STATE OF ILLINOIS
2017

Asian American
Employment Plan

Respectfully submitted to the Illinois General Assembly
by Central Management Services

OFFICE OF THE GOVERNOR
207 STATE HOUSE
SPRINGFIELD, ILLINOIS 62706

BRUCE RAUNER
GOVERNOR

February 1, 2017

Dear General Assembly Member,

Please find attached the 2017 State Asian American Employment Plan report, which outlines the action steps of coded state agencies towards a state workforce that accurately reflects the rich diversity of Illinois. While I am proud to report increased access to state employment for Asian Americans, there is always room for improvement to achieve full representation at all levels of state government.

During this reporting period, my Administration collaborated with the Asian American Employment Plan Advisory Council and assisted in the development of this plan with the Illinois Department of Central Management Services. Within the plan, you will find information about how the state workforce compares to demographic data, status reports on recruitment and retention efforts, and objectives for the future.

I believe sustained efforts are required to create a more inclusive and representative state workforce to ensure Illinois remains a leader in diverse employment practices and serves as an example for all Illinois employers. The Asian American Employment Plan will continue to be part of my Administration's unwavering commitment to building a workforce that truly reflects the diversity throughout the Land of Lincoln.

I remain committed to promoting a workforce that benefits from the incredible diversity of Illinois. I am confident that the Illinois Department of Central Management Services' Diversity Enrichment Program will continue to partner with the Asian American Employment Plan Advisory Council to meet the goals and objectives outlined in this year's plan.

Sincerely,

Bruce Rauner
Governor

CMS
ILLINOIS Bruce Rauner, Governor
DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
Michael M. Hoffman, Acting Director

February 1, 2017

Dear General Assembly Member:

Enclosed please find an electronic copy of the 2017 State Asian American Employment Plan, which the Department of Central Management Services is required to prepare and submit to the General Assembly, pursuant to Public Act 097-0856, reporting each agency's activities in implementing the plan.

Outlined in the body of this report you will find information on the status of the Asian 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 and recommendations.

Governor Bruce Rauner remains committed to diversity in our workforce, including the recruitment, hiring, training, retention and promotion of Asian American and bilingual employees. As this report shows, much progress has been made during Governor Rauner's Administration, and we look forward to witnessing continued efforts to increase the diversity of our State workforce.

There are many benefits of having a diverse workforce, but perhaps the most significant is so State agencies can provide better services more efficiently to the public. By working together on this initiative, we can achieve the objectives outlined in the Asian American Employment Plan and better serve the people of our great state.

Sincerely,

Michael M. Hoffman
Acting Director

715 Stratton Office Building, 401 South Spring Street, Springfield, IL 62706
Printed on Recycled Paper

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I. State Asian American Employment Plan Background

The State Asian American Employment Plan was the result of HB 4510, which was signed into law, becoming Public Act 097-0856 effective July 27, 2012. Main components of the Act include: increasing the number of Asian American State employees within all levels, including those serving in supervisory, technical, professional and managerial positions; tracking hiring practices of Asian American employees; increasing the number of Asian American employees hired and promoted; and establishing the Asian American Employment Plan Advisory Council.

The legislation also requires the Department of Central Management Services (CMS) to prepare an Asian American Employment Plan (AsAEP) and report to the General Assembly each year by February 1 on agencies' activities in implementing the Plan. In turn, each agency is required to report annually to CMS all activities in implementing the AsAEP and shall do this in a format as prescribed by CMS in collaboration with the AsAEP Advisory Council.

In 2013, CMS implemented the first AsAEP and continues to work collaboratively with the AsAEP Advisory Council to develop subsequent plans and update them with current demographics and employment statistics relating to Illinois' Asian American general population as compared to the Asian American State employee workforce. In addition, CMS, in partnership with the AsAEP Advisory Council, developed an online survey to assist agencies in reporting activities, strategies, and programs undertaken in accordance with the AsAEP. The first online survey was distributed to State agencies during the Fall of 2013. The inaugural online survey provided a detailed profile of the Asian American State employee workforce and continues to assist in developing objectives from which the ASAEP can evaluate in subsequent years.

The AsAEP Advisory Council continues to assist CMS in developing the yearly online survey and with targeted outreach efforts in the Asian American community.

II. Executive Summary

This report represents data on Asian American employment throughout state government and outlines the AsAEP Advisory Council's activities for the reporting period of January 1, 2016 through December 31, 2016. Data used for developing the 2017 report is based on calendar year 2016, a year in which hiring agencies continued to face tremendous fiscal challenges and limited opportunities to hire. Overall, the State's workforce experienced a net decrease of 2,593 employees from 46,872 in December 2015 compared to 44,279 at the end of December 2016.

