



State of Illinois
Illinois Department of Central Management Services

STATE OF ILLINOIS 2011

African American Employment Plan



Respectfully submitted to the Illinois General Assembly
February 1, 2011, by Central Management Services



OFFICE OF THE GOVERNOR

JRTC, 100 W. RANDOLPH, SUITE 16-100
CHICAGO, ILLINOIS 60601

PAT QUINN
GOVERNOR

February 1, 2011

Dear General Assembly Member:

The following is the 2011 report of the State African American Employment Plan which will provide increased access to state employment to African Americans and will help us build a governmental workforce that more accurately reflects the diversity of our great state. The Plan was submitted by the Illinois Department of Central Management Services (CMS) to the General Assembly on February 1 as required by law.

As you may know, the State African American Employment Plan resulted from PA 096-1341 and was enacted on July 27, 2010. I am pleased to report to you that this legislation has among its components the increase of African Americans at all levels of state government, including those serving in supervisory, technical, professionals and managerial positions; tracking the hiring practices of African American employees; increasing the number of African Americans promoted; and establishing the African American Employment Plan Advisory Council. It also requires that each code agency report annually to CMS all activities in implementing the State African American Employment Plan in a format prescribed by CMS. The legislation also requires that CMS shall each year prepare an African American Employment Plan and report to the General Assembly by February 1 each state agency's activities that implement the Plan. This 2011 African American Employment Plan will serve as a benchmark by which future Plans will be measured and provides an in-depth study of African Americans in the state workforce.

As my administration continues to confront our state's fiscal challenges, we hold true to our values in support of diversity and the effectiveness of improving access to state government.

For this reason, I have charged the Illinois Department of Central Management Services to collaborate with the African American Employment Plan Advisory Council once established to meet the goals and objectives of this year's plan.

Sincerely,

A handwritten signature in black ink that reads "Pat Quinn".

Pat Quinn
Governor



ILLINOIS

Pat Quinn, Governor

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

James P. Sledge, Director

February 1, 2011

Dear General Assembly Member:

Public Act 096-1341 passed in July 2010 requires each state agency to include in its annual report its progress toward implementing the State African American Employment Plan. The legislation is part of the Governor's ongoing commitment to diversity in our workforce, including the hiring, training, retention, and promotion of African American employees.

The law requires CMS to prepare and submit to the General Assembly an annual African American Employment Plan reporting each agency's activities that constitute the plan. Accordingly, the 2011 report is submitted for your review. Outlined in the body of this report you will find information on the status of the African American workforce of individual agencies, as well as their accomplishments in meeting the objectives of this important legislation. We invite your review of this report, as well as your comments or recommendations.

Of course, there are many benefits of having a diverse workforce, but perhaps the most significant is to enable State agencies to provide better services more efficiently to the public. By continuing to work together on this vital initiative, we intend to achieve this goal and better serve the residents of Illinois.

Sincerely,



James P. Sledge
Director

Attachment

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I. State African American Employment Plan Background

The State African American Employment Plan, effective July 27, 2010, was the result of Senate Bill 3531, signed into law by Governor Pat Quinn, becoming Public Act 096-1341. Main components of the Act include increasing the number of African American state employees within all levels, including those serving in supervisory, technical, professional and managerial positions; tracking hiring practices of African American employees; increasing the number of African American employees hired and promoted; and establishing the African American Employment Plan Advisory Council.

The legislation also requires that the Department of Central Management Services (CMS) shall by February 1st of each year prepare an African American Employment Plan and report to the General Assembly each state agency's activities that implement the Plan. In turn, each state agency is required to report annually to CMS all activities in implementing the African American Employment Plan and shall do this in a format as prescribed by CMS.

Since 2006, CMS has enacted the State Hispanic Employment Plan which has been successful in increasing the number of Hispanic and bilingual employees in the state workforce. This Plan served as a model in developing the 2011 African American Employment Plan. Thereafter, CMS will work collaboratively with the African American Employment Plan Advisory Council to develop subsequent Plans and update the Plan with current demographics and employment statistics relating to the African American general population as compared to the Illinois African American workforce.

CMS developed a survey to assist state agencies in reporting activities, strategies and programs undertaken in accord with the State African American Employment Plan. Surveys were distributed to state agencies on October 1, 2010, with a return date of October 29, 2010. The surveys were reviewed to develop a profile of the African American state workforce and to assist in developing objectives for the next annual Plan. Copies of each individual agency's surveys are included in the appendices of each annual Plan reported to the General Assembly.

II. Current Demographics

Based on state employment workforce statistics as of December 31, 2010, approximately 21% of the state's 48,060 employees in coded state positions are African American. Furthermore, African Americans comprise 15.1% of Illinois' general population. The five Illinois counties with the highest population of African Americans are listed below followed by the corresponding number of African Americans in the state workforce. As of this writing, most complete census data is for year 2000.

COUNTY	% AFRICAN AMERICAN POPULATION	% AFRICAN AMERICAN STATE WORKFORCE
Cook	(1,405,361) 26.8%	(5,857) 57.9 %
St. Clair	(73,666) 29.1%	(265) 43.7%
Will	(52,509) 10.6%	(646) 39.9%
Lake	(44,741) 7.0%	(267) 35.8%
Peoria	(29,532) 16.4%	(73) 17.8%

There are 10,056 African American employees statewide in coded positions. The five state agencies with the largest number of African American employees in coded state positions are indicated below followed by the number of African American employees and their percentage of the total Agency workforce.

