



State of Illinois
Illinois Department of Central Management Services

STATE OF ILLINOIS 2012

African American Employment Plan



Respectfully submitted to the Illinois General Assembly
February 1, 2012, by Central Management Services and the
African American Employment Plan Advisory Council



STATE OF ILLINOIS
OFFICE OF THE GOVERNOR
SPRINGFIELD, ILLINOIS 62706

Pat Quinn
GOVERNOR

February 1, 2012

Dear General Assembly Member,

African Americans now comprise our state's second largest minority group, according to 2010 Census data. Their contributions enrich our state's culture and economy and add to the vibrant fabric of our diverse citizenry.

I believe that sustained efforts are needed to create a more inclusive and representative governmental workforce that will ensure Illinois remains a leader in diverse employment practices that can serve as an example for all residents of the State of Illinois. The African American Employment Plan, a result of PA 096-1341, is part of my administration's unwavering commitment to hiring a workforce that truly reflects the diversity throughout the Land of Lincoln.

Attached you will find the 2012 Report of the State African American Employment Plan that outlines the action steps of coded state agencies to sustain a governmental workforce that more accurately reflects the diversity of Illinois. The report was submitted by the Illinois Department of Central Management Services to the General Assembly on February 1 as required by law.

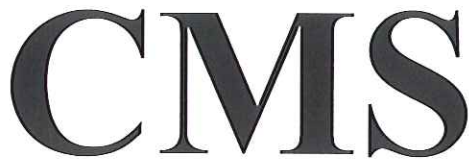
During the reporting period my administration promptly established the African American Advisory Council in order to assist in the development of this plan, in collaboration with the Illinois Department of Central Management Services. While we have made some progress, there is still room for improvement in order to achieve full representation of African Americans at all levels of state government.

While my administration continues to confront the state's daunting fiscal challenges, we remain committed to promoting a working environment that is inclusive of everyone and leaves no one left out. I have charged the Illinois Department of Central Management Services to continue partnering with the African American Employment Plan Advisory Council to meet the goals and objectives outlined in this year's plan.

Sincerely,

A handwritten signature in cursive script that reads "Pat Quinn".

Pat Quinn
Governor



ILLINOIS

Pat Quinn, Governor

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

Malcolm Weems, Acting Director

February 1, 2012

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 recruiting, hiring, training, retention, and promotion of African American employees.

The law requires CMS and the African American Employment Plan Advisory Council 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 2012 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 coded 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 citizenry of Illinois.

Sincerely,

A handwritten signature in blue ink, appearing to read "Malcolm E. Weems", is written over a horizontal line.

Malcolm E. Weems
Acting Director

Table of Contents

- I. Executive Summary
- II. Current Demographics
- III. 2011 African American Employment Plan Objectives Status Report
- IV. Summary of Statewide African American Employment Plan Survey
 - A. AAEP Survey 2011 Highlights
- V. 2012 State African American Action Plan and Objectives
- VI. Conclusion

I. 2012 Executive Summary

Pursuant to Senate Bill 3531, signed into law by Governor Pat Quinn, becoming Public Act 096-1341 effective July 27, 2010, 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 1st of each year beginning with February 1st of 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.”

The Department of Central Management Services (CMS) in collaboration with the African American Employment Plan (AAEP) Advisory Council submits the second Annual Report on African American employment in the State of Illinois which presents data on African American employment throughout state government and outlines the AAEP Advisory Council’s activities for the reporting period of January 1, 2011, through December 31, 2011, as required by the enabling legislation.

The AAEP Advisory Council was established in February 2011 through Governor Quinn’s Office of Executive Appointments. The Council met a total of four times during this calendar year in compliance with the Act. The first objective undertaken by the AAEP Advisory Council was mapping the state’s employment process to ascertain a basic understanding of the steps an individual undergoes to successfully obtain gainful employment.

The second objective the AAEP Advisory Council focused on was a quarterly analysis of the following statistical data sets to measure agency performance: the number of employed African Americans within all levels of state government, including those serving in supervisory, technical, professional and managerial positions; and the number of African American employees hired and promoted during this reporting period.

The third objective the AAEP Advisory Council devoted substantial attention to was the AAEP Survey of 2011. This survey was designed to assist state agencies in reporting “activities” and “strategies” and programs undertaken in accordance with the state’s African American Employment Plan. CMS distributed the AAEP Surveys to state agencies on September 29, 2011, and imposed a return date of October 31, 2011. All

surveys were returned in a timely manner and reviewed to develop profiles 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 this annual Plan reported to the General Assembly.

This report provides the most recent statistical data on African American representation in coded State positions throughout Illinois. Data is presented from a statewide perspective, in addition to being broken down by agency, as well as senior and mid-level supervisory and managerial positions. As of December 31, 2011, the overall number of African Americans gainfully employed throughout state government increased from 10,056 in December 2010 to 10,097 (+ 41) in December 2011, despite the tough budgetary challenges faced by the State of Illinois.

Overall, the vast majority of African Americans are employed within the following two public sectors of the state's governmental workforce: Social Services and Public Safety; however, the public sectors of Finance, Economic Development, Information Technology, and Engineering appear virtually untapped as related to recruiting, hiring, training, promoting and retaining qualified African Americans within these respective industries.

The Department of Human Services continued to employ the largest overall number of African Americans (4,497), followed by the Department of Corrections (1,464), Department of Children and Family Services (1,168), Department of Employment Security (577) and the Department of Healthcare & Family Services (405). The relative percentage of African Americans in coded positions remained largely unchanged at 21%. Among the thirteen (13) largest agencies and departments (e.g., agencies employing 1,000 or more), six (6) agencies increased their percentage of African Americans on-board as of December 31, 2011; seven (7) agencies posted declines; and four (4) of the seven (7) with percentage declines actually increased in the total number of African Americans employed.

Finally, CMS, in collaboration with the AAEP Advisory Council, continues to actively and visibly promote the African American Employment Plan and the State of Illinois as a "model employer" by working with agencies and providing guidance on human resources best practices to recruit, hire, train, promote and retain a qualified diverse labor force that reflects the many communities it serves. CMS currently operates five Assessment Centers throughout the state, each of which provides a full range of state employment guidance services. CMS is leading a progressive effort to assist state agencies with recruitment efforts in targeted communities by launching the "Mobile Assessment Center Initiative" to enhance the service delivery systems of the Division of Examining and Counseling of the Bureau of Personnel for interested job seekers.