Data from 2016 shows that percentage of Asian American Personnel Code-covered State employees has remained steady with a slight increase from 2.6% in 2015 to approximately 2.7%. This figure stands in contrast to the overall percentage of Asian Americans in the Illinois population, which was 5.2%, according to the 2010 Census.

There are 1,208 Asian American Personnel Code-covered State employees across Illinois. The five agencies with the highest number of Asian American employees are the Department of Human Services, Department of Public Health, Department of Revenue, Department of Children and Family Services, and Department of Corrections. In three of these five agencies, the percentage of Personnel Code-covered Asian American State employees in the agency workforce is higher than the overall percentage of Asian American Personnel Code-covered State employees. Considering percentage terms alone, there are seven state agencies at which the percentage of Asian American Personnel Code-covered State employees is higher than the percentage of Asian Americans in the overall Illinois population.

In calendar year 2016, 77,807 open competitive examinations were administered to applicants seeking State employment. Of those, 2,001 were administered to Asian Americans. Sixty-nine percent of Asian Americans who took these examinations received qualifying grades. This passage rate is comparable to other applicants at 70.9%.

The statistical data from this report shows that while there are several agencies with an Asian American workforce near or on par with the overall population percentage of Asian Americans in Illinois, within the vast majority of agencies, the percentage of Asian American Personnel Code-covered employees is well below the percentage of Asian Americans in the Illinois population.

III. Current Demographics

Based on State employment workforce statistics as of December 31, 2016, approximately 2.7% of the Personnel Code-covered State employees are Asian American (1,208). Setting that figure in context, Asian Americans comprise 5.2% of Illinois' general population (based on the 2010 Census). The eight Illinois counties with the highest population of Asian Americans are listed below followed by the corresponding number of Personnel Code-covered Asian American State employees.

COUNTY	% ASIAN AMERICAN POPULATION	ASIAN AMERICANS AS % STATE WORKFORCE
Cook	(322,672) 6.2%	(464) 5.20%
Du Page	(92,304) 10.1%	(27) 4.90%
Lake	(44,358) 6.3%	(74) 9.85%
Will	(30,833) 4.6%	(18) 1.06%
Champaign	(17,969) 8.9%	(2) 0.67%
Kane	(17,895) 3.5%	(255) 16.95%
McHenry	(7,807) 2.5%	(3) 3.30%
McClean	(7,227) 4.3%	(1) 0.65%

There are 1,208 Asian American Personnel Code-covered State employees. The five agencies with the largest number of Asian American Personnel Code-covered employees are indicated below, followed by the number of Asian American Personnel Code-covered employees and their percentage of the total agency workforce.

AGENCY	COUNT OF ASIAN AMERICAN EMPLOYEES
Department of Human Services	625 (4.8%)
Department of Public Health	80 (7.5%)
Department of Corrections	76 (0.7%)
Department of Revenue	59 (4.0%)
Department of Children & Family Services	57 (2.2%)

In calendar year 2016, 77,807 open competitive examinations were administered. Of those, 2,001 were administered to Asian Americans. The chart below illustrates how Asian Americans fared when compared to all applicants. Compared to other applicants, Asian Americans passed at a comparable rate: 69% of Asian Americans who took the examinations passed, compared to 70.9% of non-Asian American applicants.

CY 2016	ASIAN AMERICANS	NON- ASIAN AMERICANS	TOTAL
Open Competitive Total Grades	2,001	75,806	77,807
A Grade	462	18,415	18,877
B Grade	531	23,140	23,671
C Grade	388	12,159	12,547
Failed Grade	620	22,092	22,712