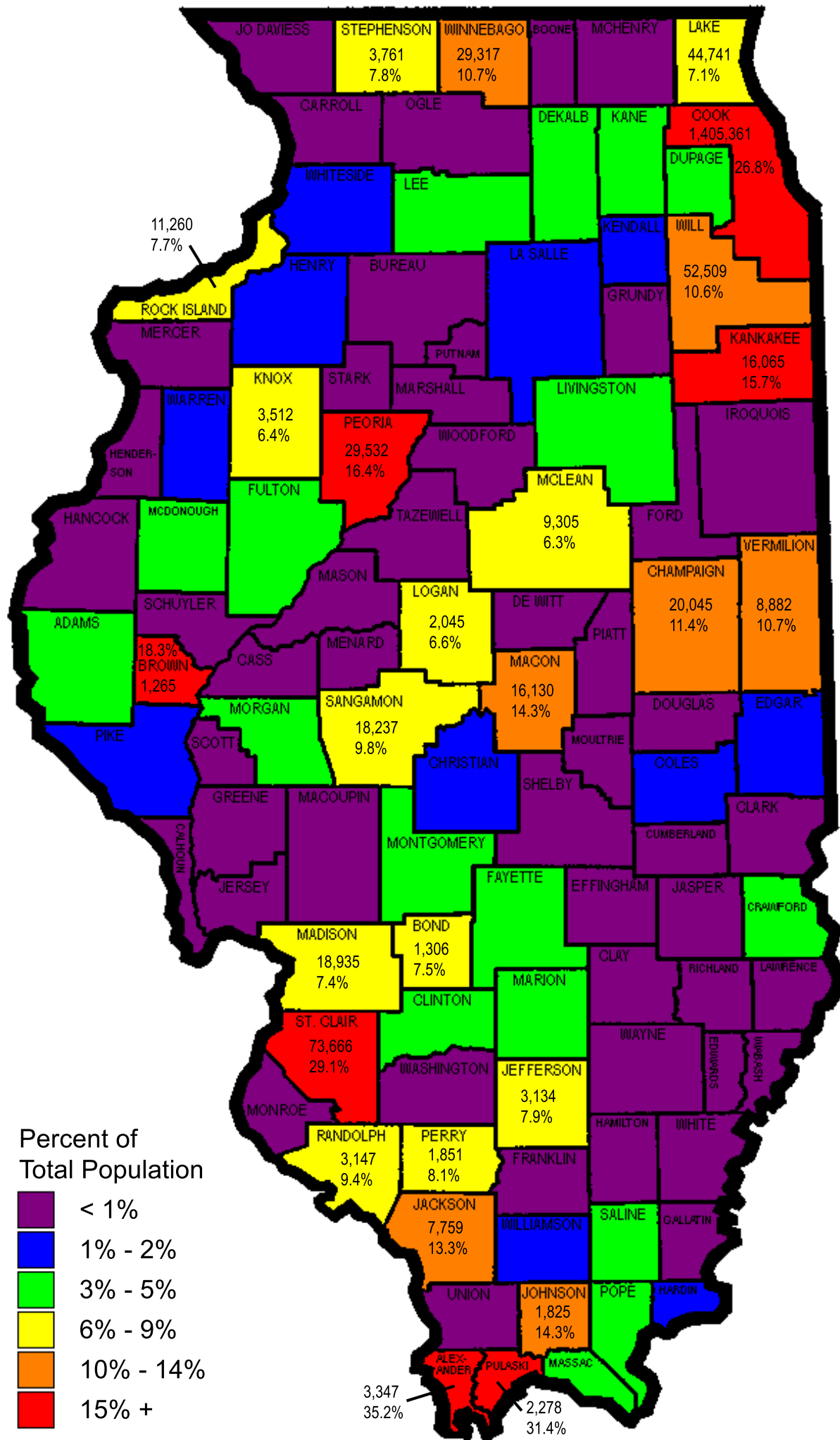
AGENCY	COUNT OF AFRICAN AMERICAN EMPLOYEES
Department of Human Services	4,431 (33.17%)
Department of Corrections	1,448 (12.70%)
Department of Children & Family Services	1,201 (40.59%)
Department of Employment Security	605 (31.23%)
Department of Healthcare & Family Services	433 (19.02%)

In calendar year 2010, 138,072 open competitive exams were administered. Of those, 43,923 were administered to African Americans. The graph below illustrates how African Americans fared when compared to all applicants.

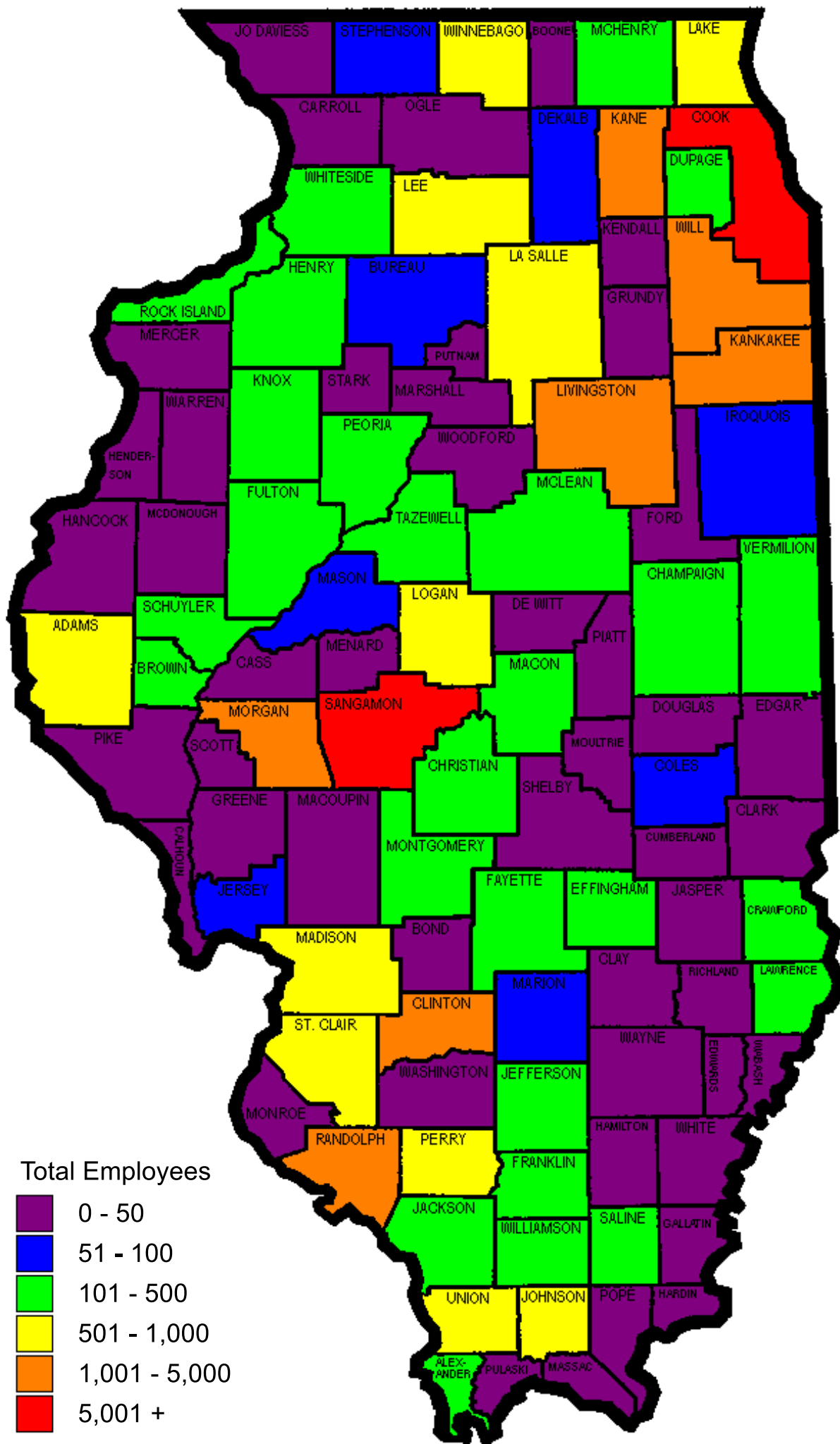
CY 2010	AFRICAN AMERICANS	NON-AFRICAN AMERICANS	TOTAL
Open Competitive Total Grades	43,923	94,149	138,072
A Grade	12,029	33,254	45,283
B Grade	9,551	24,399	33,950
C Grade	6,992	10,643	17,635
Failed Grade	15,351	25,853	41,204

