



NOTICE

Asian American Employment Plan Advisory Council

Quarterly Meeting (#1)

Wednesday, January 26, 2022 | 2:00 PM – 4:00 PM

Minutes

- I. **Call to Order – Nimish Jani**, Council Chair
- II. **Roll Call – Nimish Jani**, Council Chair

Council Members

Asian American Employment Plan Advisory Council				
ATTENDANCE ROSTER: COUNCIL MEMBERS				
Members	Present			Absent
	In person - Chicago	In person- Springfield	via WebEx	
Nimish Jani, Chair			X	
Ketskasy Hereña			X	
Nasir Jahangir			X	
Kalpesh Joshi			X	
Abin Kuriakose				X
Phimmasorn Lisa Luangsomkham				X
Grace Chan McKibben			X	
Dennis Mondero			X	

Total: 6 members present, 2 members absent. Quorum achieved.



Agency Representatives

Asian American Employment Plan Advisory Council Meeting				
ATTENDANCE ROSTER: Agency Representatives				
Agency	Representative	Present		
		In person - Chicago	In person - Springfield	via WebEx
Central Management Services	Mark Mahoney			X
	Jake Altman			X
	Patricia Santoyo-Marin			X
	Ayesha Patel			X
	Cathy Kwiatkowski			X
	Patricia Young			X
	Mayra Magaña			X
	Corey-Anne Gulkewicz			X
IL Department on Aging	Cheryl Barrett			X
Illinois Department of Employment Security	Stanislav Volkhovsky for Anna D'Ascenzo			X
Illinois Department of Children & Family Services	Ada Tong			X
Illinois Department of Human Services	Amelia Gavina			X
Illinois Department of Human Rights	Martin Duncan			X
Illinois Department of Revenue	Julie Love			X
Illinois State Police	Sherise Gipson			X

Total: 16 CMS and other Agency Employees attended this meeting.

Members of the Public

Asian American Employment Plan Advisory Council Meeting				
Attendance Roster: Members of the Public				
Name	Entity Represented	Present		
		In Person Chicago	In person Springfield	Via Webex

Total: 0 members of the public attended this meeting.

III. Council Items for Discussion

- Approval of Meeting Minutes

Council member Kalpesh Joshi motioned to approve the meeting minutes for the October 27, 2021, meeting. Council Member Dennis Mondero seconded the motion.

Ada Tong of DCFS clarified that the minutes should reflect Nancy Rodriguez's attendance as a member of the public in the minutes as Ada is the only authorized representative of DCFS for the meeting.

Council member Nasir Jahangir motioned to approve the meeting minutes for the October 27, 2021, meeting with the stated amendment. Council Member Dennis Mondero seconded the motion. All were in favor. The motion carried unanimously.

- Council Bylaws Subcommittee Update

Council Member Grace Chan McKibben updated that the Subcommittee met and that she will be placing the bylaws document in a shared file so the Subcommittee members can work on changes/updates that are pertinent to the council.

- Development of Asian American State Employee Resource Group Update

Council Member Grace Chan McKibben updated that she and Ada Tong of DCFS had a brief conversation and will continue the conversation to get this started. She requested to be connected with someone from the Illinois Association of Hispanic State Employees (IAHSE) in order to gain some insight and guidance with the establishment of an Asian American ERG. Patricia of CMS agreed to assist with making that connection with Carlos Charneco who has been extensively involved with IAHSE.

IV. CMS Updates

- Mark Mahoney introduced Patricia (Pat) Young, CMS Human Resources Director

- Pat was in a training so Mark provided some insight into her background and experience and the work she will be doing at CMS and with the Council.
- Pat was able to join after her training and provided some insight into her background and experience and her excitement for the work she will be doing at CMS and with the Council.

- Mark Mahoney introduced Cathy Kwiatkowski, Deputy Director of the Illinois Office of Communications and Information (IOCI)

- Cathy provided some insight into her background and experience and her excitement for the work she will be doing at CMS and with the Council

- CMS outreach efforts and calendar of events - Patricia Santoyo-Marin
 - In an effort to develop and strengthen relationships between state agencies and Asian American resources and organizations in Central Illinois, CMS will lead a discussion between state agency recruitment staff and Council member to exchange and build list of Asian American Organizations and resources in the region. These discussions are scheduled to take place on March 17th and 31st. Mayra of CMS will coordinate the with council members and agency representatives.

- Council Meeting and Job Fair in the Community Update - Patricia Santoyo-Marin
 - Patricia Santoyo-Marin announced that meetings will continue to be hosted virtually until an update from the Governor's Office is given as to when the shift to hosting in person meetings can begin.
 - Patricia Santoyo-Marin shared the idea of hosting a meeting within the community followed by a job fair once in person meetings are being held again. The potential date presented is for next quarterly meeting which is scheduled to be held On April 27, 2022. Council Members were in agreement with the goal of hosting the next meeting in person in central Illinois along with a state employment job fair either prior to or right after the council meeting. Potential venues will be discussed in March during meetings to connect agency recruitment staff with organizations and resources in central and Southern Illinois.
 - Ket Hereña recommended contacting the local library in the community to use as a venue as it is considered a trusted location and trusted source by the community.

- FY2021 Asian American Employment Plan Report
 - Patricia Santoyo-Marin and Cathy Kwiatkowski shared that the report is being designed to include more photos of actual people who work for the state in action as opposed to stock photos. The goal is to ensure that going forward graphics in the plan are more reflective of the efforts and initiatives with the Council and CMS a plan is being set in pace to capture those graphic assets throughout the year and how to build that into the process to be able to talk about what has been done and also build on the progress each year.
 - Patricia Santoyo-Marin shared that the employment plans are to be submitted to the Governor's office on February 1st for the final approval. The action items and recommendations that the council has recommended are being collaboratively incorporated into the plan. The council will receive a copy of the plan once it has been approved.

- Update on Employment Plan Council Advisory Board processes
 - Mark Mahoney reminded members of the council were reminded that if they recommend any council applicants, that they should send those names to Patricia Santoyo-Marín at CMS once that person has completed the online application process. The website and application link was shared in the chat.
 - Chair Jani will send an email to with the name of the individual he knows of who has applied so it can be followed up on.
 - It was confirmed that the council currently has three vacancies.
 - Patricia Santoyo-Marín shared the website visually, so attendees were able to see what information is on the website for the boards and commissions including demographic information which was an item of interest to Council Member Mondero.
 - Council member Dennis Mondero requested data regarding the percentages of Asian Americans on boards and commissions such as the RTA, and others which are paid through the state and report to the governor. Mark of CMS indicated that he would look into this and report back at the next council meeting.

- Hiring Update
 - Patricia Santoyo-Marín provided an update on the State Workforce Diversity Numbers as of January 1, 2022, in comparison to the last two fiscal years. She noted the room for improvement in spaces and highlighted an increase of the numbers for Asian Americans in leadership roles.

V. New Business

- No New business was presented.

VI. Public Comment

- There were no public comments.

VII. Adjournment

Council Member Ketkasy Hereña motioned to adjourn the meeting. Council Member Nasir Jahangir seconded the motion. All were in favor. Motion passed unanimously. Meeting was adjourned.