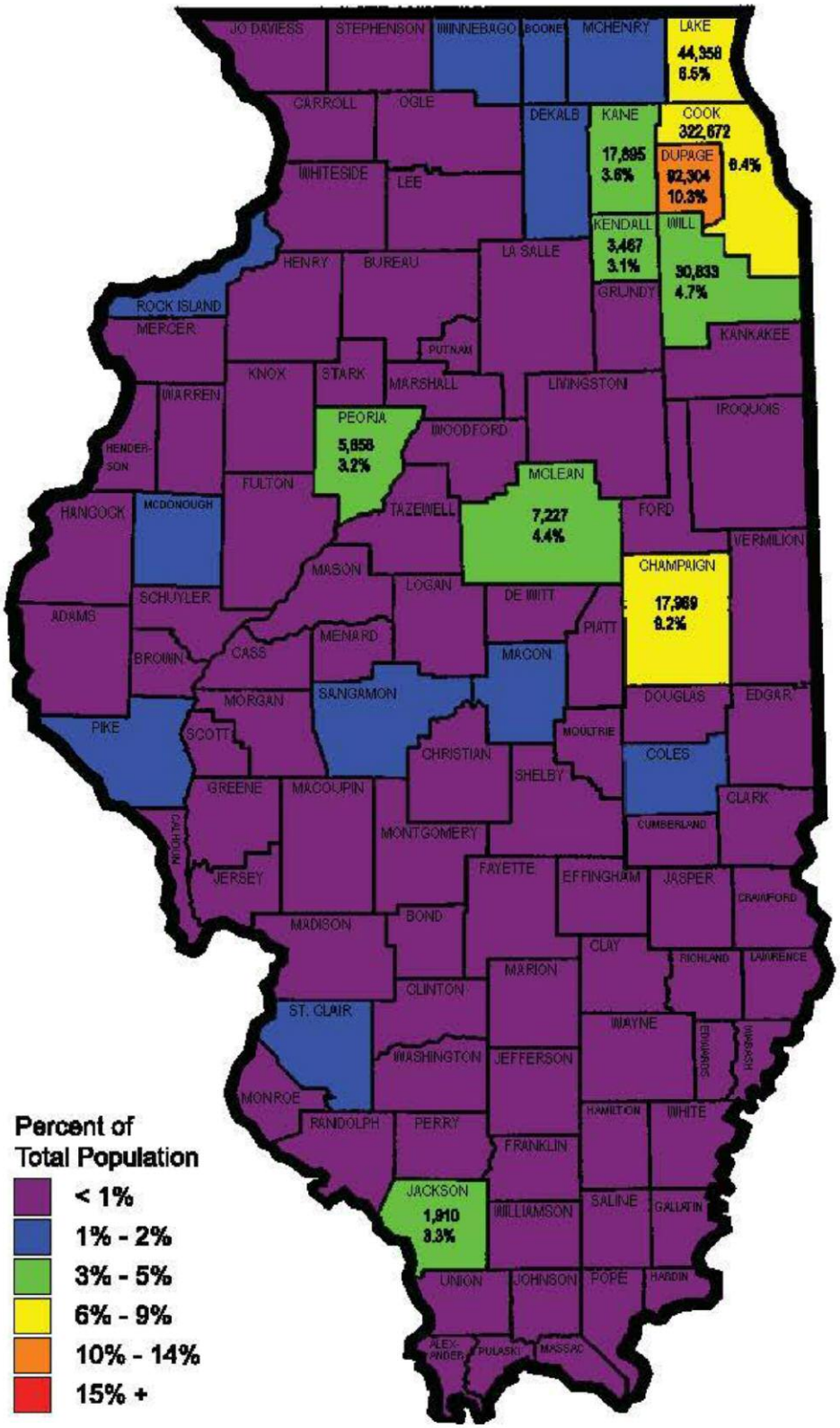
The State of Illinois Upward Mobility Program (UMP) is a career mobility program designed to give state employees an opportunity to advance to more challenging, higher paying positions. It is a joint venture between CMS and AFSCME. In 2016, a total of 3,268 employees participated in the Upward Mobility Program or received tuition reimbursement, including 52 Asian Americans. In addition, there were 4 Asian Americans promoted under the program.

Veterans are provided preference in state hiring, which may influence minority hiring among state agencies. Veterans account for 18.4% of the total Personnel Code-covered employee workforce. There are a total of 8,138 veterans employed in Personnel Code positions, including 55 Asian American veterans. Asian American veterans account for 0.68% of the state employee veterans. The agencies with highest number of veterans are shown below along with the total number of Asian American veterans.