Promotional transactions inclusive of all venues (Upward Mobility Program, promotion, Merit System Transfer with promotion and Promotion to Term) indicate a total of 494 employees were promoted in calendar year 2010; of that total, 98 (approximately 20%) are African American.

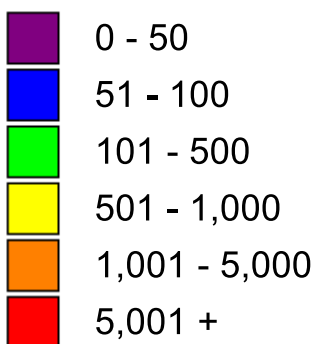
Illinois African American Population 2000 Census Data



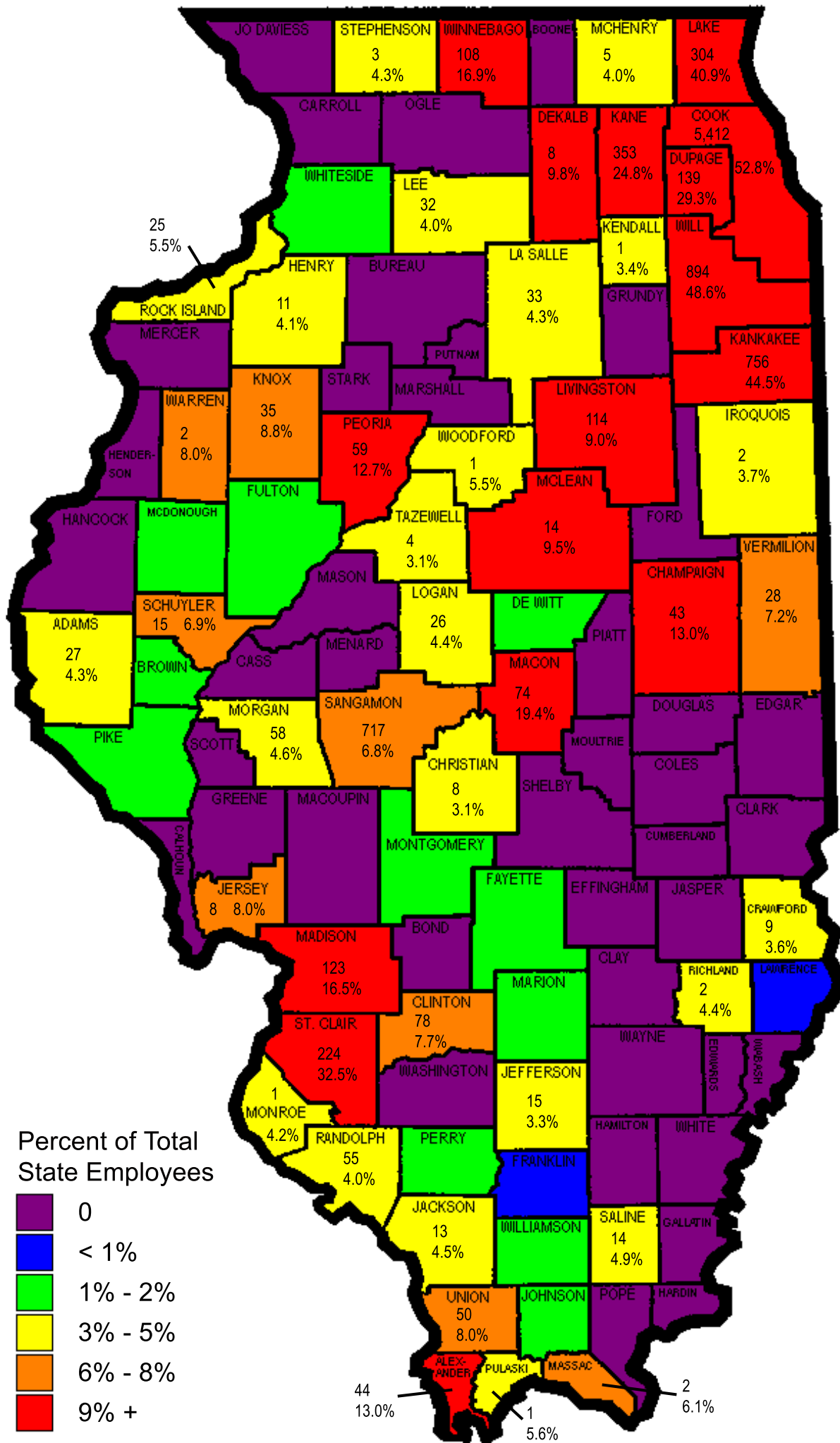
Coded State Employees as of 1/3/2011



Total Employees



Coded African American State Employees as of 1/3/2011



Population * vs. Workforce **

COUNTY NAME	TOTAL POPULATI ON	% AFRICAN- AMERICAN	TOTAL AFRICAN- AMERICAN	STATE EMPLOYEES		
				All	% AFRICAN- AMERICAN	TOTAL AFRICAN- AMERICAN
Adams	68,277	3.1%	2,094	625	4.6%	29
Alexander	9,590	34.9%	3,347	125	33.6%	42
Bond	17,633	7.4%	1,306	101	2.0%	2
Boone	41,786	0.9%	375	83	18.1%	15
Brown	6,950	18.2%	1,265	165	0.0%	0
Bureau	35,503	0.3%	116	155	1.9%	3
Calhoun	5,084	0.0%	2	51	0.0%	0
Carroll	16,674	0.5%	91	93	1.1%	1
Cass	13,695	0.4%	61	208	1.0%	2
Champaign	179,669	11.2%	20,045	307	18.2%	56
Christian	35,372	2.1%	758	500	0.0%	0
Clark	17,008	0.2%	34	56	0.0%	0
Clay	14,560	0.1%	16	65	0.0%	0
Clinton	35,535	3.9%	1,391	381	0.8%	3
Coles	53,196	2.3%	1,215	83	1.2%	1
Cook	5,376,741	26.1%	1,405,361	10,116	57.9%	5,857
Crawford	20,452	4.5%	927	227	3.5%	8
Cumberland	11,253	0.1%	12	40	2.5%	1
De Kalb	88,969	4.6%	4,084	171	17.5%	30
De Witt	16,798	0.5%	82	50	0.0%	0
Douglas	19,922	0.3%	60	41	2.4%	1
DuPage	904,161	3.1%	27,600	825	14.5%	120
Edgar	19,704	1.8%	362	104	0.0%	0
Edwards	6,971	0.1%	10	34	2.9%	1
Effingham	34,264	0.2%	56	127	0.0%	0
Fayette	21,802	4.9%	1,064	337	0.0%	0
Ford	14,241	0.2%	35	44	0.0%	0
Franklin	39,018	0.2%	59	363	0.6%	2
Fulton	38,250	3.6%	1,378	344	0.3%	1
Gallatin	6,445	0.3%	17	26	0.0%	0
Greene	14,761	0.7%	110	193	0.0%	0
Grundy	37,535	0.2%	71	187	1.6%	3
Hamilton	8,621	0.7%	58	65	0.0%	0
Hancock	20,121	0.2%	41	57	0.0%	0
Hardin	4,800	2.8%	132	62	0.0%	0
Henderson	8,213	0.3%	21	25	0.0%	0
Henry	51,020	1.1%	583	251	3.2%	8
