionally, Members questioned the validity and cultural sensitivity of the test being administered to candidates. Director Cooley assured the AFAEP Council that diversity was a priority for his administration and indicated that Merit Board members are appointed by the Governor. He further indicated only one member has a term expiring within the next year, therefore, interested parties can submit nominations to the Office of Executive Appointments for further consideration. The Director also confirmed the Merit Board's standardized testing has been validated through the University of Illinois for cultural sensitivity biases.

Members concluded the need for ISP to develop a model recruitment plan that evaluates current recruitment efforts and tracks performance metrics to determine best practices for diversifying future cadet classes. Currently, ISP does not have a mechanism in place to measure the effectiveness of their recruitment efforts nor a business plan outlining future operational and hiring needs. Furthermore, ISP needs to develop stronger relationships with Historical Black Colleges and Universities (HBCU's) and other Colleges and Universities to recruit qualified minorities to their workforce.

Members also recommend ISP deploy Veteran recruitment strategies targeting minority men and women returning from the armed forces in light of the recently enacted legislation waiving the degree requirement of becoming Sworn Officers as a concrete opportunity to diversify the next Cadet Class. Lastly, the Council agreed to partner with the ISP and the ISP Merit Board to strengthen their diversity initiatives to recruit qualified candidates.

Vice Chair Lamberg conveyed the Council's strong belief that a diverse workforce in an inclusive environment will improve ISP's organizational performance and result in the state delivering quality services to customers, clients, taxpayers, and other stakeholders. Members recommend including in the annual report the need for the Governor to consider appointing a minority candidate to ISP Merit Board to replace the member with the expiring term in 2013 to further demonstrate the administration's commitment to minority hiring plans and fulfilling the legislative intent of this Act.

African American Workforce Statistics

Cory Foster provided a brief overview of the second quarter workforce stats outlining the 2012 AAEP – Code Agencies employment related activities related to the quantitative number of African Americans gainfully employed within state government

as of September 30th, 2012; highlighting the number of new hires and promotions achieved in addition to:

- States Workforce Figures.
- AA in coded positions by agency.
- AA in SPSA positions by agency (Senior Level Staff).
- AA in PSA positions by agency (Mid-level Staff).
- Bargaining Unit ratio vs. Non-bargaining Unit at Senior Staff level.
- Bargaining Unit ratio vs. Non-bargaining Unit at Mid-level Managerial positions.
- Gender Analysis.

2013 AFAEP Action Plan & Objectives

Vice Chair Lamberg and Mr. Foster outlined the 2013 report template with the Council and agreed to the following content matter:

- Executive Summary
- Current Demographics
- 2012 AFAEP Objectives Status Report
- Summary of Statewide AFAEP On-line Survey Highlights/Suggestions
- 2013 State HEP Action Plan and Objectives
 - Training Funding
- Conclusion

2013 AFAEP Proposed Meeting Schedule

Vice Chair Lamberg and Mr. Foster reviewed the proposed meeting schedule with Members to determine if there were any conflicts. Seeing no scheduling changes, Vice Chair opened the floor for a motion to adopt the proposed 2013 AFAEP Advisory Council Quarterly Meeting Schedule as the following:

- January 29th
- April 30th
- July 30th
- October 29th

The motion was made by Member Harris and second by Member Lawrence. The 2013 AFAEP Advisory Council Quarterly Meeting Schedule was unanimously affirmed by voice vote.

Adjournment

Seeing no further business Vice Chair Lamberg opened the floor for a motion to adjourn the fourth quarterly AFAEP Advisory Council meeting until January 29, 2013. The motion to adjourn was made by Member Lawrence and second by Member Weathersby. The motion was carried unanimously by voice vote and the AFAEP Advisory Council meeting was adjourned at 3:11PM.