



NOTICE

Hispanic Employment Plan Advisory Council

Quarterly Meeting – Via WebEx

Thursday, October 7, 2021 10:00 A.M. – 12 P.M.

Call to Order - Roberto Sanabria, Council Chair called the meeting to order.

Roll Call – Roberto Sanabria, Council Chair

Hispanic Employment Plan Advisory Council				
ATTENDANCE ROSTER: COUNCIL MEMBERS				
Council Members	Present			Absent
	In person - Chicago	In person - Springfield	via Webex	
Roberto Sanabria, Chair			X	
Ana Guajardo			X	
Jose M. Muñoz			X	
Patricia Mota			X	
Christian Roldan - Johnson				X
Roberto Sepúlveda			X	
Layla Suleiman Gonzalez			X	

Total: 6 Council Members present, 1 was absent, quorum was achieved.

Hispanic Employment Plan Advisory Council					
EX-OFFICIOS					
Ex-Officio Agency	Agency Designee	Present			Absent
		In person Chicago	In person Springfield	Via Webex	
Aging	Cheryl Barrett for Selma D’Souza			X	
Children and Family Services	Jose Lopez			X	
Commerce and Economic Opportunity	Diana Alfaro			X	
Corrections	Fernando Chavarria				X
Employment Security	Anna D’Ascenzo			X	
Healthcare and Family Services	Theresa Eagleson				X



Hispanic Employment Plan Advisory Council					
EX-OFFICIOS					
Ex-Officio Agency	Agency Designee	Present			Absent
		In person Chicago	In person Springfield	Via Webex	
Human Services	Amelia Gavina			X	
Human Rights	Jim Bennett				X
Public Health	Ngozi Ezike				X
Transportation	for Omer Osman				X

5 Ex-Officios were present or represented.

Hispanic Employment Plan Advisory Council				
ATTENDANCE ROSTER: Agency Representatives				
Agency	Representative	Present		
		In person - Chicago	In person - Springfield	via WebEx
Central Management Services	Sarah Kerley			X
	Mark Mahoney			X
	Allison Macfarlane			X
	Barbara McDonald			X
	Ayesha Patel			X
	Radhika Lakhani			X
	Julie Langrehr			X
	Corey-Anne Gulkewicz			X
	Valerie Cowen			X
Department of Children and Family Services	Nancy Rodriguez			X
Department of Financial and Professional Regulation	Temi Bennett			X
DoIT	Vicky Simpson			X
Illinois Department of Human Services	Elizabeth Diaz-Castillo			X
	Jay Hines-Shah			X
Illinois Department of Juvenile Justice	Jim Crowley			X
Illinois State Police	Mary Dowdy			X

Total: 9 CMS and 7 other Agency Employees attended the meeting.



Hispanic Employment Plan Advisory Council				
Attendance Roster: Members of the Public				
Name	Entity Represented	Present		
		In Person Chicago	In person Springfield	Via Webex
Carlos Charneco	League of United Latin American Citizens, (LULAC) and IAHSE			X

Total: 1 member of the public attended the meeting.

IL Governor’s Office Chief Equity Officer Sekile Nzinga and Special Assistant to the Chief Equity Officer Jersey-Shabazz were also present at the meeting.

Discussion Items

Update on HCM data Reporting Capabilities

Sarah Kerley shared information and graphics indicating some of the changes that were made and the challenges that were found in the capturing of the demographic information. Council Member Mota requested percentages and “at Pre-Offer, Offer, and Hired and more detail on happens in between Pre-Offer and Offer. Sarah will follow up with the data requested.

Council Bylaws

A subcommittee was created to discuss the creation and adoption of Bylaws. The subcommittee members are Council Members Jose Muñoz and Layla Suleiman Gonzalez and tentatively Ex-Officio Jose Lopez. Mayra will send an email connecting the subcommittee members with Radhika Lakhani so they can begin the discussion. They will report back on the discussion at the next council meeting.

Approval of Meeting Minutes

May 06, 2021 Meeting Minutes - Council Member Patricia Mota motioned to approve the meeting minutes, Council Member Jose Muñoz seconded the motion, all were in favor, the motion carried unanimously.

August 05, 2021 Meeting Minutes - Council Member Layla Suleiman Gonzalez motioned to approve the meeting minutes, Council Member Jose Muñoz seconded the motion, all were in favor, the motion carried unanimously.