Iroquois	31,334	0.7%	223	149	0.7%	1
Jackson	59,612	13.0%	7,759	629	8.3%	52
Jasper	10,117	0.1%	8	53	0.0%	0
Jefferson	40,045	7.8%	3,134	222	4.1%	9
Jersey	21,668	0.5%	114	92	0.0%	0
Jo Daviess	22,289	0.2%	44	41	0.0%	0

Johnson	12,878	14.2%	1,825	356	0.8%	3
Kane	404,119	5.8%	23,279	948	23.1%	219
Kankakee	103,833	15.5%	16,065	1,631	42.2%	688
Kendall	54,544	1.3%	718	152	21.7%	33
Knox	55,836	6.3%	3,512	291	10.0%	29
Lake	644,356	6.9%	44,741	746	35.8%	267
La Salle	111,509	1.5%	1,723	734	0.5%	4
Lawrence	15,452	0.8%	118	125	0.8%	1
Lee	36,062	4.9%	1,772	489	4.3%	21
Livingston	39,678	5.2%	2,053	674	2.7%	18
Logan	31,183	6.6%	2,045	581	1.7%	10
Mc Donough	32,913	3.5%	1,138	124	10.5%	13
Mc Henry	260,077	0.6%	1,523	252	2.0%	5
Mc Lean	150,433	6.2%	9,305	305	11.8%	36
Macon	114,706	14.1%	16,130	504	22.2%	112
Macoupin	49,019	0.8%	400	427	1.6%	7
Madison	258,941	7.3%	18,935	644	17.1%	110
Marion	41,691	3.8%	1,598	679	8.5%	58
Marshall	13,180	0.3%	46	35	2.9%	1
Mason	16,038	0.1%	19	198	0.0%	0
Massac	15,161	5.5%	831	83	7.2%	6
Menard	12,486	0.4%	48	502	0.4%	2
Mercer	16,957	0.3%	50	40	2.5%	1
Monroe	27,619	0.1%	14	71	0.0%	0
Montgomery	30,652	3.7%	1,143	485	0.4%	2
Morgan	36,616	5.4%	1,961	978	3.3%	32
Moultrie	14,287	0.2%	28	35	0.0%	0
Ogle	51,032	0.4%	224	148	0.0%	0
Peoria	183,433	16.1%	29,532	411	17.8%	73
Perry	23,094	8.0%	1,851	376	2.4%	9
Piatt	16,365	0.2%	39	36	0.0%	0
Pike	17,384	1.5%	260	225	0.4%	1
Pope	4,413	3.8%	166	64	0.0%	0
Pulaski	7,348	31.0%	2,278	116	32.8%	38
Putnam	6,086	0.6%	38	32	0.0%	0
Randolph	33,893	9.3%	3,147	879	2.0%	18
Richland	16,149	0.3%	47	155	1.9%	3
Rock Island	149,374	7.5%	11,260	326	7.1%	23
St. Clair	256,082	28.8%	73,666	607	43.7%	265
Saline	26,733	4.1%	1,085	287	3.1%	9
Sangamon	188,951	9.7%	18,237	8,555	8.1%	690
Schuyler	7,189	0.2%	16	167	0.0%	0
Scott	5,537	0.0%	2	107	0.9%	1
Shelby	22,893	0.2%	35	98	0.0%	0
Stark	6,332	0.1%	4	31	0.0%	0
Stephenson	48,979	7.7%	3,761	82	6.1%	5
Tazewell	128,485	0.9%	1,131	259	0.0%	0
Union	18,293	0.8%	150	591	0.7%	4
Vermilion	83,919	10.6%	8,882	335	9.3%	31

