



State of Illinois
Illinois Department of Central Management Services

STATE OF ILLINOIS 2010

HISPANIC Employment Plan



Respectfully submitted to the Illinois General Assembly
February 1, 2010, by Central Management Services



OFFICE OF THE GOVERNOR

SPRINGFIELD, ILLINOIS 62706

Pat Quinn
GOVERNOR

February 1, 2010

Dear General Assembly Member,

The following is the 2010 report of the State Hispanic Employment Plan, which is helping us build a state governmental workforce that reflects the diversity of Illinois. The plan was submitted by the Illinois Department of Central Management Services to the General Assembly on February 1st, as required by law.

Hispanics comprise over fifteen percent of Illinois' population, and are now our state's largest minority group. Their contributions enrich our state's culture and economy, and our continued efforts to create a more inclusive and representative state workforce will ensure that Illinois is competitive and that our state provides appropriate services to our residents.

I am pleased to report to you that the number of Hispanic state employees is at a record level in our state's history. However encouraging this may be, my administration recognizes that we have yet to achieve full representation of Hispanics in state government.

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 continue to collaborate with the Hispanic Employment Plan Advisory Council in order to meet the goals and objectives stated in this year's plan.

Sincerely,

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

Pat Quinn

Governor



February 1, 2010

Dear General Assembly Member:

Public Act 094-0597, passed in August 2005, requires each state agency to include in its annual report its progress toward implementing the State Hispanic 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 Latino employees.

The law requires CMS to prepare and submit to the General Assembly an annual Hispanic Employment Plan reporting each agency's activities that constitute the plan. Accordingly, the 2010 report follows.

I am happy to report that the Hispanic Employment Plan has made significant progress. I would like to share with you some of the state's accomplishments during 2009:

- The number of Hispanic state employees has continued to increase to a record 2,157 (4.28%)
- 1,236 employees receive bilingual pay for Spanish.
- Hispanic employees comprised 5% of all promotions.

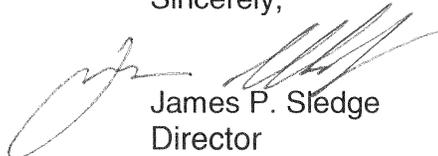
As the state's primary recruiting and employment agency, CMS helped agencies make that progress in the following ways:

- To ensure that agencies have a ready pool of diverse and qualified candidates when hiring, CMS, through its Diversity Enrichment Program, participated in 38 outreach and job fair events in 2009, providing employment information to over 9,200 job-seekers. CMS continues to work with state agencies to assist them with targeted recruitment and has been successful in sourcing candidates specific to the individual and specialized needs of agencies' diverse needs.
- CMS continued its work with the Governor's New Initiative Project to develop a Model Policy to standardize how language assessment testing is implemented across all state agencies. A major component of the 2010 Plan, the Model Policy is projected to be in place by September, 2010.

The 2010 CMS Hispanic Employment Plan outlines the most challenging and ambitious objectives since its inception. For example, a major component of the Plan is to develop a multi-year, statewide workforce plan. Although a major undertaking, this will greatly assist state agencies to meet recruitment, retention and staff development needs and to plan for an aging workforce, employee retention and population shifts.

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

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I. **2010 Executive Summary**

Since 2006, when the first State Hispanic Employment Plan was introduced, the Illinois Department of Central Management Services, in compliance with Public Act 094-0597 has developed an annual plan to address the under-representation of Hispanics and bilingual/Spanish employees in the state workforce. As you will see documented within this **2010** report, CMS has created and implemented a comprehensive process to increase the number of Hispanic and bilingual employees hired and promoted.

Currently, 2,157 (4.28%) of the state work force is Hispanic, representing a slight increase from last year (4.12%). The increase in the number of Hispanics is particularly significant in light of budget shortfalls resulting in fewer hiring opportunities, overall. The number of bilingual/Spanish employees has also continued to rise, from 1,089 in the first year of the Plan, to its current 1,236. However, this year's number of bilingual/Spanish employees (1,236) did see a slight decrease from last year (1,251), a difference of 15 fewer bilingual employees on board in 2009 than in 2008. In 2009, state employees applied for 12,954 promotional grades, resulting in 890 promotions. Of those, 635 applications were from Hispanics and resulted in 44 promotions.

An ongoing objective of the State Hispanic Employment Plan is to ensure that eRecruiting, the CMS electronic application process, implemented in 2008, does not adversely impact the number of Hispanics applying for state positions. In 2007, the year prior to implementation of eRecruiting, Hispanics applied for 11,495 positions resulting in 16.7% of them receiving "A-Well Qualified" grades. In 2008, the first year of implementation, Hispanics applied for 14,801 positions, and 17.6% received "A-Well Qualified" grades. In 2009, there was a slight decrease in the number of Hispanics applying (14,584), but a greater number (19.2%) received "A-Well Qualified" grades. Not only have Hispanics not been hindered by the new electronic application process, but they are now represented in greater numbers on the eligibility list and in more reachable grade categories.