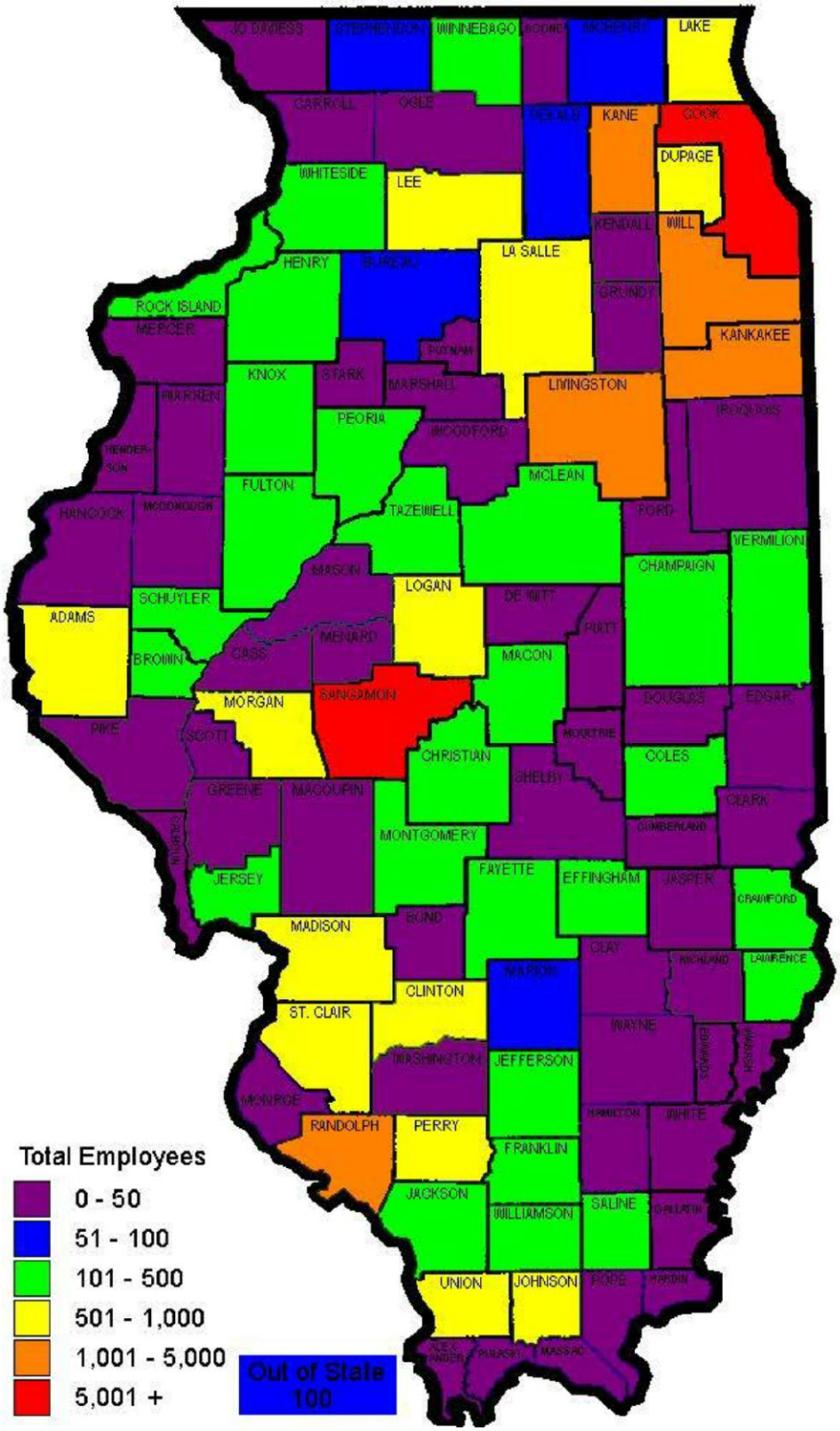
State Employee Veterans

AGENCY	Asian American	% Asian	Total Veterans
CORRECTIONS	13	0.51%	2,542
TRANSPORTATION	7	0.42%	1,662
HUMAN SERVICES	14	1.10%	1,272
HEALTHCARE & FAMILY SERVICES	0	0.00%	337
EMPLOYMENT SECURITY	3	1.12%	268
NATURAL RESOURCES	2	0.82%	245
VETERANS AFFAIRS	3	1.27%	237