Wabash	12,937	0.4%	51	40	0.0%	0
Warren	18,735	1.6%	298	116	5.2%	6
Washington	15,148	0.3%	50	123	0.0%	0
Wayne	17,151	0.2%	26	67	1.5%	1
White	15,371	0.3%	40	35	0.0%	0
Whiteside	60,653	1.0%	616	376	3.5%	13
Will	502,266	10.5%	52,509	1,621	39.9%	646
Williamson	61,296	2.5%	1,527	610	4.8%	29
Winnebago	278,418	10.5%	29,317	551	20.9%	115
Woodford	35,469	0.3%	89	104	0.0%	0
Totals	12,419,293	15.1%	1,876,875	47,492	20.9%	9,906

* Information on the general population of Illinois is from the 2000 census.

** Reflects Code employees as of 12/31/2010.

*** In addition there are 150 African American employees employed out of state.

Code African-American Employees as of 12/31/2010

Agency	Employees		African-American %
	African-Americans	Total	
Aging	20	146	13.70%
Agriculture	22	446	4.93%
Arts Council	4	19	21.05%
Capital Development Board	6	46	13.04%
Central Management Services	146	1,423	10.26%
Children & Family Services	1,201	2,959	40.59%
Civil Service Commission	0	4	0.00%
Commerce & Economic Opportunity	55	425	12.94%
Commerce Commission	6	76	7.89%
Corrections	1,448	11,400	12.70%
Criminal Justice Information Authority	10	60	16.67%
Deaf and Hard of Hearing Commission	0	7	0.00%
Developmental Disabilities Council	3	9	33.33%
Emergency Management Agency	6	94	6.38%
Employment Security	605	1,937	31.23%
Environmental Protection	59	915	6.45%
Financial & Professional Regulation	77	487	15.81%
Gaming Board	15	88	17.05%
Guardianship & Advocacy	29	108	26.85%
Healthcare & Family Services	433	2,277	19.02%
Historic Preservation	9	199	4.52%
Human Rights Commission	6	14	42.86%
Human Rights Department	52	138	37.68%
Human Services	4,431	13,358	33.17%
Illinois Power Agency	0	0	0.00%
Insurance	23	252	9.13%
Investment Board	1	2	50.00%
Juvenile Justice	364	1,197	30.41%
Labor	17	77	22.08%
Labor Relations Board, Educational	2	12	16.67%
Labor Relations Board, Local	0	0	0.00%
Labor Relations Board, State	3	18	16.67%
Law Enforcement Training and Standards Board	2	16	12.50%
Medical District Commission	0	2	0.00%
Military Affairs	13	125	10.40%
Natural Resources	33	1,236	2.67%
Pollution Control Board	2	21	9.52%
Prisoner Review Board	3	19	15.79%
Property Tax Appeal Board	0	23	0.00%
Public Health	148	1,076	13.75%
Racing Board	1	2	50.00%
Revenue	272	2,022	13.45%
State Fire Marshal	7	137	5.11%

State Police	127	1,307	9.72%
State Police Merit Board	0	6	0.00%
State Retirement Systems	1	85	1.18%
Torture Inquiry & Relief Commission	0	0	0.00%
Transportation	188	2,409	7.80%
Veterans' Affairs	150	1,208	12.42%
Workers' Compensation Commission	56	173	32.37%
Grand Total	10,056	48,060	20.92%

African-American Employees in SPSA Positions as of 12/31/2010

Agency	SPSA's		African-American %
	African-Americans	Total	
Aging	2	12	16.67%
Agriculture	0	21	0.00%
Arts Council	0	3	0.00%
Capital Development Board	0	0	0.00%
Central Management Services	13	116	11.21%
Children & Family Services	20	50	40.00%
Civil Service Commission	0	1	0.00%
Commerce & Economic Opportunity	5	60	8.33%
Commerce Commission	0	0	0.00%
Corrections	38	117	32.48%
Criminal Justice Information Authority	0	4	0.00%
Deaf and Hard of Hearing Commission	0	2	0.00%
Developmental Disabilities Council	0	2	0.00%
Emergency Management Agency	0	6	0.00%
Employment Security	13	66	19.70%
Environmental Protection	2	64	3.13%
Financial & Professional Regulation	4	45	8.89%
Gaming Board	0	12	0.00%
Guardianship & Advocacy	3	8	37.50%
Healthcare & Family Services	10	129	7.75%
Historic Preservation	1	6	16.67%
Human Rights Commission	2	2	100.00%
Human Rights Department	3	9	33.33%
Human Services	55	234	23.50%
Illinois Power Agency	0	0	0.00%
Insurance	0	17	0.00%
Investment Board	0	0	0.00%
Juvenile Justice	3	17	17.65%
Labor	0	4	0.00%
Labor Relations Board, Educational	1	2	50.00%
Labor Relations Board, Local	0	0	0.00%
Labor Relations Board, State	0	2	0.00%
Law Enforcement Training and Standards Board	0	1	0.00%
Medical District Commission	0	0	0.00%
Military Affairs	0	2	0.00%
Natural Resources	1	48	2.08%
Pollution Control Board	0	1	0.00%
Prisoner Review Board	0	0	0.00%
Property Tax Appeal Board	0	1	0.00%
Public Health	11	68	16.18%
Racing Board	0	0	0.00%
Revenue	5	81	6.17%
State Fire Marshal	0	6	0.00%
State Police	5	31	16.13%
State Police Merit Board	0	1	0.00%

