



NOTICE

Asian American Employment Plan Advisory Council

Quarterly Meeting (#4)

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

Minutes

- I. **Call to Order**
- II. **Roll Call – Mayra Magaña of CMS in Chair’s absence at the beginning of the meeting.**
Chair Jani gave prior notice that he would be late to the meeting due to meeting schedule conflict with holiday.

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	
Shree Gurusamy			X	
Ketskasy Herena				X
Nasir Jahangir			X	
Kalpesh Joshi				X
Abin Kuriakose			X	
Phimmasorn Lisa Luangsomkham			X	
Grace Chan McKibben				X
Dennis Mondero				X
Hae D Paul Park			X	

Total: 6 members present, 4 members absent. Quorum was achieved but subsequently lost. Some council members were not able to attend the whole meeting. Council member Grace Chan McKibben gave prior notice that she would be traveling and would likely miss the meeting. Council Member Joshi gave notice prior to the meeting that he would not attend the meeting due to meeting schedule conflict with holiday.



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
	Sarah Kerley			X
	Patricia Santoyo-Marin			X
	Allison Macfarlane			X
	Terrence Glavin			X
	Mayra Magaña			X
	Anthony Lozzi			X
	Valerie Cowen			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
Illinois Department of Financial & Professional Regulations	Alia Choudhury			X
Illinois Department of Human Rights	Martin Duncan			X
Illinois Department of Human Services	Amelia Gavina			X
Illinois Department of Revenue	Phyllis Tate			X
Illinois Department of Transportation	Sherry Pittman for Sannaz Etemadi			X
Illinois State Police	Sherise Gipson for Chief Mary Dowdy			X

Total: 17 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. Leadership Updates

- New Council Member – Mark Mahoney
 - Mark Mahoney of CMS welcomed and Introduced Shree Gurusamy and Paul Park who are newly appointed members of the Council.
 - Council Member Shree Gurusamy shared some of her background and her interest in Diversity and inclusion along with engagement of the Asian American community. She expressed he gratitude in the opportunity to engage and be a part of the council.
 - Council Member Paul Park shared some of his background and his interest in advancing the Asian American community at large, in particular increasing the number of Asian American
 - Chair Jani welcomed the newly appointed Council Members.
- Additional Application Updates – Mark Mahoney
 - Mark Mahoney of CMS shared that the council has a total of 11 seats and 10 of those seats have been filled. Mark encouraged council members to share the opportunity and recommend individuals so they can apply for the remaining vacant seat.

IV. Council Items for Discussion

- Approval of Meeting Minutes
 - January 26, 2022, Meeting Minutes: Council member Jahangir noted that the year on the meeting minutes needed to be changed from 2021 to 2022. Council member Jahangir motioned to approve the January 26, 2022 meeting minutes. Council Member Kuriakose seconded the motion. All were in favor. Motion passed unanimously.
 - April 27, 2022, Meeting Minutes: Council member Kuriakose motioned to approve the April 27, 2022 meeting minutes. Council Member Hereña seconded the motion. All were in favor. Motion passed unanimously.
 - July 27, 2022, Meeting Minutes. Council member Kuriakose motioned to approve the July 27, 2022 meeting minutes. Council Member Hereña seconded the motion. All were in favor. Motion passed unanimously.
- Employment Career Fair in Normal, IL
 - Chair Jani expressed that he was very happy the way the event was organized, and the effort put into the event by the State agencies to ensure that they had a presence at the event.

- Development of Asian American State Employee Resource Group Update
 - Ada Tong of DCFS shared they are still in the process of setting up a meeting with the volunteers that signed up at the June reception. She also noted that she has limitations on when she is able to work on the ERG as there are restrictions that prevent her from working on the ERG on during her regular work hours.

