



STATE OF ILLINOIS  
**OFFICE OF THE GOVERNOR**  
SPRINGFIELD, ILLINOIS 62706

**Pat Quinn**  
GOVERNOR

**NOTICE**

**Wednesday, Dec. 10, 2014**

Asian American Employment Plan Advisory Council Board Meeting:

2:00 P.M. – 4:00 P.M.

JRTC, 100 W. Randolph, 16<sup>th</sup> floor Video Conference room, Chicago, IL

And

Capitol, Room 205 State House, Springfield, IL

(videolinked)

**AGENDA**

- I. Call to Order
- II. Roll Call
  - a. **Phone-** Sammi Mah on behalf of Doris Moy (Dept of Labor); Sheila Riley (DCFS, Choua Vue (Illinois Action for Children); Kyong Lee (HFS); David Chih (U of I—Urbana); Sik Son (Council Member); Mary (College of DuPage); Nasir Jahangir (Council Member); May Saengprasueh (Council Member), Josina Morita (Council Member)
  - b. **Springfield-** John Nelson on behalf of Jessica Nunes (DOR); Zafreen Farishta (Governor's Office, Fellow); Michelle Saddler (Ex Officio with DHS); Wendy Butler (CMS); Darryl Harris (Governor's Office)
  - c. **Chicago-** Katelyn Tye (Dept of Corrections); Theresa Mah (Governor's Office); Grace Hou (Council Member); Josina Morita (Council Member)
- III. Review and Approval of the Minutes from March 19, 2014, June 11, 2014, and Sept. 17, 2014.
  - a. Last time's minutes – unsure of Ex Officio members; Correction: Hector Villagrana not Victor
  - b. Minutes approved.
- IV. New business: Transition planning
  - a. This council is legislatively mandated; important work outlined in legislation for this council will proceed
  - b. The sitting governor decides the terms of appointed council members. There is a chance that with the new governor, members will be reappointed and/or a new person will be identified as a liaison to this advisory council



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- c. Question (from Theresa): Should we write an outline about our services, mission, values, dynamic of our membership, bipartisan or partisan nature of our council, key projects at present, etc? Such a draft would be beneficial to us as well as the transition team. What role do we want to play in writing this?
    - i. Council Comments: Transition document should:
      - 1. Include council accomplishments from this past year
      - 2. Officially list all of the members as agency liaisons so that the document can serve as a record of members/who has been participating and who can continue to participate. We'll recommend that the same people continue to serve. Agency representatives are critical and should be noted
      - 3. Discuss future goals of council
      - 4. Be 1-2 pages and forwarded to group members for immediate and quick feedback
      - 5. Perhaps include a cover memo in solidarity with African-American and Hispanic Council
    - ii. As council members, it would be helpful for Theresa and Grace to know full participation –if you are a council member and want to continue serving in 2015 please send an e-mail verifying this to Theresa and/or Grace; Moving forward with the new administration, we must have full participation and far fewer meeting absences than there have been – especially because in 2015 we want to do more outreach, recruitment, and webinars – email by Monday (12/15)
    - iii. Representative from Latin American Organization of Elgin – Her organization can include a letter in support of the Council to increase advocacy
  - d. Group thanks Theresa for her service and vision for this Council, all that she has done to push forth Asian-American community, being selfless rather than self-promoting, working on bills, supplementing goals with external work, and promoting and aiding the community whenever possible!
- V. Old Business
- a. Subcommittee/working group reports/activities
    - i. Recruitment Committee: Oct. 28th workshop at Truman College
      - 1. Successful; 65 attendees – fewer agencies than previous events due to chaotic week (last week of October and did not really engage IDES system to send out a



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- mass e-mail; attendance by Asian-American was higher while overall attendance was lower)
2. This event's location in the Uptown area was important and helpful because of the concentration of Asian-American community that lives there
  3. This was the 8<sup>th</sup> Recruitment Workshop since this Council started and hopefully not the last
- ii. Small Group/Agency Targeted Discussion Committee: Have not had a follow-up meeting with IDES with all that has happened; something that we will pursue if we continue with this
- b. Update on Asian American Employment Plan online survey
- i. Carlos' update: Launched 3 surveys on December 3<sup>rd</sup>, expected completion- December 15<sup>th</sup> - a lot for agencies to do in that time
  - ii. Questions posed on surveys were reviewed with Councils and CMS (consistency b/w 3 councils)
    1. Something new asked this year that we should follow-up on: How many veterans hired and how many of these vets were minority?
    2. Question referring to line item in budget for Asian-American hires was reworded
    3. Other questions addressed: Professional development; tuition reimbursement; how many people are enrolled in workforce upward mobility program at your agency and how many of these are minorities?; What does the EEO office do to ensure that interview invitations are also open to Asian-Americans/minorities?; What job titles are vacated frequently and which are filled? By minorities?; How do agencies review their need for bilingual interviewers? (This should be reviewed with the Bilingual Board Council).
  - iii. The report is due in February; we want to sign off on it by January 12<sup>th</sup>, 2015
  - iv. Survey results will be added to the Employment Plan and serve as an important record of what we've achieved this year and as a baseline for improvements in the future
- c. 2015 Asian American Employment Plan timeline: survey due date; 2015 report draft due date; confirmation of volunteers to help write/edit/analyze 2014 data
- i. Timeline moving forward: data through CMS probably won't be completed, run, and reported until January 2<sup>nd</sup>. The bulk of the analysis that goes into the report really can't happen until we get those numbers in January.