State Retirement Systems	0	4	0.00%
Torture Inquiry & Relief Commission	0	0	0.00%
Transportation	0	1	0.00%
Veterans' Affairs	4	17	23.53%
Workers' Compensation Commission	1	9	11.11%
Grand Total	202	1,282	15.76%

African-American Employees in PSA Positions as of 12/31/2010

Agency	PSA's		African-American %
	African-Americans	Total	
Aging	2	24	8.33%
Agriculture	0	24	0.00%
Arts Council	1	3	33.33%
Capital Development Board	0	1	0.00%
Central Management Services	14	255	5.49%
Children & Family Services	216	559	38.64%
Civil Service Commission	0	1	0.00%
Commerce & Economic Opportunity	10	106	9.43%
Commerce Commission	0	1	0.00%
Corrections	35	235	14.89%
Criminal Justice Information Authority	2	12	16.67%
Deaf and Hard of Hearing Commission	0	2	0.00%
Developmental Disabilities Council	0	3	0.00%
Emergency Management Agency	2	18	11.11%
Employment Security	84	238	35.29%
Environmental Protection	3	79	3.80%
Financial & Professional Regulation	6	62	9.68%
Gaming Board	2	17	11.76%
Guardianship & Advocacy	1	13	7.69%
Healthcare & Family Services	25	272	9.19%
Historic Preservation	0	11	0.00%
Human Rights Commission	1	1	100.00%
Human Rights Department	7	20	35.00%
Human Services	179	769	23.28%
Illinois Power Agency	0	0	0.00%
Insurance	8	73	10.96%
Investment Board	0	0	0.00%
Juvenile Justice	5	24	20.83%
Labor	1	8	12.50%
Labor Relations Board, Educational	0	7	0.00%
Labor Relations Board, Local	0	0	0.00%
Labor Relations Board, State	1	10	10.00%
Law Enforcement Training and Standards Board	0	2	0.00%
Medical District Commission	0	0	0.00%
Military Affairs	0	3	0.00%
Natural Resources	2	72	2.78%
Pollution Control Board	0	9	0.00%
Prisoner Review Board	0	1	0.00%
Property Tax Appeal Board	0	3	0.00%
Public Health	28	246	11.38%
Racing Board	0	1	0.00%
Revenue	15	200	7.50%
State Fire Marshal	0	17	0.00%
State Police	0	89	0.00%

State Police Merit Board	0	1	0.00%
State Retirement Systems	0	11	0.00%
Torture Inquiry & Relief Commission	0	0	0.00%
Transportation	0	10	0.00%
Veterans' Affairs	1	40	2.50%
Workers' Compensation Commission	7	14	50.00%
Grand Total	658	3,567	18.45%

**Distribution of SPSA Incumbents Between Those Represented by Collective
Bargaining and Those Not Represented by a Union, as of 12/31/2010**

Agency	Bargaining Unit?		Total	Barg Unit %
	Yes	No		
Aging	0	12	12	0.00%
Agriculture	0	21	21	0.00%
Arts Council	0	3	3	0.00%
Capital Development Board	0	0	0	0.00%
Central Management Services	0	116	116	0.00%
Children & Family Services	0	50	50	0.00%
Civil Service Commission	0	1	1	0.00%
Commerce & Economic Opportunity	0	60	60	0.00%
Commerce Commission	0	0	0	0.00%
Corrections	0	117	117	0.00%
Criminal Justice Information Authority	0	4	4	0.00%
Deaf and Hard of Hearing Commission	0	2	2	0.00%
Developmental Disabilities Council	0	2	2	0.00%
Emergency Management Agency	0	6	6	0.00%
Employment Security	0	66	66	0.00%
Environmental Protection	9	55	64	14.06%
Financial & Professional Regulation	0	45	45	0.00%
Gaming Board	0	12	12	0.00%
Guardianship & Advocacy	0	8	8	0.00%
Healthcare & Family Services	0	129	129	0.00%
Historic Preservation	0	6	6	0.00%
Human Rights Commission	0	2	2	0.00%
Human Rights Department	0	9	9	0.00%
Human Services	13	221	234	5.56%
Illinois Power Agency	0	0	0	0.00%
Insurance	0	17	17	0.00%
Investment Board	0	0	0	0.00%
Juvenile Justice	0	17	17	0.00%
Labor	1	3	4	25.00%
Labor Relations Board, Educational	0	2	2	0.00%
Labor Relations Board, Local	0	0	0	0.00%
Labor Relations Board, State	0	2	2	0.00%
Law Enforcement Training and Standards Board	0	1	1	0.00%
Medical District Commission	0	0	0	0.00%
Military Affairs	0	2	2	0.00%
Natural Resources	14	34	48	29.17%
Pollution Control Board	0	1	1	0.00%
Prisoner Review Board	0	0	0	0.00%
Property Tax Appeal Board	0	1	1	0.00%
Public Health	2	66	68	2.94%
Racing Board	0	0	0	0.00%
Revenue	0	81	81	0.00%
State Fire Marshal	0	6	6	0.00%
State Police	10	21	31	32.26%

State Police Merit Board	0	1	1	0.00%
State Retirement Systems	0	4	4	0.00%
Torture Inquiry & Relief Commission	0	0	0	0.00%
Transportation	0	1	1	0.00%
Veterans' Affairs	0	17	17	0.00%
Workers' Compensation Commission	0	9	9	0.00%
Grand Total	49	1,233	1,282	3.82%

**Distribution of PSA Incumbents Between Those Represented by Collective
Bargaining and Those Not Represented by a Union, as of 12/31/2010**