V. CMS Updates

- Announcement of New CMS D&I Staff Anthony Lozzi, Human Resources Specialist
 - Mark Mahoney introduced new CMS D&I Human Resources Specialist, Anthony Lozzi and shared some of his outreach and recruitment experience and that he will be based in Springfield.
 - Anthony Lozzi shared that he is excited to meet everyone and shared some of his experience working diversity outreach previous to coming to CMS D&I and that he looks forward to continuing to be on the field and engaging potential candidates of diverse backgrounds.
- State Workforce Diversity Numbers Update
 - Sarah Kerley 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. She noted that despite the decrease in the number of state employees there has been an increase in the number of employees who identify as Asian American both in management and non-management positions.
- Governor's Emergency Hiring Initiative – BOP
 - Sarah Kerley of CMS shared that Governor Pritzker made clear that the State has a staffing crisis. She shared that it is a situation we are working hard to address by building bridges with resources and strategizing and a focusing agencies on the best way to harness resources and working to procure advertising and marketing resources as well as assessing where there are retention challenges and how to address them. Additionally increasing outreach and with the process being online increasing the number of applicants in the pool for the positions.

- Council Member Gurusamy Inquired as to how one would go about planning a job fair for the Indian Community. Sarah Kerley of CMS indicated that Mayra Magaña of CMS may be of assistance in getting started and that additional staff members would then partake in the process based on regions. Patricia of CMS shared that we recently, for the first time, organized in Collaboration with the Council. She noted that connecting with leadership in the communities as well as entities in the communities. The connections to the communities that the council members can foster are important in the success of these efforts to reach and engage the different Asian American Communities.
- Patricia Santoyo-Marin also requested that council members share when there are events within the communities so the state can participate and engage the community to build relationships, increase outreach and recruitment, and in turn increase the number of Asian Americans in the State workforce.
- Council member Park Requested Tony's and Sarah's information. Mayra Magaña noted that she would share it with him.
- CMS D&I Updates
 - Asian American Employment Plan Coordinator Position Update
Patricia Santoyo-Marin of CMS shared that staffing requirement noted in the statute of two other Employment Plan Advisory councils that call for an Employment plan coordinator for their council and that Director is moving forward with decision to expand the staffing requirement for all four Employment Plan Advisory Councils. An Employment Plan Coordinator position will be established to work specifically. Once it is posted the council will be notified so they can share the opportunity with their communities.
 - Meeting of Four Council Chairs
Patricia Santoyo-Marin shared This meeting has not yet been scheduled but is expected to take place in November. The new Equity Office from the Governor's office will also partake in this meeting.
 - BNPB Report Update
Patricia Santoyo-Marin shared surveys have been submitted and she has started working on the report. A draft of the Bilingual Needs and Bilingual Pay Report will be shared with members of the council for review and feedback.

○ Employment Plan Report Update

Patricia Santoyo-Marin shared that this year the report also included questions regarding internship demographics and opportunities. It also included questions regarding their partnerships and diversity recruitment efforts. Once complete a draft of the report will be shared with members of the council for review and feedback.

○ Outreach Updates

Patricia Santoyo-Marin reminded council to let Mayra Magaña or herself know if there are any events or celebrations that would be a good opportunity to engage the communities in outreach and recruitment. She also Highlighted the diverse topics of the CMS Live Conversations webinars offered through CMS University and the statewide recruitment discussions that take place each month. She also encouraged Council members their holidays or special days of remembrance to so they can be reflected

New Business

- **Meeting dates for 2023**

Quorum was lost as some Council Members had to leave the meeting early so the council was not able to vote on the dates. The council members that were on the call indicated that the dates were feasible and did not conflict with any major holidays or religious observations.

The proposed meeting dates and times were as follows:

Q1: March 1, 2023	2:00pm to 4:00pm
Q2: May 17, 2023	2:00pm to 4:00pm
Q3. August 23, 2023	2:00pm to 4:00pm
Q4: November 29, 2023	2:00pm to 4:00pm

Mayra will be sending the proposed meeting dates to council members and following up regarding next steps in adopting the 2023 meeting dates in accordance with OMA.

VI. Public Comment

- No Public Comment

VII. Adjournment

- The meeting was adjourned by Chair Jani. The council no longer had a quorum.