II. Current Demographics

According to the 2010 U.S. Census Data, African Americans now comprise 14.5 % of Illinois' general population. When the 2010 Census Data is compared to the 2000 Census, there was a net loss of (10,461) African Americans. Despite the cited net loss in the African American general population reported by the Census, the state employment workforce of African Americans remained relatively consistent at approximately 21% of the state's 48,250 employees in coded state positions. As of December 31, 2011, the five Illinois counties with the highest number of African Americans in the state workforce are listed below followed by the corresponding African American population.

COUNTY	% AFRICAN AMERICAN POPULATION	% AFRICAN AMERICAN STATE WORKFORCE
Cook	(1,287,767) 24.8%	(5,804) 57.9 %
Kankakee	(17,187) 15.1%	(714) 42.8%
Sangamon	(23,335) 11.8%	(702) 8.3%
Will	(75,743) 11.2%	(656) 39.9%
Lake	(49,033) 7.0%	(90) 38.5%

There are 10,097 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	4,497 (33.92%)
Department of Corrections	1,464 (12.54%)
Department of Children & Family Services	1,168 (39.58%)
Department of Employment Security	577 (31.26%)
Department of Healthcare & Family Services	405 (18.23%)

As we examine the most recent statistical data and compare gender, the ratio of African American women to men employed statewide in coded positions is 2 to 1. There are 6,745 African American women compared to 3,280 African American men employed in coded state positions. The number of African American employees by gender and their percentage of the total Agency workforce are indicated below.

GENDER	COUNT OF AFRICAN AMERICAN EMPLOYEES
Women	6,745 (14.06%)
Men	3,280 (6.83%)

During this calendar year, there were 99,447 open competitive exams administered. Of those, 32,861 were administered to African Americans. The total number of exams as well as the number administered to African Americans trended down this reporting period. The graph below illustrates how African Americans fared when compared to all applicants.

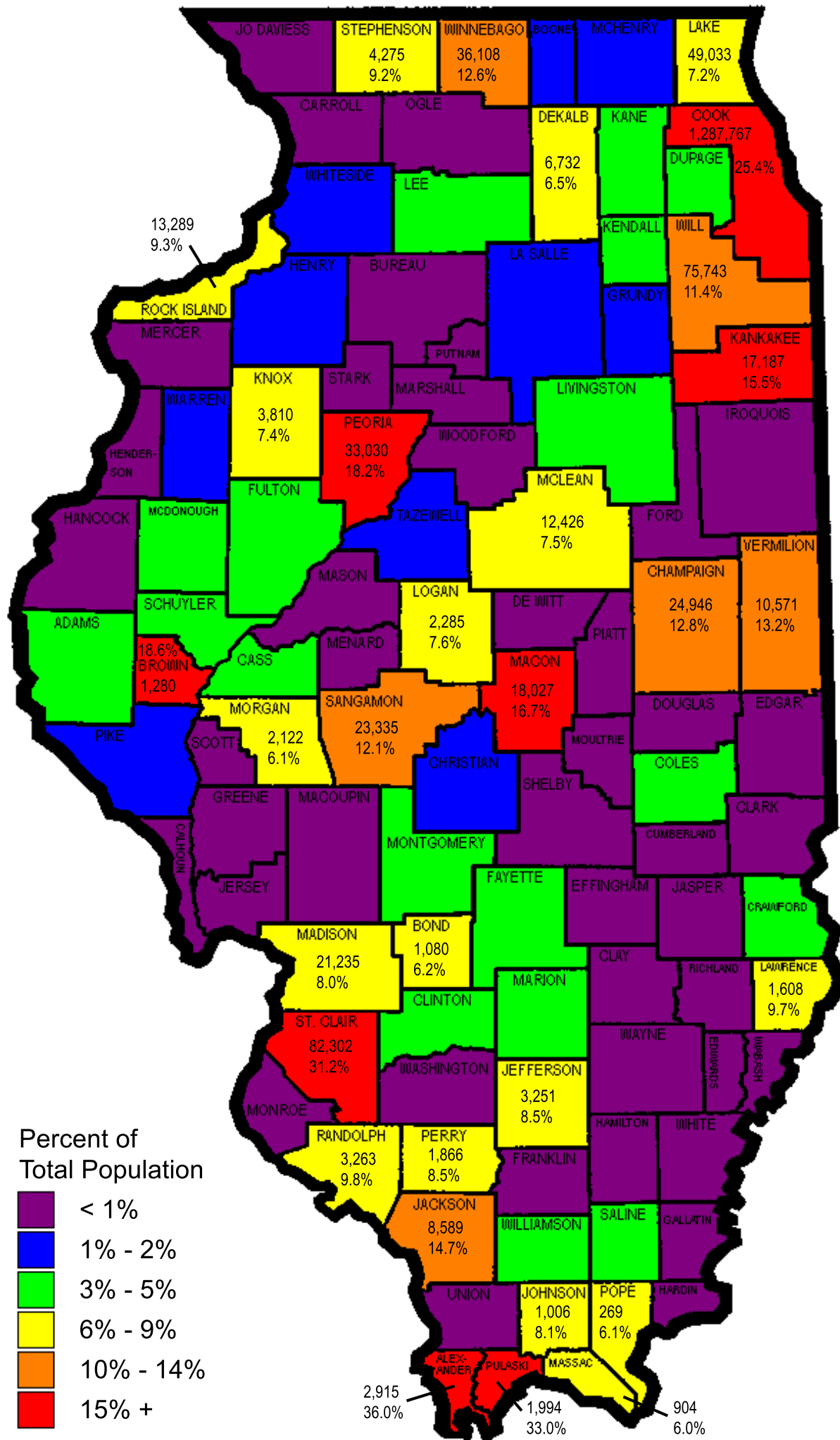
CY 2011	AFRICAN AMERICANS	NON-AMERICANS	TOTAL
Open Competitive Total Grades	32, 861	66,586	99,447
A Grade	7,484	22,460	29,944
B Grade	10,939	23,311	34,250
C Grade	6,551	7,866	14,417
Failed Grade	7,887	12,949	20,836

Promotional transactions inclusive of all venues (Upward Mobility Program, promotion, Merit System Transfer with promotion and Promotion to Term) indicate a total of 3,301 employees were promoted in calendar year 2011; of that total, 676 (approximately 20.5%) are African American.

