



**Minutes from the African American Employment Plan Advisory Council Meeting
Tuesday, April 24th, 2012
1:00 P.M. – 3:00P.M.**

**At the following public site:
James R. Thompson Center, Suite 4-404
CMS, Director's Video Conference Room
Chicago, IL
And
William G. Stratton Building, Room 715
CMS, Director's Video Conference Room
Springfield, IL
And
Teleconference**

Council members in attendance: Arlene Coleman, Vincent Gaddis, Arthur J. Gass, Nina Harris, Catherine Lamberg and Irene F. Weathersby.

Council members absent: William N. Burch, James Compton, Archie Lawrence and Sidney Logwood.

Non-council members in attendance: Kacy Bassett, Ivan Barajas, Lesa Branham, Cory Foster, Darryl Harris, Nicole Aleman-Hughes, Don Kupferschmid, Sarahjini Nunn, Denise Reed, Fred Stewart, Diane Williams and Mike Woods.

Call to Order/Welcome/Roll call/Introductions

Arlene Coleman, Chairperson of the AAEP Advisory Council called the meeting to order at 1:19PM and welcomed everyone to the second quarterly AAEP Advisory Council meeting of the calendar year. Cory Foster completed the roll-call; the Council achieved quorum for this meeting.

Minutes

Madam Chair requested Council members to review the minutes from the first AAEP Advisory meetings hosted on January 31st, 2012, to determine necessary amendments or corrections. Seeing no amendments, Member Harris motioned to approve the January 31st, AAEP Council Minutes and the motion was second by Member Gaddis. The motion to approve the minutes was unanimously affirmed via voice vote.

Old Business

Open Meetings Act On-Line Training

Council Members were advised of the **New Training Requirement for 2012:**

Pursuant to Section 1.05 (b) of OMA, each elected and appointed member of a public body subject to OMA must successfully complete the electronic training between January 1, 2012, and January 1, 2013. To comply with this requirement and register for the on-line training Members must participate through the Attorney General's Office as an OMA PB Member. The following link was provided to members and upon completion of training Members were advised to submit certificates to Cory Foster.

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

State Job Announcements

Madam Chair encouraged Members upon receipt of State Job Announcements to distribute the opportunities to their networks. She also indicated candidates seeking gainful employment with the state can be referred to the CMS Diversity Enrichment Program for Career Counseling Services. Referrals can be directed to Cory Foster.

Veterans Preference

Cory Foster reviewed the State's Veterans Preference policy. Mr. Foster explained the State of Illinois is required to comply with certain hiring criteria when selecting individuals for employment. He advised that many state positions are covered by Absolute Veteran's Preference in addition to collective bargaining agreements.

For these positions, the filling of vacancy language is specified in the below statute and takes precedence. Thus, in many instances, agencies often must fill posted positions with well qualified veterans (when applicable) in accordance with state statute prior to considering well qualified individuals who are not current state employees. Members were provided a copy of the following link as a reference of the Veterans Preference Act:

Veterans Preference Act:

<http://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=1482&ChapAct=330%26nbsp%3BILCS%26nbsp%3B55%2F&ChapterID=33&ChapterName=VETERANS&ActName=Veterans+Preference+Act>

New Business

Illinois Department of Transportation – Roundtable

Madam Chair called upon Don Kupferschmid, Special Assistant to the Office of the Secretary for the Illinois Department of Transportation (IDOT) to discuss the status of their African American Employment Plan. Mr. Kupferschmid, Lesa Branham and Mike Woods guided the AAEP Advisory Council through a general overview of the IDOT's workforce; including highlighting the number African Americans currently employed and their current recruitment strategies.

Additional, highlights included within the Power-point presentation: the overall number of employees at IDOT stands at 5,272 employees of which 540 = 10.2% were African

Americans as of March 31st. IDOT further reported 52% of their workforce is comprised of the following two professional categories: Highway Maintainers 32% and Civil Engineers represent 20%.

IDOT Officials and the Council also discussed some of the challenges with recruiting qualified minorities for these positions. The Council agreed to partner with the IDOT to strengthen their diversity initiatives for recruiting qualified candidates for the Highway Maintainers and Civil Engineers. The Council recommended IDOT implement a statewide Diverse Interview and Selection Panel similar to the initiative piloted in Region 1, in cooperation with Darryl Harris and the Governor's Office. Emphasis was placed on utilizing this initiative to address any disparity trends and improve IDOT's hiring processes throughout the agency.

IDOT Officials were provided specific guidance related to appropriately interpreting and implementing the Veterans Preference Policy as well as clarification of the agencies inability to reach down for candidates.

Madam Chair conveyed the Councils strong belief that a diverse workforce in an inclusive environment will improve IDOT's organizational performance and result in the state delivering quality services to customers, clients, taxpayers, and other stakeholders.

The Chair expressed the Council's gratitude for IDOT's presentation, 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. The Council requested follow up from IDOT during the fourth quarter AAEP meeting this calendar year.

African American Workforce Statistics

Cory Foster provided a brief overview of the first 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 March 31th, 2012. He highlighted 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.

Adjournment

Seeing no further business Chairwoman Coleman opened the floor for a motion to adjourn the second quarterly AAEP Advisory Council meeting until July 31, 2012. The motion to adjourn was made by Member Harris and second by Member Gaddis. The motion carried unanimously by voice vote and the AAEP Advisory Council meeting was adjourned at 3:07PM.