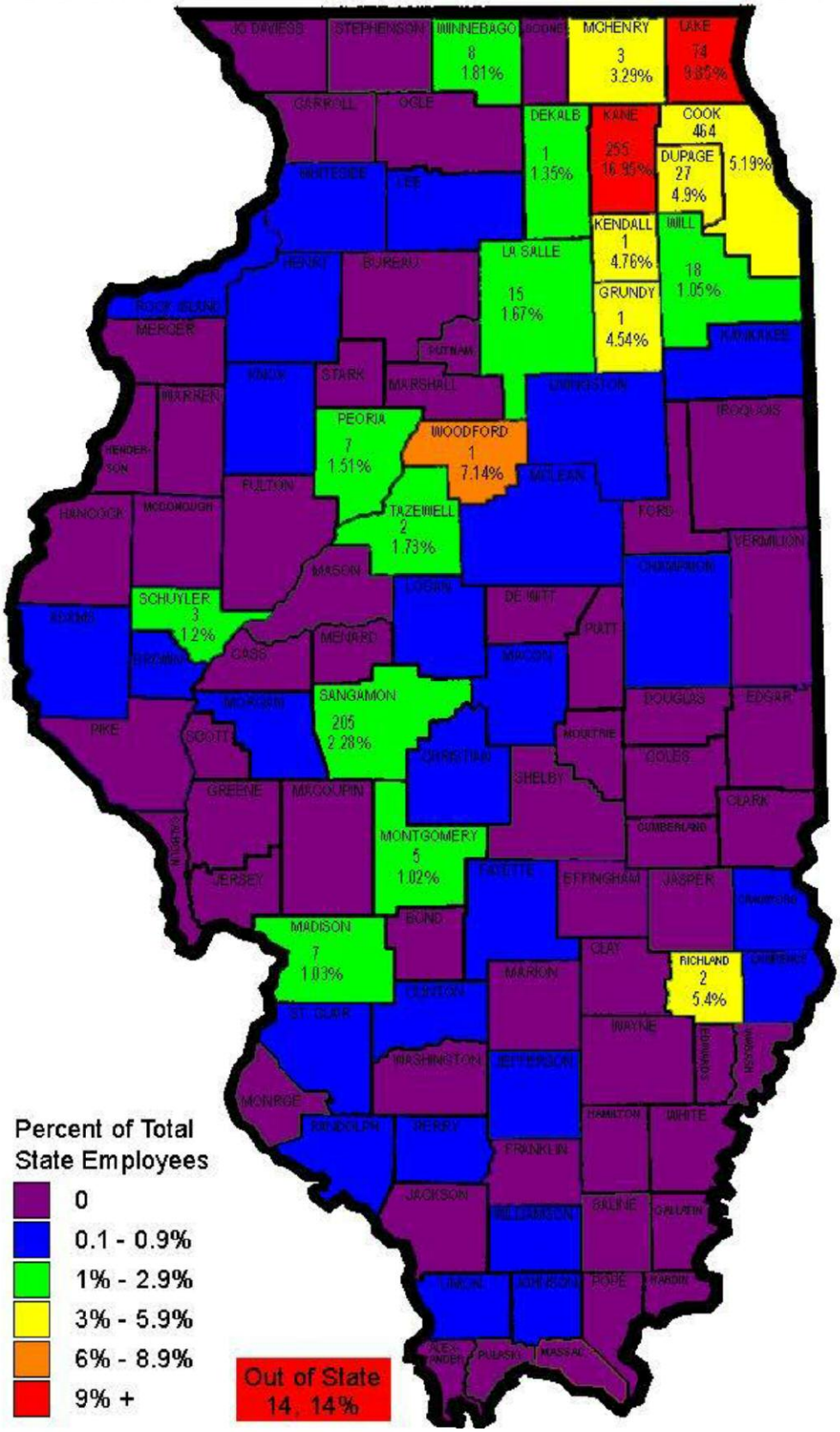
Illinois Asian American Population 2010 Census Data