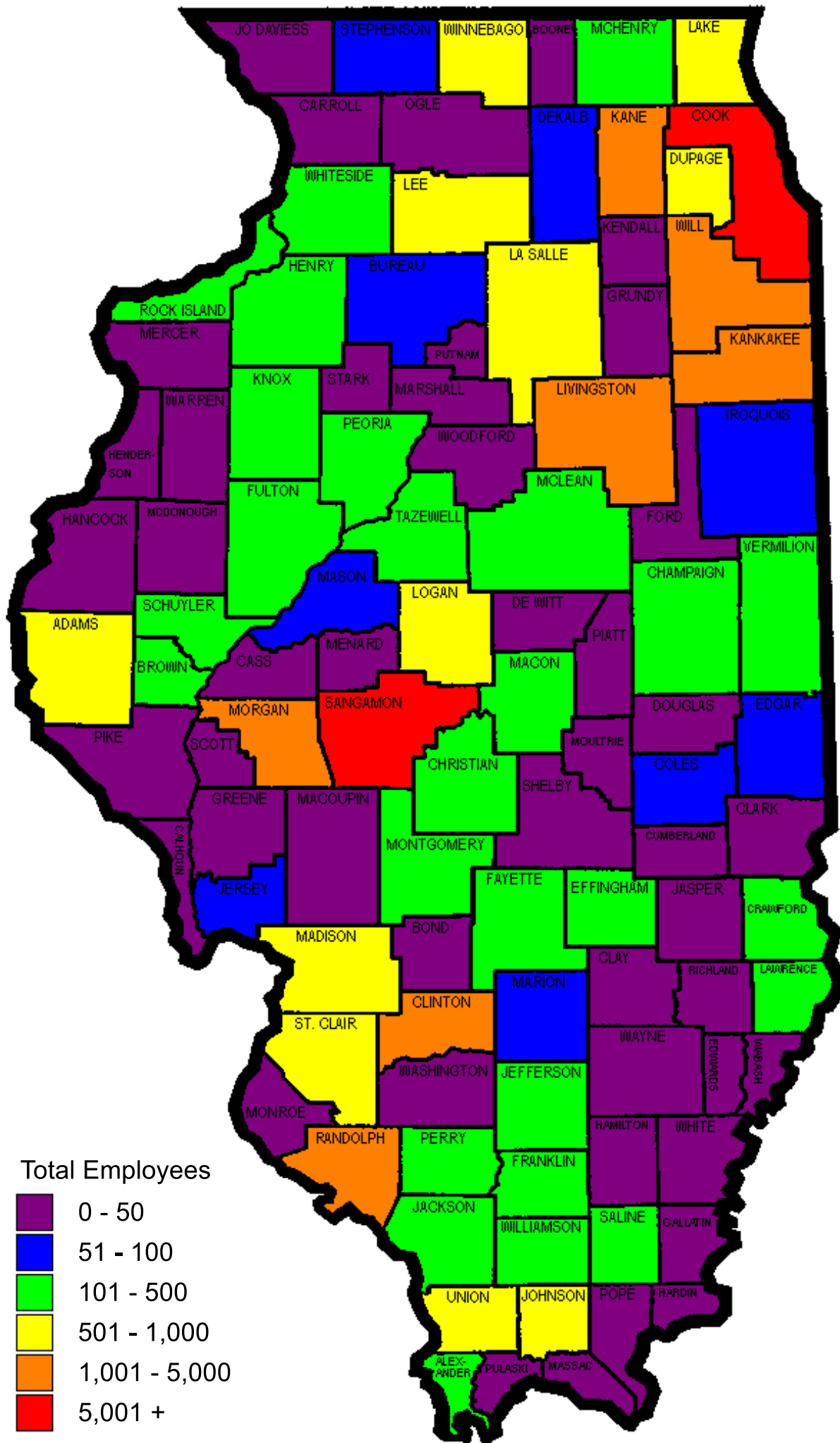
Comparatively, during the last reporting period, a total of 494 employees were promoted in calendar year 2010; of that total 98 (approximately 20%) were African Americans.

The variance in overall total employees promoted in calendar year 2011 compared to 2010 is attributed to a more thorough representation of all promotional transactions processed by CMS for all Coded state agencies.

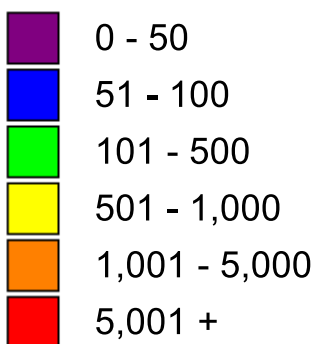
Illinois African American Population 2010 Census Data