Agency	Bargaining Unit?		Total	Barg Unit %
	Yes	No		
Aging	19	5	24	79.17%
Agriculture	21	3	24	87.50%
Arts Council	1	2	3	33.33%
Capital Development Board	1	0	1	100.00%
Central Management Services	227	28	255	89.02%
Children & Family Services	549	10	559	98.21%
Civil Service Commission	0	1	1	0.00%
Commerce & Economic Opportunity	103	3	106	97.17%
Commerce Commission	1	0	1	100.00%
Corrections	217	18	235	92.34%
Criminal Justice Information Authority	7	5	12	58.33%
Deaf and Hard of Hearing Commission	0	2	2	0.00%
Developmental Disabilities Council	2	1	3	66.67%
Emergency Management Agency	16	2	18	88.89%
Employment Security	184	54	238	77.31%
Environmental Protection	77	2	79	97.47%
Financial & Professional Regulation	55	7	62	88.71%
Gaming Board	17	0	17	100.00%
Guardianship & Advocacy	12	1	13	92.31%
Healthcare & Family Services	261	11	272	95.96%
Historic Preservation	10	1	11	90.91%
Human Rights Commission	0	1	1	0.00%
Human Rights Department	19	1	20	95.00%
Human Services	657	112	769	85.44%
Illinois Power Agency	0	0	0	0.00%
Insurance	60	13	73	82.19%
Investment Board	0	0	0	0.00%
Juvenile Justice	23	1	24	95.83%
Labor	7	1	8	87.50%
Labor Relations Board, Educational	0	7	7	0.00%
Labor Relations Board, Local	0	0	0	0.00%
Labor Relations Board, State	0	10	10	0.00%
Law Enforcement Training and Standards Board	2	0	2	100.00%
Medical District Commission	0	0	0	0.00%
Military Affairs	3	0	3	100.00%
Natural Resources	64	8	72	88.89%
Pollution Control Board	1	8	9	11.11%
Prisoner Review Board	0	1	1	0.00%
Property Tax Appeal Board	3	0	3	100.00%
Public Health	240	6	246	97.56%
Racing Board	0	1	1	0.00%
Revenue	187	13	200	93.50%
State Fire Marshal	16	1	17	94.12%

State Police	79	10	89	88.76%
State Police Merit Board	0	1	1	0.00%
State Retirement Systems	9	2	11	81.82%
Torture Inquiry & Relief Commission	0	0	0	0.00%
Transportation	8	2	10	80.00%
Veterans' Affairs	18	22	40	45.00%
Workers' Compensation Commission	12	2	14	85.71%
Grand Total	3,188	379	3,567	89.37%

III. 2010 State African American Employment Survey

Pursuant to Senate Bill 3531/Public Act 096-1341, the Department of Central Management Services...

“...shall prepare and revise annually an African American Employment Plan... and shall report to the General Assembly by February 1 of each year beginning with February 1, 2011, each state agency’s activities that implement the African American Employment Plan. Each State agency shall report annually to the Department and the Department of Human Rights, in a format prescribed by the Department, all of the agency’s activities in implementing the African American Employment Plan. Each agency’s annual report shall include reports or information related to the agency’s African American employment strategies and programs that the agency has received from the Illinois Department of Human Rights, the Department of Central Management Services, or the Auditor General, pursuant to their periodic review responsibilities; findings made by the Governor in his or her report to the General Assembly; assessments of service needs based upon the agency’s service populations; information on the agency’s studies and monitoring success concerning the number of African Americans employed by the agency at the supervisory, technical, professional, and managerial levels and any increases in those categories from the prior year; and information concerning the agency’s African American employment budget allocations.”

To standardize how information is gathered, the Department of Central Management Services developed a survey to assist State agencies in reporting specific activities and data relevant to the African American employee workforce. This survey was mailed to all code agencies on October 1, 2010. The intent of this first survey is to gather information as required by the legislation to develop benchmarks from which the State African American Employment Plan could be developed and evaluated in subsequent years.

IV. Summary of State Agency Survey Responses

Surveys were sent to all code agencies on October 1, 2010, and were due back to CMS by October 29, 2010. All coded agencies returned their completed surveys as required. Responses varied depending on the mission and budget of particular agencies.

Survey highlights include the following:

A. African American employment strategies undertaken by agencies in implementing the State African American Employment Plan:

- EEO/AA Officer participates in all Rutan interview panels to ensure that minority hiring requirements are understood and met.
- The Affirmative Action Plan is disseminated to all management staff and available at front desk for all staff to review.
- All vacancies are posted on the CMS electronic posting system and the IDES Skills Match website for maximum outreach.
- Agency ensures that African Americans are selected for interview for those positions when underrepresentation is known and they are reachable on the open competitive eligibility list.
- Agency targets African Americans for hiring into Intern positions where underrepresentation exists as part of strategic recruitment.
- Agency has established a Diversity Committee to address issues and topics dealing with hiring, recruiting and complying with EEO mandates.

- Agency has an Office of African American Affairs that assists in targeted recruitment.
- Agency Director reviews Human Rights' quarterly reports to gauge agency effectiveness.
- Agency has developed an African American Recruitment Plan.
- Agency is developing a local Graduate Intern Program as a means of bringing on-board minority candidates for positions that are hard to fill and require specific experience.
- The agency has developed and ensures all staff participate in Diversity Boot Camp training.
- Agency addresses EEO underutilization at every hiring opportunity.
- Agency encourages eligible staff to participate in the Upward Mobility Program, the training clearinghouse or tuition reimbursement, when available, to increase career advancement goals.
- Agency offers a Mentoring Program to all employees which is designed to enhance career advancement.
- Agency maintains a page on social networking sites to provide employment outreach to qualified minority candidates.
- Agency is activating an African American Employment Plan task force comprised of management staff to monitor compliance of the Plan mandates.