Coded State Employees as of 12/31/2016



Coded Asian American State Employees as of 12/31/2016



Asian American Population * vs. Workforce 2016**

COUNTY NAME	TOTAL POPULATION	% Asian American	TOTAL Asian American	STATE EMPLOYEES		
				All	% Asian American	TOTAL Asian American
Adams	67,103	0.70%	441	623	0.48%	3
Alexander	8,238	0.20%	16	19	0.00%	0
Bond	17,768	0.40%	68	12	0.00%	0
Boone	54,165	1.30%	686	6	0.00%	0
Brown	6,937	0.20%	16	388	0.52%	2
Bureau	34,978	0.70%	228	51	0.00%	0
Calhoun	5,089	0.20%	12	17	0.00%	0
Carroll	15,387	0.30%	53	14	0.00%	0
Cass	13,642	0.30%	44	18	0.00%	0
Champaign	201,081	8.90%	17,969	300	0.67%	2
Christian	34,800	0.50%	167	296	0.34%	1
Clark	16,335	0.30%	55	12	0.00%	0
Clay	13,815	0.50%	63	15	0.00%	0
Clinton	37,762	0.40%	167	955	0.63%	6
Coles	53,873	1.00%	531	117	0.00%	0
Cook	5,194,675	6.20%	322,672	8,926	5.20%	464
Crawford	19,817	0.50%	103	268	0.37%	1
Cumberland	11,048	0.20%	27	10	0.00%	0
De Kalb	105,160	2.30%	2,438	74	1.35%	1
De Witt	16,561	0.40%	60	30	0.00%	0
Douglas	19,980	0.40%	83	24	0.00%	0
DuPage	916,924	10.10%	92,304	551	4.90%	27
Edgar	18,576	0.20%	33	32	0.00%	0
Edwards	6,721	0.30%	22	0	0.00%	0
Effingham	34,242	0.40%	147	106	0.00%	0
Fayette	22,140	0.20%	51	401	0.50%	2
Ford	14,081	0.30%	37	18	0.00%	0
Franklin	39,561	0.30%	124	116	0.00%	0
Fulton	37,069	0.30%	112	387	0.00%	0
Gallatin	5,589	0.10%	5	0	0.00%	0
Greene	13,886	0.10%	16	8	0.00%	0
Grundy	50,063	0.70%	327	22	4.55%	1
Hamilton	8,457	0.20%	19	7	0.00%	0
Hancock	19,104	0.20%	46	11	0.00%	0
Hardin	4,320	0.50%	22	7	0.00%	0
Henderson	7,331	0.20%	15	11	0.00%	0
Henry	50,486	0.40%	191	222	0.90%	2
Iroquois	29,718	0.30%	103	26	0.00%	0
Jackson	60,218	3.20%	1,910	127	0.00%	0
Jasper	9,698	0.20%	24	14	0.00%	0
Jefferson	38,827	0.60%	246	485	0.62%	3
Jersey	22,985	0.30%	77	127	0.00%	0
Jo Daviess	22,678	0.30%	72	14	0.00%	0
Johnson	12,582	0.20%	22	759	0.26%	2
Kane	515,269	3.50%	17,895	1,504	16.95%	255
Kankakee	113,449	0.90%	1,052	1,618	0.99%	16
Kendall	114,736	3.00%	3,467	21	4.76%	1
Knox	52,919	0.60%	338	382	0.26%	1
Lake	703,462	6.30%	44,358	751	9.85%	74
La Salle	113,924	0.70%	762	894	1.68%	15
Lawrence	16,833	0.20%	38	411	0.73%	3
Lee	36,031	0.70%	246	897	0.89%	8
Livingston	38,950	0.50%	199	1,110	0.27%	3
Logan	30,305	0.60%	184	808	0.74%	6
Mc Donough	32,612	1.80%	580	38	0.00%	0
Mc Henry	308,760	2.50%	7,807	91	3.30%	3
Mc Lean	169,572	4.30%	7,227	154	0.65%	1
Macon	110,768	1.00%	1,118	426	0.23%	1
Macoupin	47,765	0.30%	129	40	0.00%	0

Asian American Population * vs. Workforce 2016**

COUNTY NAME	TOTAL POPULATION	% Asian American	TOTAL Asian American	STATE EMPLOYEES		
				All	% Asian American	TOTAL Asian American
Madison	269,282	0.80%	2,254	675	1.04%	7
Marion	39,437	0.60%	224	53	0.00%	0
Marshall	12,640	0.40%	45	14	0.00%	0
Mason	14,666	0.30%	40	46	0.00%	0
Massac	15,429	0.30%	42	33	0.00%	0
Menard	12,705	0.20%	30	15	0.00%	0
Mercer	16,434	0.30%	52	7	0.00%	0
Monroe	32,957	0.40%	144	24	0.00%	0
Montgomery	30,104	0.40%	111	487	1.03%	5
Morgan	35,547	0.50%	168	775	0.26%	2
Moultrie	14,846	0.20%	31	13	0.00%	0
Ogle	53,497	0.50%	250	44	0.00%	0
Peoria	186,494	3.10%	5,856	463	1.51%	7
Perry	22,350	0.40%	87	513	0.78%	4
Piatt	16,729	0.30%	51	9	0.00%	0
Pike	16,430	0.20%	38	26	0.00%	0
Pope	4,470	0.20%	11	5	0.00%	0
Pulaski	6,161	0.20%	13	14	0.00%	0
Putnam	6,006	0.20%	13	5	0.00%	0
Randolph	33,476	0.30%	104	1,511	0.60%	9
Richland	16,233	0.70%	119	37	5.41%	2
Rock Island	147,546	1.60%	2,419	496	0.81%	4
St. Clair	270,056	1.20%	3,276	659	0.61%	4
Saline	24,913	0.40%	101	274	0.00%	0
Sangamon	197,465	1.60%	3,220	8,988	2.28%	205
Schuyler	7,544	0.10%	9	250	1.20%	3
Scott	5,355	0.20%	12	4	0.00%	0
Shelby	22,363	0.30%	56	16	0.00%	0
Stark	5,994	0.30%	19	12	0.00%	0
Stephenson	47,711	0.60%	297	61	0.00%	0
Tazewell	135,394	0.70%	999	115	1.74%	2
Union	17,808	0.30%	54	722	0.83%	6
Vermilion	81,625	0.70%	564	398	0.00%	0
Wabash	11,947	0.60%	70	23	0.00%	0
Warren	17,707	0.50%	94	26	0.00%	0
Washington	14,716	0.30%	42	20	0.00%	0
Wayne	16,760	0.40%	71	15	0.00%	0
White	14,665	0.20%	31	12	0.00%	0
Whiteside	58,498	0.50%	276	134	0.75%	1
Will	677,560	4.60%	30,833	1,701	1.06%	18
Williamson	66,357	0.80%	561	259	0.77%	2
Winnebago	295,266	2.30%	6,810	440	1.82%	8
Woodford	38,664	0.60%	213	14	7.14%	1
Totals	12,830,632	4.60%	586,934	44,179	2.70%	1,194