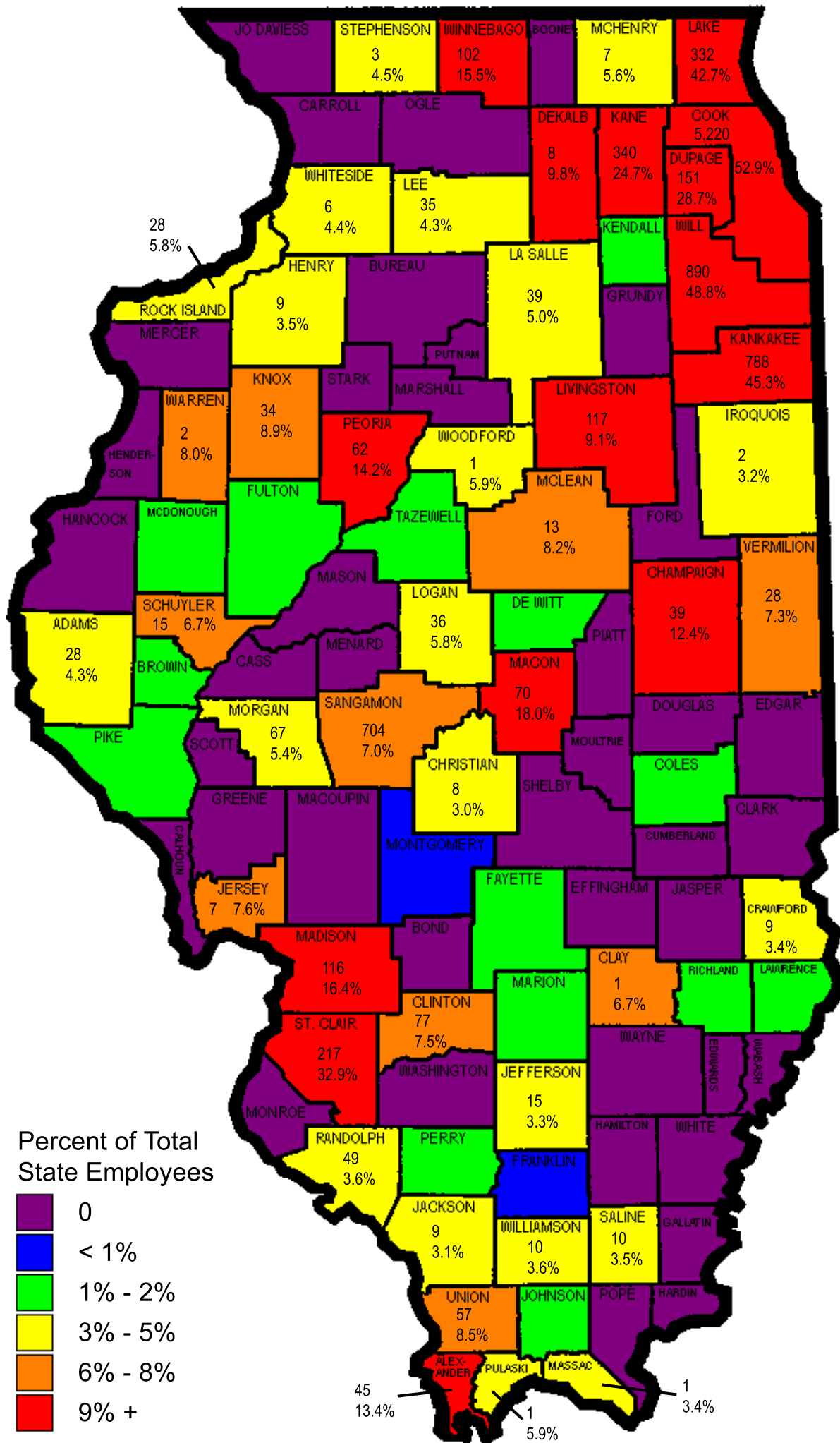
Coded State Employees as of 1/12/2012



Total Employees



Coded African American State Employees as of 1/12/2012



African-American Population * vs. Workforce **

COUNTY NAME	TOTAL POPULATION	% AFRICAN- AMERICAN	TOTAL AFRICAN- AMERICAN	STATE EMPLOYEES		
				All	% AFRICAN- AMERICAN	TOTAL AFRICAN- AMERICAN
Adams	67,103	3.5%	2,331	639	4.5%	29
Alexander	8,238	35.4%	2,915	129	34.1%	44
Bond	17,768	6.1%	1,080	102	2.0%	2
Boone	54,165	2.0%	1,064	82	14.6%	12
Brown	6,937	18.5%	1,280	182	0.0%	0
Bureau	34,978	0.6%	212	172	1.7%	3
Calhoun	5,089	0.1%	7	49	0.0%	0
Carroll	15,387	0.8%	123	88	1.1%	1
Cass	13,642	3.1%	419	210	0.5%	1
Champaign	201,081	12.4%	24,946	311	18.0%	56
Christian	34,800	1.4%	495	500	0.0%	0
Clark	16,335	0.3%	48	58	0.0%	0
Clay	13,815	0.3%	47	67	0.0%	0
Clinton	37,762	3.5%	1,338	371	1.1%	4
Coles	53,873	3.8%	2,067	89	1.1%	1
Cook	5,194,675	24.8%	1,287,767	10,023	57.9%	5,804
Crawford	19,817	4.7%	934	231	3.5%	8
Cumberland	11,048	0.3%	38	38	2.6%	1
De Kalb	105,160	6.4%	6,732	167	18.0%	30
De Witt	16,561	0.5%	87	51	0.0%	0
Douglas	19,980	0.3%	58	41	2.4%	1
DuPage	916,924	4.6%	42,346	841	15.0%	126
Edgar	18,576	0.3%	64	106	0.0%	0
Edwards	6,721	0.4%	30	31	3.2%	1
Effingham	34,242	0.2%	79	131	0.0%	0
Fayette	22,140	4.4%	980	351	0.3%	1
Ford	14,081	0.6%	85	44	0.0%	0
Franklin	39,561	0.3%	123	377	0.5%	2
Fulton	37,069	3.4%	1,269	331	0.3%	1
Gallatin	5,589	0.2%	12	25	0.0%	0
Greene	13,886	0.9%	119	203	1.0%	2
Grundy	50,063	1.2%	605	201	2.0%	4
Hamilton	8,457	0.4%	31	71	0.0%	0
Hancock	19,104	0.3%	52	59	0.0%	0
Hardin	4,320	0.3%	13	62	0.0%	0
Henderson	7,331	0.2%	15	21	0.0%	0
Henry	50,486	1.6%	796	259	2.7%	7
Iroquois	29,718	0.8%	233	158	0.6%	1
Jackson	60,218	14.3%	8,589	617	8.6%	53
Jasper	9,698	0.1%	11	58	0.0%	0
Jefferson	38,827	8.4%	3,251	221	3.2%	7
Jersey	22,985	0.4%	93	86	0.0%	0
Jo Daviess	22,678	0.5%	107	42	0.0%	0

