



NOTICE

Asian American Employment Plan Advisory Council

Quarterly Meeting (#3)

Wednesday, July 27, 2022 | 2:00 PM – 4:00 PM

Minutes

I. Call to Order

Patricia Santoyo-Marin of CMS Called the meeting to order as Chair Jani was not present to do so.

II. Roll Call - Mayra Magaña, CMS

The central in-person location for the meeting was at Heartland Community College in Normal, IL.

Council Members

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

Total: 2 members present, 6 members absent. Quorum was not achieved.

Chair Jani, Council Member Kuriakose, and Council Member Mondero, sent notice that they would not be able to attend.



Agency Representatives

Asian American Employment Plan Advisory Council Meeting				
ATTENDANCE ROSTER: Agency Representatives				
Agency	Representative	Present		
		In person - Normal	In person - Springfield	via WebEx
Central Management Services	Mark Mahoney Patricia Santoyo-Marin Mayra Magaña Jazmine Watson (Intern) Demoya Gordon Jake Altman	X X X X		X X
IL Department on Aging	Cheryl Barrett Selma D'Souza Glenda Corbett			X X X
Illinois Department of Children & Family Services	Ada Tong			X
Illinois Emergency Management Agency	Tina Harris Lisa Beler Monica Williamson	X X X		
Illinois Department of Human Services	Amelia Gavina			X
Illinois Department of Labor	Geny Chiaradonna			X
Illinois Department of Revenue	Phyllis Tate			X
Illinois Department of Transportation	Carlos Ramirez Sannaz Etemadi			X X
Illinois State Police	Sherise Gipson			X

Total: 19 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 Normal	In person Springfield	Via Webex

Total: 0 members of the public attended this meeting.

III. Council Items for Discussion

- Patricia Santoyo-Marin gave recognition of the State Employment Career Fair that was hosted earlier in the day at Heartland Community College in Normal, IL. The career fair was a collaboration with the Council. Approximately ten state agencies participated. The Mayor of Normal, IL Chris Koos also attended the Career Fair and met with CMS Leadership. Mayor Koos also provided leadership with additional recommendations of other entities with which to build relationships.
- Approval of Meeting Minutes
Quorum was not achieved so the minutes were tabled to the next meeting for approval, pending quorum.
- Council Bylaws Subcommittee Update
Council Member Grace Chan McKibben updated that they had not had the opportunity to meet due to her schedule but does plan to have a meeting before next meeting.
- Development of Asian American State Employee Resource Group Update
Council Member Grace Chan McKibben and Ada Tong of DCFS updated that with the assistance of Carlos Charneco, member of IAHSE and Previous State Employee, they were able to plan a reception to launch and Asian American State Employee Resource Group. The reception took place on June 11, 2022 and was attended by about 15 individuals representing various state agencies. State Agencies represented at the Asian American State Employee Resource Group reception were Aging, IDFPR, IL Tollway, IDHS, DCFS, ISP, Office of Attorney General (former employee), IEMA, IDES, and IDOT. Next step is to have the group continue to meet to create a network as a way to build the resource group and also build awareness and recruit more Asian Americans to work for the state as current employees are usually the best ambassadors.

IV. CMS Updates

- Mark Mahoney of CMS announced the appointment of Anthony Pascente as the new CMS Acting Director. Mark highlighted Director Pascente's previous role as CMS Chief of Staff, some of his Experience with the state, previous involvement with the Council, and DEI initiatives. Director had a schedule conflict so he could not be at the meeting but will try to attend the next meeting. Mark announced that Director has suggested with moving forward with decision to expand the staffing requirement noted in the statute of two other Employment Plan Advisory councils that call for an Employment plan coordinator for their council. Director has suggested to move forward with adding an Employment Plan Coordinator for all four Employment Plan Advisory Council over the next few months. CMS will reach out to the Council for assistance in promoting the opportunity throughout the Asian American Community.

- State Workforce Diversity Numbers Update

Jake Altman of CMS provided an update on the State Workforce Diversity Numbers as of July 1, 2022, in comparison to April 1, 2022 and the last fiscal year the workforce overall has shown a decrease. The number of Asian American in state employment have had a slight increase but because of the decrease in the workforce at different levels, the percentage has stayed relatively, the same.

Jake also announced that as of July 1st all positions transitioned to the electronic application process. CMS100 applications will no longer be used. The decrease in the number of postings on the website is due to internal steps associated to the transition, not due to a decrease in need. The number of postings should increase soon as internal steps of the transition are complete. He also highlighted the job alerts and other functionalities available to candidates on the website. The number of titles require testing has also decreased with this transition as the job descriptions and application questions will be more in alignment, so the evaluation/validation of the applicant's requirements are based on meeting qualifications.

Ada noted that in the 2021 Employment Plan Report states that 11 agencies reported having a Liaison to the Asian American community. She requested the list of those agencies to the to connect with them to coordinate a recruitment effort across the board and to possibly promote the opportunity for the other agencies that do not have a liaison. Patricia Santoyo-Marín of CMS will share that information with Ada.

- CMS D&I Projects

Patricia Santoyo-Marín of CMS shared an update about the DEI Summer Internship Program and thanked the council for their involvement making it possible to host interns of the Asian American community. The Summer cohort consisted of five traditional students and will be wrapping up in the next few weeks. The next DEI Cohort will come to CMS and 16 State Agencies who have committed to receiving,



hosting an intern. They have already submitted their job descriptions for the interns and Patricia will be sharing that information with the councils to aid in identifying candidates.

Patricia also updated emails have been sent out to verify the correct agency contacts to ensure that the annual surveys go to the correct individual and furthermore ensure timely submission from each agency. She also updated that survey questions of previous years to ensure data associated with those questions is added back into the reports. The surveys are estimated to go out next month.

Patricia also highlighted the new educational outreach plan and New DEI annual training that will create the opportunity to leverage and continue the conversations and promote/develop inclusive practices. Approximately 60 percent of the workforce has completed the training thus far.

V. New Business

No new business.

VI. Public Comment

No Public Present.

VII. Adjournment

The meeting was adjourned.