



NOTICE

Asian American Employment Plan Advisory Council

Quarterly Meeting (#4)

Tuesday, October 26, 2021 | 1 PM – 3 PM CST

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 Herena			X	
Nasir Jahangir			X	
Kalpesh Joshi			X	
Abin Kuriakose			X	
Phimmasorn Lisa Luangsomkham				X
Grace Chan McKibben			X	
Dennis Mondero			X	

Total: 7 members present, 1 member 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
	Allison Macfarlane			X
	Ayesha Patel			X
	Barbara McDonald			X
IL Department on Aging	Cheryl Barrett			X
Illinois Department of Employment Security	Anna D'Ascenzo			X
Illinois Department of Children & Family Services	Ada Tong			X
	Nancy Rodriguez			
Illinois Department of Human Services	Amelia Gavina			X
Illinois State Policw	Mary Dowdy			X

Total: 12 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 February 23, 2021, May 25, 202, and August 24, 2021 meetings. Council Grace Chan McKibben seconded the motion. Council members Dennis Mondero and Grace Chan

McKibben abstained from voting for the May 25, 202, and August 24, 2021 meetings because they were not present but voted Aye for the February 23, 2021 meeting. All other voted for the motion. None opposed. Motion carried and minutes were approved.

- Council Bylaws Subcommittee

Council Bylaws Subcommittee to review bylaws adopted by NAEPAC. After review and consultation with CMS Legal the subcommittee will report back recommended adjustments to those bylaws that would be relevant to this council so the final product will eventually be bylaws that the council can vote on for adoption.

Members who volunteered for the subcommittee were

1. Grace Chan
2. Ket Hereña
3. Nasir Jahangir

Council Member Grace Chan McKibben motioned to adopt subcommittee. Council Member Nasir Jahangir seconded to adopt subcommittee. All were in favor. None were opposed. Motion passed.

IV. CMS Updates

- FY2021 Employment Plan Report and Hiring Update – Patricia

Patricia Updated that the 2021 Bilingual Needs Bilingual Pay Surveys and the Employment Plan Surveys had been completed. The data has been received and is in the process of being analyzed and prepared for the annual report. The council will receive a list of recommendations based on the data. The council will have an opportunity to provide feedback on the recommendations and the reports.

Patricia also provided an overview of the state employee headcount update and noted that there is room for improvement and that the data is going to be taken into considerations when recommendations are developed. The census data will also be utilized in the report and assessment of action items.

Dennis Mondero requested to know the percentage of Asian Americans on State appointed boards and commissions. Patricia Santoyo-Marin from CMS will provide additional data regarding Census and State benchmarks for reference to be used in comparing the percentages of Asian Americans in the State workforce. She will look into obtaining the demographic data of the State Boards and commissions as requested by Council Member Dennis Mondero.

Chair Jani expressed his frustration with the difficulty that individuals have encountered in applying for appointment to the council. Patricia let them know that the conversation regarding the process and that it is much like a standard hiring process with multiple steps like interviews and background checks. Should members of the council recommend current council applicants, to move forward in the process, they should send those names to Patricia Santoyo-Marin and Mark Mahoney at CMS

once that person has completed the online application process so they make notice to the Governor's office.

- **Connecting with Southern Illinois Resources**
Chair Jani, and Council Members Kalpesh Joshi, and Nasir, Jahangir, and Dennis Mondero Volunteered to assist with connections and/or participate in a meeting with agency recruitment staff to foster and build connections to Southern Illinois resources for the state agencies. Mayra Magaña from CMS will begin communication with the council members that volunteered to participate in a meeting to assist in connecting State Agency Outreach Representatives with Asian American organizations and resources in central and southern Illinois regions.
Council Member Dennis Mondero and Mayra Magaña from CMS will discuss connecting with the IL Partners for Humans Services and developing a partnership with them to reach communities in some of the southern regions of the state.
- **Remaining to 2021 Annual Trainings**
Mayra Thanked the council members for prompt responses in completing the you for prompt responses tin completing the Security Awareness Training. Next year access will be electronic, and Mayra will be requesting some information needed by the technology department to establish the accounts for access.

V. **New Business**

- **2022 Quarterly Meeting Dates**
Council Member Dennis Mondero proposed that the 2022 Asian American Employment Plan Advisory Council quarterly meetings will be scheduled for the 4th Wednesday or Thursday of each Quarter. Upon further discussion of availability, the council found came to a consensus of having the meeting time be from 2pm to 4pm.

Council member Kalpesh Joshi inquired about the possibility of having an in-person meeting. Patricia informed him that Ideally that would be the goal but that for now, due to COVID they have been transitioned into a virtual space. Once guidance from the governor's office indicates that the in-person meetings can resume then that will be scheduled.

Council member Kalpesh Joshi motioned for the 2022 Asian American Employment Plan Advisory Council quarterly meetings to be scheduled for the 4th Wednesday of each Quarter from 2PM to 4PM. Council Member Grace Chan McKibben Seconded the motion. All were in favor the motion passed unanimously.



The 2022 Asian American Employment Plan Advisory Council meeting dates are as follows:

Date:	Time:
Wednesday, January 26, 2022	2:00 PM – 4:00 PM
Wednesday, April 27, 2022	2:00 PM – 4:00 PM
Wednesday, July 27, 2022	2:00 PM – 4:00 PM
Wednesday, October 26, 2022	2:00 PM – 4:00 PM

- Ada Tong, the new Chief of Asian American Services at DCFS introduced herself to the council and inquired whether the Asian American based focus group noted in the 2020 report has developed as of yet. Council member Grace Chan McKibben updated that she was supposed to work with two individuals on this just before the pandemic broke out and those individuals have moved on to other positions since then. Ada volunteered to work with Grace to resume the initiative of establishing and developing an Asian American State Employee resource group. The update will be added as and agenda item for the 2022 first quarter one meeting agenda.

VI. Public Comment

- There were no members of the public.

VII. Adjournment

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