B. Suggestions/recommendations from agencies for increasing the number of African Americans employed and promoted:

- When selecting individuals for interview from the Open Competitive eligibility list, identify all reachable African Americans on the list and invite for interview.
- Ensure that an African American serves on all Rutan interview panels.
- Reform the EPAR process to allow for speedier hiring; Governor's Office of Management and Budget takes too long to act on EPAR.
- Increase the use of internship and co-op programs to bring African Americans on board and to provide a permanent path to state employment.
- Recruiters must be trained to focus on underutilization in targeted areas.
- CMS should coordinate onsite testing, counseling and job fairs in regions where the need is the greatest.
- The application/grading process lag time has to be evaluated in that too much time elapses between application and availability (receipt of grades).
- Mandatory training regarding diversity and its multi-faceted benefits must be enacted to a larger degree.
- Initiate a process that allows more freedom for agencies to choose potential candidates; at this time, CMS sends the Agency a select list of individuals from which to interview and select a candidate.
- Ninety-five percent of positions are subject to the union and therefore, must be filled according to contract language; this severely limits our ability to address underutilization; this needs to be explored.
- Develop a recruitment strategy around those positions where turnover is expected.
- Review all Exit interviews to identify barriers to retention and promotion.

See Appendix for completed agency surveys.

V. 2011 African American Employment Action Plan and Objectives

STRATEGY	WHO	WHEN
<u>Leadership</u>		
1.0 Each agency director will be given a copy of the 2011 African American Employment Plan with a letter from the Governor highlighting the importance of diversity in general while reminding agencies of their obligation to Affirmative Action and Equal Employment Opportunity.	CMS, Governor's Office	1 st Quarter
1.1 An overview of the Plan will be presented to the Governor's Deputy Chiefs of Staff and agency directors to inform on specifics of the Plan and to affirm the Administration's commitment to the Plan.	CMS, Governor's Office, Agency Directors	2 nd Quarter
1.2 Analyze all relevant data to develop 2011 AAEP for presentation to the General Assembly by February 1 st as required by PA 096-1341	CMS, code state agencies	1 st Quarter
1.3 Assign employee within CMS to oversee, develop and monitor compliance of the Plan.	CMS	1 st Quarter
1.4 Provide administrative support to the African American Advisory Council pursuant to specific reporting responsibilities outlined in PA 096-1341.	CMS, Governors Office, African American Advisory Council	3 rd Quarter
<u>Recruitment and Selection</u>		
2.0 Mandated Hiring and/or Promotion Monitors must be completed by agencies and authorized by CMS prior to personnel transaction processing. Plan coordinator will review these forms for use in assessing an agency's overall best practices relevant to African American underutilization.	Department of Human Rights, all state agencies under the Governor's jurisdiction, CMS	1 st Quarter, then ongoing
2.1 Compile African American grade and application data to ensure that African Americans are fully informed of newly enacted e-recruiting online application procedures, ensuring that the number of African Americans applying for state jobs is not adversely affected.	CMS	1st quarter, then ongoing and reported in each subsequent Plan.
2.2 Present at the CMS monthly personnel managers/EEO meeting to provide an overview of the State African American Employment Plan.	CMS	2 nd quarter
2.3 Review the Underutilization Regional Summary Report prepared by DHR to use in developing objectives for improvement.	CMS, State AAEP Advisory Council	3 rd Quarter

STRATEGY	WHO	WHEN
<u>Education</u> 3.0 CMS will continue follow-up meetings with agencies identified by the Department of Human Rights as failing to meet their affirmative action goals.	CMS	Ongoing
3.1 Quarterly EEO/AA officer meetings will be conducted in conjunction with CMS personnel managers meetings.	CMS, DHR	Ongoing
3.2 The Upward Mobility Program provides an important pathway to promotional opportunity. Benchmark information will be gathered and reported in the 2011 AAEP and each subsequent Plan thereafter to document African American participation and completion rates.	CMS, UMP	4 th quarter
<u>Accountability</u> 4.0 CMS will survey agencies to assess their activities in implementing the plan. Each year CMS will work collaboratively with the African American Employment Council to review and revise, as needed.	CMS, all state agencies under the Governor's jurisdiction, African American Employment Plan Advisory Council	4 th Quarter
4.1 CMS will prepare an Executive Summary documenting agencies' progress towards meeting stated goals relevant to African American employment and promotion.	CMS	4 th Quarter
4.2 Work collaboratively with the African American Employment Advisory Council to develop Plan objectives for next reporting year.	CMS, African American Advisory Council	4 th Quarter
4.3 The CMS Director will remind all state agencies of their continued obligation and commitment to the principles of the African American Employment Plan.	CMS	4 th Quarter

VI. Conclusion

At first look, African Americans within the state workforce appear to be at representative levels relevant to their numbers in the state population. However, a vital role of the African American Employment Plan Advisory Council and the Plan Coordinator will be to look closer at underutilization goals across all code agencies, counties and titles and develop an annual structured plan to assist state agencies in meeting their individual objectives. For example, the data contained within this report indicates that African Americans are concentrated within social service agencies, such as the Department of Human Services, where they make up over 33% of

the workforce and Department of Children and Family Services, where they comprise over 40% of the workforce. At the Department of Agriculture, on the other hand, they comprise only 4.93% of the workforce; at Department of Transportation, they are only 7.8% of the workforce and at the Department of Natural Resources, they represent only 2.67% of the workforce, statewide.

The African American Employment Plan will enable the State of Illinois to improve the representation of African Americans at all levels of the state workforce by:

- Establishing benchmarks to measure the State's efforts.
- Incorporating individual agency's best practices into statewide practices.
- Implementing a standard process for all agencies to use when developing strategies for recruitment, hiring and promotion.
- Establishing the African American Employment Plan Advisory Council, appointed by the Governor, to set goals and objectives as may be required to increase the opportunities for hiring and promotion of African Americans in the state workforce.
- Designating a Plan Coordinator within the Department of Central Management Services to work jointly with the African American Employment Plan Advisory Council to ensure that the goals of the Plan are met.

Over the course of the coming year, the goals and objectives outlined in this report will be adjusted and broadened to improve career opportunities for African Americans in the state workforce and for improved service to all citizens of Illinois.

Questions on the CMS State African American Employment Plan may be directed to: Joseph Ashcraft, 217/524-1075 Joseph.Ashcraft@illinois.gov