Johnson	12,582	8.0%	1,006	368	0.5%	2
Kane	515,269	5.7%	29,422	927	23.1%	214
Kankakee	113,449	15.1%	17,187	1,668	42.8%	714
Kendall	114,736	5.7%	6,585	164	23.2%	38
Knox	52,919	7.2%	3,810	287	9.8%	28
Lake	703,462	7.0%	49,033	754	38.5%	290
La Salle	113,924	1.9%	2,186	764	1.2%	9
Lawrence	16,833	9.6%	1,608	121	0.8%	1
Lee	36,031	4.8%	1,735	493	4.5%	22
Livingston	38,950	4.9%	1,915	676	2.8%	19
Logan	30,305	7.5%	2,285	573	2.1%	12
Mc Donough	32,612	5.0%	1,642	128	10.2%	13
Mc Henry	308,760	1.1%	3,283	268	2.2%	6
Mc Lean	169,572	7.3%	12,426	350	12.3%	43
Macon	110,768	16.3%	18,027	505	21.4%	108
Macoupin	47,765	0.8%	359	422	1.7%	7
Madison	269,282	7.9%	21,235	635	17.5%	111
Marion	39,437	3.9%	1,557	712	8.8%	63
Marshall	12,640	0.3%	44	41	2.4%	1
Mason	14,666	0.4%	54	211	0.0%	0
Massac	15,429	5.9%	904	81	6.2%	5
Menard	12,705	0.6%	76	487	0.6%	3
Mercer	16,434	0.3%	47	38	2.6%	1
Monroe	32,957	0.2%	69	75	0.0%	0
Montgomery	30,104	3.2%	952	471	0.4%	2
Morgan	35,547	6.0%	2,122	991	3.9%	39
Moultrie	14,846	0.3%	41	32	0.0%	0
Ogle	53,497	0.9%	483	157	0.0%	0
Peoria	186,494	17.7%	33,030	402	18.2%	73
Perry	22,350	8.3%	1,866	367	2.5%	9
Piatt	16,729	0.3%	58	38	0.0%	0
Pike	16,430	1.7%	275	231	0.4%	1
Pope	4,470	6.0%	269	68	0.0%	0
Pulaski	6,161	32.4%	1,994	113	35.4%	40
Putnam	6,006	0.5%	32	37	0.0%	0
Randolph	33,476	9.7%	3,263	874	2.3%	20
Richland	16,233	0.5%	78	147	2.0%	3
Rock Island	147,546	9.0%	13,289	329	7.6%	25
St. Clair	270,056	30.5%	82,302	595	42.5%	253
Saline	24,913	4.0%	995	287	2.8%	8
Sangamon	197,465	11.8%	23,335	8,454	8.3%	702
Schuyler	7,544	3.2%	243	166	0.0%	0
Scott	5,355	0.2%	9	104	1.0%	1
Shelby	22,363	0.2%	50	98	0.0%	0
Stark	5,994	0.5%	28	34	0.0%	0
Stephenson	47,711	9.0%	4,275	83	6.0%	5
Tazewell	135,394	1.0%	1,374	261	0.0%	0
Union	17,808	0.9%	156	654	0.6%	4
Vermilion	81,625	13.0%	10,571	340	8.5%	29

Wabash	11,947	0.6%	77	37	2.7%	1
Warren	17,707	1.7%	303	110	5.5%	6
Washington	14,716	0.7%	101	121	0.0%	0
Wayne	16,760	0.3%	42	69	1.4%	1
White	14,665	0.4%	56	38	0.0%	0
Whiteside	58,498	1.3%	781	376	3.7%	14
Will	677,560	11.2%	75,743	1,645	39.9%	656
Williamson	66,357	3.8%	2,540	638	4.2%	27
Winnebago	295,266	12.2%	36,108	558	20.8%	116
Woodford	38,664	0.5%	187	105	0.0%	0
Totals	12,830,632	14.5%	1,866,414	47,673	20.9%	9,947

* Information on the general population of Illinois is from the 2010 census

** Reflects Code Employees as of 12/31/2011

151 African-American employees live outside the boundaries of the State of Illinois

Code African-American Employees as of 12/31/2011

Agency	Employees		African-American %
	African-Americans	Total	
Aging	20	148	13.51%
Agriculture	12	367	3.27%
Arts Council	4	19	21.05%
Capital Development Board	6	46	13.04%
Central Management Services	147	1641	8.96%
Children & Family Services	1,168	2951	39.58%
Civil Service Commission	0	4	0.00%
Commerce & Economic Opportunity	49	400	12.25%
Commerce Commission	6	79	7.59%
Corrections	1,464	11674	12.54%
Criminal Justice Information Authority	11	64	17.19%
Deaf and Hard of Hearing Commission	0	7	0.00%
Developmental Disabilities Council	3	9	33.33%
Emergency Management Agency	5	93	5.38%
Employment Security	577	1846	31.26%
Environmental Protection	56	896	6.25%
Financial & Professional Regulation	78	471	16.56%
Gaming Board	17	117	14.53%
Guardianship & Advocacy	28	104	26.92%
Healthcare & Family Services	405	2222	18.23%
Historic Preservation	8	182	4.40%
Human Rights Commission	5	14	35.71%
Human Rights Department	57	145	39.31%
Human Services	4,497	13257	33.92%
Insurance	27	252	10.71%
Investment Board	1	2	50.00%
Juvenile Justice	395	1262	31.30%
Labor	19	91	20.88%
Labor Relations Board, Educational	2	11	18.18%
Labor Relations Board, Illinois	1	17	5.88%
Law Enforcement Training and Standards	1	17	5.88%
Lottery	20	159	12.58%
Medical District Commission	0	2	0.00%
Military Affairs	14	122	11.48%
Natural Resources	30	1244	2.41%
Pollution Control Board	2	21	9.52%
Prisoner Review Board	3	19	15.79%
Property Tax Appeal Board	0	24	0.00%
Public Health	151	1101	13.71%
Racing Board	1	2	50.00%
Revenue	250	1807	13.84%
Sentencing Policy Advisory Council	1	2	50.00%
State Fire Marshal	8	144	5.56%
State Police	124	1241	9.99%
State Police Merit Board	0	5	0.00%

State Retirement Systems	1	90	1.11%
Torture Inquiry & Relief Commission	0	2	0.00%
Transportation	197	2418	8.15%
Veterans' Affairs	175	1301	13.45%
Workers' Compensation Commission	51	138	36.96%
Grand Total	10,097	48,250	20.93%