Status on meeting with Directors of Agencies

Update on meeting with DCFS Director Mark Smith:

Chair Sanabria will select a few dates and inquire as to council member availability



so that he and two other council members can move forward in scheduling a meeting with Director Smith of DCFS.

Identification of next director for Council to meet with

Director Bennet of IDHR: Martin Duncan will serve as intermediary so a meeting with Director Bennet can be scheduled. Chair Sanabria will follow up with him regarding scheduling.

Director Basta of IDOA: Mayra will send Chair Sanabria the email address of IL Dept. of Aging's Ex-Officio Selma D'Souza so he can reach out regarding scheduling a meeting with Director Basta.

Identification agency director to be invited to next meeting

Council members will meet with Director Smith of DCFS, Director Bennett of IDHR, and Director Basta of IDOA and decide which director to invite to the next meeting after they have met with them.

Introduction of IL Governor's Office Chief Equity Officer Sekile Nzinga and Special Assistant to the Chief Equity Officer Jersey-Shabazz Hosier

Both Chief Equity Officer Sekile Nzinga expressed her shared sentiment in progressing the diversity and equity of the State's workforce as well as the development of a more adequate method of presenting demographic self-identification questions. Special Assistant to the Chief Equity Officer Jersey-Shabazz Hosier expressed the same. They both look forward to continuing to work with the council.

Update on Council Member Application Process

Mark Mahoney indicated that the application website link will be sent to the council so they can direct interest individuals to the website. Individuals interested in becoming members of the council will be able to apply directly from the link online. If the council is recommending someone, they are to notify Patricia Santoyo-Marin of the person being recommended once that person has completed the online application process. Patricia will then follow up on the application with the Governor's office to ensure it was received and being reviewed.

Survey Questions

Patricia Santoyo-Marin shared...

Patricia will look into the use of the Universal Sign Language within the state and as a language option. Chair Sanabria requested that future surveys tease out data specific to the Hispanic/Latinx demographic as the council uses that specific data for analysis and recommendations.

Monthly Statewide Recruitment Discussion Meetings – Patricia Santoyo-Marin

New Structure: Focused Topics - Moderated Panel Discussion with agency specific



questions focused on finding solutions to challenges. September was focused on Effectively Engaging the Hispanic Latinx Community

New Business

Proposed 2022 Meeting dates

Meeting dates were proposed. The council agreed on dates for each quarter. The final Dates agreed upon were as follows:

Date:	Time:
Friday, February 18, 2022	10:00 AM – 12:00 PM
Friday, April 15, 2022	10:00 AM – 12:00 PM
Friday, August 19, 2022	10:00 AM – 12:00 PM
Friday, December 09, 2022	10:00 AM – 12:00 PM

Council Member Layla Suleiman Gonzalez motioned to adopt the agreed upon 2022 meeting dates, Council Member Jose Muñoz seconded the motion, all were in favor, the motion Carried unanimously.

Mandatory Annual Security Awareness Training

Mayra Thanked the council for their prompt responses to the previous annual training and reminded the Council that the due date for the Annual Security Awareness Training is Nov. 3, 2021.

Public Comments

Jose recommended that the answers to survey the questions be made available to the public as with previous years.

Carlos Charneco recommended that future agendas have a focus on agencies’ employment plan reporting. The council discussed adding the topic as a standing item and agreed it would be good to include in future agendas. Council Member Jose Muñoz motioned to add a standing agenda item for “Agency Employment Plan Reporting and Review” to all agendas going forward. Council Member Patricia Mota seconded the motion, all were in favor, the motion carried unanimously.

Carlos Charneco will provide Patricia Santoyo-Marin and Mayra Magaña with the contact information for Henry Montoya of Association of Latinos Professionals For America (ALPFA) so he can be invited to the next meeting.

Jose Lopez of DCFS announced the following upcoming outreach events and encouraged agencies to participate and contact him via email if interested in participating.

1. October 14, 2021 State Agency Job Fair from 10am to 2:00pm at Harrison Park Field House, 1824 S Wood St.
2. November 18, 2021 Joliet Job fair in Collaboration with IDES, Time and Location TBD



ILLINOIS

JB Pritzker, Governor

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

Janel L. Forde, Acting Director

Adjournment

Council Member Jose Muñoz motioned to adjourn the meeting, Council Member Roberto Sepúlveda seconded the motion, all were in favor, the motion carried unanimously.