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

** Reflects Employees Covered by the Personnel Code as of 12/31/2016

100 employees live outside the of the State of Illinois including 14 Asian Americans

Personnel Code-Covered Asian American Employees as of 12/31/2016

Agency	Employees		
	Asian American	Total	%
AGING	5	139	3.60%
AGRICULTURE	3	314	0.96%
ARTS COUNCIL	1	8	12.50%
CAPITAL DEVELOPMENT BD	1	42	2.38%
CENTRAL MANAGEMENT SVCS	29	1,316	2.20%
CHILDREN & FAMILY SVCS	57	2,542	2.24%
CIVIL SERVICE COMMISSION	0	4	0.00%
COMM & ECON OPPORTUNITY	9	285	3.16%
COMMERCE COMMISSION	0	57	0.00%
CORRECTIONS	76	11,737	0.65%
CRIMINAL JUSTICE AUTH	5	52	9.62%
DEAF&HARD OF HEARING COM	0	5	0.00%
DEV DISABILITIES COUNCIL	0	8	0.00%
EMERGENCY MGMT AGENCY	1	71	1.41%
EMPLOYMENT SECURITY	42	1,070	3.93%
ENVIRONMENTAL PROTECTION	45	671	6.71%
FIN & PROF REG	12	399	3.01%
GAMING BOARD	2	168	1.19%
GUARDIANSHIP & ADVOCACY	1	98	1.02%
HEALTHCARE & FAMILY SRV	55	1,887	2.91%
HISTORIC PRESERVATION	0	133	0.00%
HUMAN RIGHTS COMMISSION	0	14	0.00%
HUMAN RIGHTS DEPARTMENT	3	122	2.46%
HUMAN SERVICES	625	12,933	4.83%
IL TORTURE INQRY RLF COM	0	3	0.00%
INDEPENDENT TAX TRIBUNAL	1	1	100.00%
INNOVATION & TECHNOLOGY	2	16	12.50%
INSURANCE	11	229	4.80%
INVESTMENT BOARD	0	3	0.00%
JUVENILE JUSTICE	7	1,035	0.68%
LABOR	3	81	3.70%
LABOR REL BD EDUCATIONAL	0	8	0.00%
LABOR RELATIONS BD ILL	1	14	7.14%
LAW ENF TRNG&STANDARD BD	1	21	4.76%
LOTTERY	4	140	2.86%
MILITARY AFFAIRS	1	130	0.77%
NATURAL RESOURCES	10	1,087	0.92%
POLLUTION CONTROL BOARD	0	19	0.00%
PRISONER REVIEW BOARD	0	21	0.00%
PROPERTY TAX APPEAL BD	0	32	0.00%
PUBLIC HEALTH	80	1,072	7.46%
RACING BOARD	0	2	0.00%
REVENUE	59	1,471	4.01%
STATE FIRE MARSHAL	0	119	0.00%
STATE POLICE *	21	1,003	2.09%
STATE POLICE MERIT BOARD	0	7	0.00%
STATE RETIREMENT SYSTEMS	2	104	1.92%
TRANSPORTATION **	9	2,157	0.42%
VETERANS AFFAIRS	20	1,305	1.53%
WORKERS COMPENSATION COM	4	124	3.23%
STATE WIDE TOTALS :	1208	44,279	2.73%

* State Police has an additional 1,662 sworn personnel that are not Personnel Code-covered employees, of which 23 are Asian Americans

** Department of Transportation has an additional 2,922 employees that are not Personnel Code-covered, of which 98 are Asian Americans