Code African-American Employees in SPSA Positions as of 12/31/2011

Agency	SPSA's		African-American
	African-Americans	Total	%
Aging	2	10	20.00%
Agriculture	0	18	0.00%
Arts Council	0	4	0.00%
Capital Development Board	0	0	0.00%
Central Management Services	17	127	13.39%
Children & Family Services	21	54	38.89%
Civil Service Commission	0	1	0.00%
Commerce & Economic Opportunity	6	58	10.34%
Commerce Commission	0	0	0.00%
Corrections	36	106	33.96%
Criminal Justice Information Authority	1	5	20.00%
Deaf and Hard of Hearing Commission	0	2	0.00%
Developmental Disabilities Council	0	2	0.00%
Emergency Management Agency	0	5	0.00%
Employment Security	12	63	19.05%
Environmental Protection	2	63	3.17%
Financial & Professional Regulation	3	44	6.82%
Gaming Board	0	13	0.00%
Guardianship & Advocacy	3	7	42.86%
Healthcare & Family Services	11	128	8.59%
Historic Preservation	1	6	16.67%
Human Rights Commission	1	1	100.00%
Human Rights Department	3	10	30.00%
Human Services	54	234	23.08%
Insurance	0	18	0.00%
Investment Board	1	1	100.00%
Juvenile Justice	7	21	33.33%
Labor	1	5	20.00%
Labor Relations Board, Educational	1	2	50.00%
Labor Relations Board, Illinois	0	2	0.00%
Law Enforcement Training and Standards	0	2	0.00%
Lottery	0	2	0.00%
Medical District Commission	0	0	0.00%
Military Affairs	0	2	0.00%
Natural Resources	2	44	4.55%
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	69	15.94%
Racing Board	0	0	0.00%
Revenue	4	73	5.48%
Sentencing Policy Advisory Council	1	2	50.00%
State Fire Marshal	0	7	0.00%

State Police	6	34	17.65%
State Police Merit Board	0	1	0.00%
State Retirement Systems	0	6	0.00%
Torture Inquiry & Relief Commission	0	1	0.00%
Transportation	0	1	0.00%
Veterans' Affairs	4	17	23.53%
Workers' Compensation Commission	1	9	11.11%
Grand Total	212	1,282	16.54%

Code African-American Employees in PSA Positions as of 12/31/2011

Agency	PSA's		African-American %
	African-Americans	Total	
Aging	2	25	8.00%
Agriculture	0	19	0.00%
Arts Council	1	3	33.33%
Capital Development Board	0	1	0.00%
Central Management Services	12	235	5.11%
Children & Family Services	219	569	38.49%
Civil Service Commission	0	1	0.00%
Commerce & Economic Opportunity	10	100	10.00%
Commerce Commission	0	1	0.00%
Corrections	38	256	14.84%
Criminal Justice Information Authority	1	11	9.09%
Deaf and Hard of Hearing Commission	0	2	0.00%
Developmental Disabilities Council	0	3	0.00%
Emergency Management Agency	2	21	9.52%
Employment Security	79	226	34.96%
Environmental Protection	2	79	2.53%
Financial & Professional Regulation	5	64	7.81%
Gaming Board	3	23	13.04%
Guardianship & Advocacy	1	13	7.69%
Healthcare & Family Services	22	265	8.30%
Historic Preservation	0	9	0.00%
Human Rights Commission	1	1	100.00%
Human Rights Department	6	19	31.58%
Human Services	182	768	23.70%
Insurance	8	72	11.11%
Investment Board	0	0	0.00%
Juvenile Justice	5	28	17.86%
Labor	1	10	10.00%
Labor Relations Board, Educational	0	7	0.00%
Labor Relations Board, Illinois	0	7	0.00%
Law Enforcement Training and Standards	0	3	0.00%
Lottery	3	12	25.00%
Medical District Commission	0	0	0.00%
Military Affairs	0	3	0.00%
Natural Resources	2	75	2.67%
Pollution Control Board	0	9	0.00%
Prisoner Review Board	0	1	0.00%
Property Tax Appeal Board	0	5	0.00%
Public Health	28	257	10.89%
Racing Board	0	1	0.00%
Revenue	11	183	6.01%
Sentencing Policy Advisory Council	0	0	0.00%
State Fire Marshal	1	18	5.56%
State Police	0	79	0.00%
State Police Merit Board	0	1	0.00%

State Retirement Systems	0	12	0.00%
Torture Inquiry & Relief Commission	0	0	0.00%
Transportation	1	12	8.33%
Veterans' Affairs	1	39	2.56%
Workers' Compensation Commission	7	14	50.00%
Grand Total	654	3,562	18.36%

Distribution of SPSA Incumbents Between Those Represented by Collective Bargaining and Those Not Represented by a Union, as of 12/31/2011

Agency	Bargaining Unit?		Total	Barg Unit %
	Yes	No		
Aging	0	10	10	0.00%
Agriculture	0	18	18	0.00%
Arts Council	0	4	4	0.00%
Capital Development Board	0	0	0	0.00%
Central Management Services	0	127	127	0.00%
Children & Family Services	0	54	54	0.00%
Civil Service Commission	0	1	1	0.00%
Commerce & Economic Opportunity	3	55	58	5.17%
Commerce Commission	0	0	0	0.00%
Corrections	0	106	106	0.00%
Criminal Justice Information Authority	0	5	5	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	5	5	0.00%
Employment Security	0	63	63	0.00%
Environmental Protection	40	23	63	63.49%
Financial & Professional Regulation	0	44	44	0.00%
Gaming Board	4	9	13	30.77%
Guardianship & Advocacy	0	7	7	0.00%
Healthcare & Family Services	0	128	128	0.00%
Historic Preservation	0	6	6	0.00%
Human Rights Commission	0	1	1	0.00%
Human Rights Department	0	10	10	0.00%
Human Services	15	219	234	6.41%
Insurance	0	18	18	0.00%
Investment Board	0	1	1	0.00%
Juvenile Justice	0	21	21	0.00%
Labor	1	4	5	20.00%
Labor Relations Board, Educational	0	2	2	0.00%
Labor Relations Board, Illinois	0	2	2	0.00%
Law Enforcement Training and Standards	0	2	2	0.00%
Lottery	0	2	2	0.00%
Medical District Commission	0	0	0	0.00%
Military Affairs	0	2	2	0.00%
Natural Resources	11	33	44	25.00%
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	17	52	69	24.64%
Racing Board	0	0	0	0.00%
Revenue	2	71	73	2.74%
Sentencing Policy Advisory Council	0	2	2	0.00%
State Fire Marshal	0	7	7	0.00%
State Police	9	25	34	26.47%