Each year, the data gathered and presented within the Hispanic Employment Plan is reviewed to ensure that a detailed picture on the status of Hispanics in the workforce is presented to state agencies to assist them in meeting Hispanic and bilingual hiring goals. This year's data includes new statistical items specific to the titles of Public Service Administrator and Senior Public Service Administrator. For each of the two titles, an additional breakdown is provided—per agency—depicting union and non-union status. Also, the survey form used to measure agencies' accomplishments toward meeting the mandates of the State Hispanic Employment Plan was revised to solicit information on Exit Interviews and Intern Programs. The survey used to gather data on how state agencies determine bilingual needs and bilingual pay was, likewise, revised to allow for gathering data on how often state agencies use the Master Contract for Translation and Interpreter services.

The 2010 CMS State Hispanic Employment Plan outlines the most challenging objectives since the inception of Public Act 094-0597. These include the development of a multi-year statewide workforce plan; standardizing a policy across all state agencies by which bilingual skills and bilingual needs are assessed and working with agencies to revise diversity recruitment strategies that may result from population changes based on the projected 2010 Census report.

II. Current Demographics

Based on 2000 U.S. Census data and state employment workforce statistics as of December 31, 2009, approximately 4.28% of the State's 50,437 employees in coded state positions are Hispanic. This represents a slight increase from last year (4.12%). The five Illinois counties with the highest number of Hispanic employees are listed below with the corresponding number of Hispanic state employees. Of these, only Cook County showed an increase in the number of Hispanics in the state workforce from last year (+2), while the remaining counties showed a combined loss of 64 Hispanics from the state workforce. The decrease, however, is offset by hiring of Hispanics in counties where last year there were no Hispanics in the state workforce. For example, Hispanics are now working in counties such as Bureau, Iroquois, McDonough, Macoupin and others. Also, there was increased hiring of Hispanics in Grundy, Boone, Whiteside, De Kalb, DuPage, LaSalle and other counties statewide.

Data shows a slight increase (+43) in the number of Hispanics hired; however, this is significant considering the state workforce, overall, decreased from 51,257 to its current 50,437, a loss of 820 employees.

COUNTY	% HISPANIC POPULATION	% HISPANIC STATE WORKFORCE
Cook	19.9%	(1,226) 11.5%
Will	8.7%	(119) 6.9%
Sangamon	1.1%	(115) 1.3%
Kane	23.7%	(114) 11.3%
Lake	14.4%	(67) 8.8%

There are 2,157 Hispanic employees statewide in coded positions. The five state agencies with the largest number of Hispanic employees in coded state positions are indicated below.

AGENCY	COUNT OF HISPANIC EMPLOYEES
Department of Human Services	830
Department of Corrections	241
Department of Employment Security	227
Department of Children & Family Services	212
Department of Healthcare & Family Services	115

Of the above agencies, only IDES (+40) and the Department of Corrections (+22) showed an increase in the number of Hispanics hired.

IDHS shows a loss of 30 Hispanics from last year; DCFS has 3 fewer Hispanic employees from the previous year, and HFS has 5 fewer Hispanics.

Of the 2,157 coded Hispanic state employees, 1,236 are currently receiving bilingual pay for the use of the Spanish language – this represents approximately 57% of Hispanics in the state workforce. The five state agencies that have the highest number of employees receiving bilingual pay for the use of the Spanish language are shown below.

AGENCY	EMPLOYEES RECEIVING BILINGUAL PAY FOR SPANISH LANGUAGE
Department of Human Services	633
Department of Children & Family Services	172
Department of Employment Security	147
Department of Healthcare & Family Services	105
Department of Corrections	35

Of the 5 agencies listed above, only the Illinois Department of Employment Security showed an increase from last year (+18) in the number of bilingual employees paid for Spanish language skills. The remaining 4 agencies had a combined loss of 38 bilingual option positions from last year.

- DHS -19
- DCFS -9
- HFS -7
- IDOC -3

When this year’s combined numbers (1,236) are compared to last year (1,251), there was a net loss of 15 bilingual employees in 2009 as compared to 2008 across all state agencies.

In calendar year 2009, 120,044 open competitive exams were administered. Of those, 14,584 were administered to Hispanic. The graph below illustrates how Hispanics fared when compared to all applicants.

CY 2009	HISPANICS	NON-HISPANICS	TOTAL
Open Competitive Total Grades	14,584	105,460	120,044
A Grade	2,846	35,922	38,768
B Grade	4,292	28,443	32,735
C Grade	3,339	14,382	17,721
Failed Grade	4,107	26,713	30,820

Although, there were fewer Hispanics tested in 2009 (14,584) than in 2008 (14,801), more qualified with an “A” grade in 2009 (2,846) than in 2008 (2,598).

Promotional transactions inclusive of all venues (Upward Mobility Program, promotion, Merit System Transfer with promotion and Promotion to Term) indicate a total of 890 employees were promoted in calendar year 2009; of that total, 44 are Hispanic.

