



NOTICE

Hispanic Employment Plan Advisory Council

Quarterly Meeting – Via WebEx
August 26, 2020 10:00 A.M. – 12 P.M.

[WebEx Meeting Recording](#)

1. **Call to Order** - Roberto Sanabria, Council Chair
2. **Roll Call** – Roberto Sanabria, 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	
Guadalupe Preston, Vice Chair			X	
Ana Carrillo Guajardo			X	
Jose M. Muñoz			X	
Patricia Mota				X
Christian Roldan Santos				X
Roberto Sepulveda				X
Layla Suleiman Gonzalez				X

Total: 5 members present, three were absent and 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	Paula Basta				X
Children and Family Services	Marc Smith			X	
Commerce and Economic Opportunity	Diana Alfaro			X	
Corrections	Fernando Chavarria			X	
Employment Security	Anna D’Ascenzo			X	
Human Services	Grace Hou				X
Human Rights	Jim Bennett				X



Hispanic Employment Plan Advisory Council					
EX-OFFICIOS					
Ex-Officio Agency	Agency Designee	Present			Absent
		In person Chicago	In person Springfield	via Webex	
Healthcare and Family Services	Theresa Eagleson				X
Public Health	Ngozi Ezike				X
Transportation	Omer Osman				

Three Ex-Officios were present.

Hispanic Employment Plan Advisory Council				
ATTENDANCE ROSTER: Agency Representatives				
Agency	Representative	Present		
		In person - Chicago	In person - Springfield	via WebEx
Department of Human Services	Amelia Gavina			X
	Elizabeth Diaz-Castillo			X
Central Management Services	Mark Mahoney			
	Rebecca Roussell			
	Gale Alston			
	Jake Altman			X
	Erik Colon			
	Ivan Ramirez			
Department of Children and Family Services	Nancy Rodriguez			X
	Lourdes Rodriguez			
Illinois Department of Innovation and Technology	Vickie Simpson			X
Illinois Department of State Police	Mary Dowdy			X
Illinois Department of Revenue	Yumnah Tayyab			X
Illinois Department of Public Health	Juana Ballesteros			X

Total: 16 CMS and 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			X
Josue Barba	Illinois Association of Hispanic State Employees, IAHSE			X
Juan Calderon	The Puerto Rican Agenda			X

3. Old Business

- There was no old business discussed.

4. New Business

- Chair, Roberto Sanabria, requested to meet with Directors of Agencies to let them know the Council is seeking to increase Latino representation in state government. He stated having Hispanic employees in senior positions is critical.
- Recommendation by Chair that all agencies help recruit Spanish-speaking candidates for higher level positions, specifically focusing outreach efforts to help educate individuals on how to apply for open competitive grades for positions.
- Recommendation by Chair that specific efforts be made to recruit in the Hispanic communities to help get Hispanic candidates on the eligibility list for hire and how to apply for job titles that support the community.
- Request by the Chair to meet with CMS Director Forde to address concerns that no Latino/as reporting directly to her. This is important because CMS should be a model for the other State agencies. Rebecca will coordinate a meet and greet before the next council meeting in November 2020.
- Suggestion by Chair to do Department Awards for agencies that are going above and beyond their affirmative action goals. Suggestion that sub-committee be formed to get the ball rolling. Guadalupe Preston, Nancy Rodriguez and Elizabeth Diaz volunteered to serve on the committee.
- Chair stated that all reports should be reviewed by the Council before being sent to the General Assembly.
- CMS Deputy Director of Diversity & Inclusion, Rebecca Roussell, agreed that the Council Members will receive the reports before they are sent to General Assembly.
- Chair requested a more structured meeting with agencies that are falling below expectation with their hiring efforts. Chair requested to speak with senior leadership and asked Rebecca to help coordinate this effort. Chair suggested a September date.



- Chair requested Rebecca make sure the Council is involved in the process before any reports go to the Legislators.
- Rebecca will send a survey to Council Members to make sure they are taking proactive approach in the reporting process.
- Rebecca wants Council Members involved with the Employment Plans (Recruitment/Outreach) and will send to them for input and review before the next council meeting.

Introductions and Global Comments-Mark Mahoney

- Mark Mahoney introduced new CMS Deputy Directors, Rebecca Roussell (D&I) and Gale Alston (Bureau of Personnel), Ivan Ramirez, Public Affairs Specialist.
- Rebecca spoke on Recruitment & Career Counseling goals and objectives and gave an overview of the Hispanic events the Diversity Enrichment Program has participated in during the 4th quarter, 2019.
- Rebecca discussed CMS University and the CMS Internship Program and will provide the Council with information on both before the next meeting. Rebecca discussed upcoming community outreach events to help recruit candidates and bring awareness to employment opportunities.
- Rebecca will invite Council Members to participate in future statewide recruitment meetings.
- Rebecca reiterated her request for input from the Council Members on all employment plans.
- Chair recommended CMS look at applicant flow data and job requirements to identify where in the process the issues are and where Hispanics are being screened out. The data will show where efforts should be directed.
- Rebecca will send Council Members a copy of the February 2020 General Assembly report.
- Rebecca will extend an invitation to Council Members to participate in the scheduled Statewide Agency Personnel Recruitment meetings going forward.
- Rebecca will send the recording of meeting, meeting minutes, and the power-point presentation to Council Members.
- Rebecca mentioned the Hispanic Heritage Month (September 15-October 15) is coming up and wants to engage the Council's participation as it relates to recruitment retention and information would be forthcoming.
- Rebecca will reach out to the Council for their input to celebrate diversity of Latinos.
- Rebecca will get dates set up before the November meeting to chat with Director Forde.
- Jake Altman spoke on the New Hiring Reform process. It is designed to reduce the turnaround time for hiring new employees. CMS is currently working on this pilot project which includes 14 agencies and 45 positions. Five agencies are currently



being trained on the New Hiring Reform process. Eventually, bargaining union position titles will be incorporated.

- Jake will look into the Eligibility List to see if CMS can filter the list before sending it out to hiring agencies that have underutilization.

5. Public Comments

- Public Members Present: Carlos Charneco and Josue Barba (Illinois Association of Hispanic State Employees, IAHSE) and Juan Calderon (The Puerto Rican Agenda)
- Juan from the Puerto Rican Agenda requested a copy of the CMS Hispanic Employment Plan that was sent to the General Assembly in February, 2020.
- Rebecca will forward a copy of the Hispanic Employment Plan to Juan.
- Josue Barba Board Member (IAHSE) recommended IAHSE be involved in meetings with CMS Directors. He also suggested the meeting start with poor performing agencies rather than agencies that are meeting their affirmative action goals. He wants to bridge the gap between both groups.
- Comment by Carlos Charneno representing League of United Latin American Citizens (LULAC). Carlos said the Hispanic Employment Plan report went out the General Assembly without feedback from the Council. Note: He spoke of people being placed in exempt positions and suggested looking at some agencies including IDOT, IDES, and Revenue. He said feedback on the Open Competitive List involving the selection process is challenging and has an adverse impact in the hiring process. Carlos mentioned random selection is hindering the hiring process. He believes outreach from CMS is being restricted because of the budget and limited staff. He also suggested looking at how many Latinos received career counseling. He thinks there should be higher representation among Hispanic recruiters/career counselors across CMS and other hiring agencies.

6. **Adjournment** – Motion made by Chairperson Roberto Sanabria to adjourn the meeting at 12:00 p.m. Ana Guajardo Carrillo seconded the motion that the meeting be adjourned.