State Police Merit Board	0	1	1	0.00%
State Retirement Systems	0	6	6	0.00%
Torture Inquiry & Relief Commission	0	1	1	0.00%
Transportation	0	1	1	0.00%
Veterans' Affairs	0	17	17	0.00%
Workers' Compensation Commission	0	9	9	0.00%
Grand Totals	102	1,180	1,282	7.96%

**Distribution of PSA Incumbents Between Those Represented by Collective
Bargaining and Those Not Represented by a Union, as of 12/31/2011**

Agency	Bargaining Unit?		Total	Barg Unit %
	Yes	No		
Aging	20	5	25	80.00%
Agriculture	17	2	19	89.47%
Arts Council	1	2	3	33.33%
Capital Development Board	1	0	1	100.00%
Central Management Services	209	26	235	88.94%
Children & Family Services	552	17	569	97.01%
Civil Service Commission	0	1	1	0.00%
Commerce & Economic Opportunity	97	3	100	97.00%
Commerce Commission	1	0	1	100.00%
Corrections	237	19	256	92.58%
Criminal Justice Information Authority	9	2	11	81.82%
Deaf and Hard of Hearing Commission	0	2	2	0.00%
Developmental Disabilities Council	2	1	3	66.67%
Emergency Management Agency	19	2	21	90.48%
Employment Security	173	53	226	76.55%
Environmental Protection	78	1	79	98.73%
Financial & Professional Regulation	56	8	64	87.50%
Gaming Board	22	1	23	95.65%
Guardianship & Advocacy	12	1	13	92.31%
Healthcare & Family Services	253	12	265	95.47%
Historic Preservation	9	0	9	100.00%
Human Rights Commission	0	1	1	0.00%
Human Rights Department	19	0	19	100.00%
Human Services	671	97	768	87.37%
Insurance	59	13	72	81.94%
Investment Board	0	0	0	0.00%
Juvenile Justice	27	1	28	96.43%
Labor	9	1	10	90.00%
Labor Relations Board, Educational	0	7	7	0.00%
Labor Relations Board, Illinois	0	7	7	0.00%
Law Enforcement Training and Standards	2	1	3	66.67%
Lottery	12	0	12	100.00%
Medical District Commission	0	0	0	0.00%
Military Affairs	3	0	3	100.00%
Natural Resources	69	6	75	92.00%
Pollution Control Board	9	0	9	100.00%
Prisoner Review Board	0	1	1	0.00%
Property Tax Appeal Board	4	1	5	80.00%
Public Health	251	6	257	97.67%
Racing Board	0	1	1	0.00%
Revenue	168	15	183	91.80%
Sentencing Policy Advisory Council	0	0	0	0.00%
State Fire Marshal	17	1	18	94.44%

State Police	74	5	79	93.67%
State Police Merit Board	0	1	1	0.00%
State Retirement Systems	10	2	12	83.33%
Torture Inquiry & Relief Commission	0	0	0	0.00%
Transportation	12	0	12	100.00%
Veterans' Affairs	20	19	39	51.28%
Workers' Compensation Commission	12	2	14	85.71%
Grand Total	3,216	346	3,562	90.29%

III. 2011 African American Employment Plan Objectives Status Report

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	Met. Letter included in AAEP submitted to the General Assembly 2/1/11.
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	Met. Ongoing; all newly appointed Cabinet Members are advised of AAEP.
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	Met. AAEP submitted to the General Assembly per deadline.
1.3 Assign employee within CMS to oversee, develop and monitor compliance of the Plan.	CMS	Met.
1.4 Provide administrative support to the African American Advisory Council pursuant to specific reporting responsibilities outlined in PA 096-1341.	CMS, Governor's Office, African American Advisory Council	Council met on 6/28/11, 8/30/11, 10/25/11 & 11/29/11.
<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	Met. Ongoing; all forms are reviewed as required.
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	Met. Ongoing; data is provided in AAEP annual report.
2.2 Present at the CMS monthly personnel managers/EEO meeting to provide an overview of the State African American Employment Plan.	CMS	DEP Administrator met this requirement 9/27/11.
2.3 Review the Underutilization Regional Summary Report prepared by DHR to use in developing objectives for improvement.	CMS, State AAEP Advisory Council	Ongoing; all forms are reviewed as required.
<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

STRATEGY	WHO	WHEN
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	Ongoing
Accountability 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	Survey sent out to all agencies on 9/29/11 with deadline for completion 10/31/11.
4.1 CMS will prepare an Executive Summary documenting agencies' progress towards meeting stated goals relevant to African American employment and promotion.	CMS	Met. Executive Summary included in this 2012 AAEP report.
4.2 Work collaboratively with the African American Employment Advisory Council to develop Plan objectives for next reporting year.	CMS, African American Advisory Council	Council met 11/29/11 to develop objectives presented as Part V of this report.
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	Letter included in 2012 African American Employment Plan.

IV. Summary of State African American Employment 2011 Survey and Highlights

In cooperation with the Department of Human Rights and the AAEP Advisory Council, the Department of Central Management Services developed and distributed a survey to each coded agency on September 29, 2011; responses were due by October 31, 2011. These surveys shall guide CMS in the following manner: identifying agencies' hiring best practices and deficiencies; developing and evaluating the state African American Employment Plan goals and objectives; gathering information as required by the enabling legislation listed to conduct quantitative and qualitative analysis of African American employment in subsequent years.

All coded agencies under the Governor's jurisdiction returned their completed surveys as required. Survey responses varied depending on each individual state agency's mission, fiscal year budget, and year-to-year priorities. Copies of all the date-stamped agency surveys are included in the appendices of this report.