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- ii. Councils should include a recommendations section at the end of the report; potential recommendations include:
  1. Decrease waiting time for applicants (in response to complaint that referred individuals are not hearing back after applying)
  2. Review agencies' random selection process for applications and ensure proportionality amongst all applicants, including minorities
  3. Conduct language assessments to determine the number of bilingual staff needed at various agencies; possibly mimic 10% bilingual rule at DHS (receive money as incentive for more bilingual speakers – Note: there would be pushback on budget)
  4. Reevaluate IDOT's Veteran-preference hiring practice for filling Highway Maintenance positions; Current practice:
    - If there is a list of 5 eligible veterans applying for a job and all state that they are no longer interested, IDOT could technically go to their list of non-Veteran applicants and hire from that list. Instead, IDOT waits for more interested Veterans to apply. Really, non-Veteran applicants cannot get this position.
    - This practice wrongly provides false hope to non-Veterans applying
    - Disparate impact to Asian-American population
    - If this is listed as a recommendation, we should proceed with caution and first clarify whether this is internally *mandated* at IDOT or is a hiring *practice*
    - Veterans' preference law is not being questioned; rather, the abovementioned practice is being questioned. The African-American Council is going to write a letter to IDOT asking for clarification on how Veterans' preference practices are employed at the Agency for Highway Maintenance positions. Our Council could follow suit.
- d. Review of 2014 goals, strategies, and objectives
  - i. Direct interests to assist with the 2014 Report to Theresa Mah
  - ii. 2015 goals and objectives: Continue holding meetings and webinars; Consolidate survey results in Employment Plan Report; Implement vacancy notices; Increase the network of individuals who receive vacancy notices



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- VI. Announcements and Public Comment
- a. Theresa will be here until at least January 9<sup>th</sup>
  - b. Employment Plan: Overview will be sent to Cory or Theresa/Governor's Office
    - i. Deliver to EEOC offices too?
    - ii. Additional comments: When hiring promotion officers, make sure Asian-Americans are on interview invite list if they applied
    - iii. Ensure those Asian-Americans who have jobs are not being adversely affected by CMS application process
    - iv. Retention and success of certification should be considered as there are often barriers which keep Asian-Americans from actually completing certification once started
      1. This question should be added to next year's survey
      2. Certification typically takes 6-12months
  - c. Employment Trends & Numbers:
    - i. FY 2013: DHR noted ISP, Illinois Gaming Board and IDNR for lacking minorities (in terms of: gender, ability, race, geography, etc.); In FY 2014: DHR noted ISP, Human Services/DHS, DVA for lacking minorities
    - ii. January 2013: 42,864 employees fall under Governor's jurisdiction; January 2014: 44,078 – 1,089 of which are Asian-Americans (22 more than last year)
    - iii. Dept of Revenue (DOR): of 1,700 employees, 73 are Asian-Americans (4.2%)
    - iv. Dept of Public Health: 71 Asian-American employees at present; there were 70 last year
    - v. New hires, overall for first quarter of 2014: 1,032 – 37 of which were Asian-Americans (3.5%)
    - vi. Dept of Transportation: 5,000 employees of which about 22 are Asian-Americans
    - vii. State Police: 2,954 officers (36 Asian-Americans); 1,868 of which are sworn officers (35 Asian-Americans)
    - viii. Employment Examination administered to about 4,052 Asian-Americans (self-report information on exam)
    - ix. General note: DHS started this year with major deficit – could very well face possible shut-downs and removal of certain positions
    - x. DOR- to hire several out of state auditors – will increase hiring of minorities. Four positions to be granted to individuals from California, which is a heavy-minority area



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- d. Thanks to Carlos for all of your help on this process (for employment plan and survey). You've been at every meeting, we've learned a lot from you, thank you! Your level of detail and explanation has been extremely helpful.
  - i. Carlos invites EO Officers from agencies periodically to meetings for even more information on hiring process
  - ii. Carlos announced ISP opened enrollment for State Police

VII. Adjournment – Thanks, everyone.