AAEP Survey highlights include the following:

African American employment strategies undertaken in implementing the State African American Employment Plan:

- Agency has established a Diversity Recruitment Program to assist EEO Officer and address issues and topics dealing with hiring, recruiting and complying with EEO mandates as well as underutilization.
- Agency partnered with other state agency to develop and launch its first Diversity Symposium to attract diverse community organizations that are advocates for underutilized persons seeking gainful employment.
- Agency participates in targeted job fairs to address underrepresented populations such as African Americans.
- Agency heads and senior staff monitor all employment documents and reports within Selection & Recruitment & the Division of Personnel and further by the EEO/AA Office Staff.
- Agency has a centralized Recruitment and Selection Unit responsible for all hiring.
- Agency hosts monthly meetings to review EEO Monitors and Underutilization Summaries.
- Agency developed a recruitment database which includes many African American organizations, and communications are sent specifically to African American organizations, community groups and partnerships, including e-blasts.
- 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 partners with community colleges to launch targeted training pilot program to help increase the qualified applicant pool for targeted positions where underrepresentation exists as part of strategic recruitment.
- Agency maintains compliance with Section 2520.770 (h) of the Human Rights Rules and Regulations requiring the use of hiring and promotion monitors whenever personnel transactions occur.
- Agency encourages eligible staff to participate in the Upward Mobility Program, which is a joint venture between the State of Illinois and the American Federation of State, County and Municipal Employees Collective Bargaining Unit.
- Agency encouraged to participate in a variety of training programs such as the training clearinghouse or tuition reimbursement, when available, to increase career advancement opportunities for qualified employees.
- Agency heads review Human Rights' Quarterly reports to gauge agency effectiveness.

Suggestions/recommendations for increasing the number of African Americans employed and promoted:

- Agency heads assume ownership of the African American Employment Plan and work collaboratively with EEO/AA Officer to address underutilization goals.
- Agency heads improve diversity among Rutan interview panels by mandating minority senior staff participate in CMS-sponsored training for the Interview and Selection program.
- Increase targeted recruitment & promotion of minority candidates by partnering with the CMS Diversity Enrichment Program, local colleges, universities and the Illinois Association of Minorities in Government (IAMG) once positions are approved for posting.
- CMS should organize targeted job fairs and provide on-site testing, examination & counseling and promote job fairs in regions where the need is greatest.
- Amend the EPAR approval process to ensure timely hiring of candidates through the Office of Management and Budget.
- Agency recruiters must direct recruitment efforts to address underutilization in targeted areas.
- Increase the use of internship and co-op programs to bring African Americans onboard and to provide a permanent path to state employment.
- CMS application/grading process delays need to be addressed.
- Partner with other state agencies to perform targeted recruitment of qualified candidates due to resource challenges.
- Strategically target the recruitment of qualified minorities by marketing open positions through partnerships with the Urban League, IAMG, NAACP, Illinois Black Chamber of Commerce, the Cook County Bar Association and Historical Black Colleges and Universities (HBCUs).

See Appendix for completed agency surveys.

V. 2012 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 2012 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	1 st Quarter, then ongoing
1.2 Analyze all relevant data to develop 2012 AAEP for presentation to the General Assembly by February 1 st , as required by PA 096-1341	CMS, code state agencies	1 st Quarter

STRATEGY	WHO	WHEN
1.3 Provide administrative support to the African American Advisory Council pursuant to specific reporting responsibilities outlined in PA 096-1341.	CMS, Governor's Office, African American Advisory Council	Ongoing
<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
2.4 State agencies incorporate the use of internships such as Dunn-Fellow and Graduate Public Service Intern (GPSI) as viable options to recruit, hire, and retain qualified candidates for underutilized positions.	CMS, all state agencies under the Governor's jurisdiction.	Ongoing
2.5 State agencies establish communications of job postings with Historical Black Colleges and Universities as a recruitment strategy for qualified candidates.	CMS, all state agencies under the Governor's jurisdiction.	Ongoing
<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 2012 AAEP and each subsequent Plan thereafter to document African American participation and completion rates.	CMS, UMP	4 th quarter
3.3 Address the Appropriations Chair and Committee on the status of the African American Employment Plan, highlighting agencies who are not meeting goals on African American hiring.	CMS, IDHR, African American Employment Plan Advisory Council	2 nd Quarter

STRATEGY	WHO	WHEN
<u>Accountability</u> 4.0 CMS will survey agencies via an online data base portal 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 Employment Plan 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
4.4 CMS will hosts meetings with Governor's Deputy Chiefs of Staffs and agency heads, to review progress towards meeting stated goals relevant to African American employment and share human resources best practices.	CMS, Governors Office, African American Employment Plan Advisory Council, all code agencies	Ongoing
4.5 Meet with the Illinois Legislative Black Caucus to present on the status of the African American state workforce and the African American Employment Plan.	CMS, African American Employment Plan Advisory Council	2 nd Quarter

VI. Conclusion

As a result of the establishment of the African American Employment Plan Advisory Council and the second-year implementation of the Annual Plan, the State of Illinois has a concrete opportunity to perform a rigorous quantitative and qualitative assessment of African American representation in the state's governmental workforce. Currently, approximately 21% of the state's 48,250 employees in coded state positions are African American. Furthermore, African American representation appears to have remained relatively consistent throughout the years. This year's plan provides a standard to guide lasting and meaningful change as it relates to addressing the underutilization of African Americans within state government.

Initial findings seem to suggest the African American work force is far to concentrated in the following two public sectors of the state's governmental workforce: Social Services and Public Safety; meanwhile, the public sectors of Finance, Economic Development, Information Technology, and Engineering appear virtually untapped as related to recruiting, hiring, training, promoting and retaining qualified African Americans within these respective industries. This is a major concern of the Council and warrants highlighting. Much more remains to be done towards achieving representative levels in the identified public sectors relevant to African American numbers in the state population.

Seeking greater diversity and increasing minority employment and promotional opportunities within state government are the guiding principles of this Council in collaboration with the Illinois Department of Central Management Services. To accomplish that goal we must continue to make progress and improve minority recruitment, hiring, training, promotions and retention of qualified candidates statewide in the above referenced targeted public sectors of the state governmental workforce to improve services to all citizens of Illinois.

As we embark on the second year of the state African American Employment Plan, the AAEP Council is poised to begin hosting roundtable discussions with state agencies to review progress towards meeting stated goals relevant to African American employment and share human resource best practices. It is also significant to point out that CMS is leading a progressive effort to assist state agencies with recruitment efforts in targeted communities by launching the “Mobile Assessment Center Initiative” to enhance service delivery systems of the Division of Examining and Counseling and the Diversity Enrichment Program within the Bureau of Personnel for interested job seekers.

Questions on the CMS state African American Employment Plan may be directed to Cory Foster at 312/814-2364 or Cory.Foster@illinois.gov.