Personnel Code-Covered Asian American Employees in SPSA Positions as of 12/31/2016

Agency	SPSA Employees		Asian American %
	Asian Americans	Total	
AGING	0	17	0
AGRICULTURE	0	20	0
ARTS COUNCIL	0	2	0
CAPITAL DEVELOPMENT BD	0	0	0
CENTRAL MANAGEMENT SVCS	4	99	4.04
CHILDREN & FAMILY SVCS	1	78	1.28
CIVIL SERVICE COMMISSION	0	1	0
COMM & ECON OPPORTUNITY	3	57	5.26
COMMERCE COMMISSION	0	0	0
CORRECTIONS	3	108	2.77
CRIMINAL JUSTICE AUTH	1	6	16.66
DEAF&HARD OF HEARING COM	0	2	0
DEV DISABILITIES COUNCIL	0	2	0
EMERGENCY MGMT AGENCY	0	4	0
EMPLOYMENT SECURITY	3	62	4.83
ENVIRONMENTAL PROTECTION	4	40	10
FIN & PROF REG	1	43	2.32
GAMING BOARD	0	9	0
GUARDIANSHIP & ADVOCACY	0	8	0
HEALTHCARE & FAMILY SRV	4	121	3.3
HISTORIC PRESERVATION	0	14	0
HUMAN RIGHTS COMMISSION	0	2	0
HUMAN RIGHTS DEPARTMENT	0	10	0
HUMAN SERVICES	5	186	2.68
IL TORTURE INQRY RLF COM	0	1	0
INDEPENDENT TAX TRIBUNAL	0	0	0
INNOVATION & TECHNOLOGY	2	9	22.22
INSURANCE	0	20	0
INVESTMENT BOARD	0	1	0
JUVENILE JUSTICE	0	26	0
LABOR	2	8	25
LABOR REL BD EDUCATIONAL	0	3	0
LABOR RELATIONS BD ILL	0	2	0
LAW ENF TRNG&STANDARD BD	0	2	0
LOTTERY	0	6	0
MILITARY AFFAIRS	0	2	0
NATURAL RESOURCES	1	48	2.08
POLLUTION CONTROL BOARD	0	1	0
PRISONER REVIEW BOARD	0	0	0
PROPERTY TAX APPEAL BD	0	2	0
PUBLIC HEALTH	6	62	9.67
RACING BOARD	0	1	0
REVENUE	2	56	3.57
STATE FIRE MARSHAL	0	10	0
STATE POLICE	1	27	3.7
STATE POLICE MERIT BOARD	0	1	0
STATE RETIREMENT SYSTEMS	0	7	0
TRANSPORTATION	0	0	0
VETERANS AFFAIRS	0	16	0
WORKERS COMPENSATION COM	1	14	7.14
GRAND TOTAL:	44	1,216	3.62

Personnel Code-Covered Asian American Employees in PSA Positions as of 12/31/2016

Agency	PSA Employees		Asian American %
	Asian American	Total	
AGING	0	20	0
AGRICULTURE	0	10	0
ARTS COUNCIL	0	1	0
CAPITAL DEVELOPMENT BD	0	0	0
CENTRAL MANAGEMENT SVCS	4	178	2.24
CHILDREN & FAMILY SVCS	11	459	2.39
CIVIL SERVICE COMMISSION	0	2	0
COMM & ECON OPPORTUNITY	3	67	4.47
COMMERCE COMMISSION	0	1	0
CORRECTIONS	1	202	0.49
CRIMINAL JUSTICE AUTH	0	13	0
DEAF&HARD OF HEARING COM	0	2	0
DEV DISABILITIES COUNCIL	0	3	0
EMERGENCY MGMT AGENCY	0	16	0
EMPLOYMENT SECURITY	6	134	4.47
ENVIRONMENTAL PROTECTION	2	60	3.33
FIN & PROF REG	3	55	5.45
GAMING BOARD	1	24	4.16
GUARDIANSHIP & ADVOCACY	0	13	0
HEALTHCARE & FAMILY SRV	10	221	4.52
HISTORIC PRESERVATION	0	6	0
HUMAN RIGHTS COMMISSION	0	1	0
HUMAN RIGHTS DEPARTMENT	0	18	0
HUMAN SERVICES	26	615	4.22
IL TORTURE INQRY RLF COM	0	1	0
INDEPENDENT TAX TRIBUNAL	1	1	100
INNOVATION & TECHNOLOGY	0	3	0
INSURANCE	1	48	2.08
INVESTMENT BOARD	0	0	0
JUVENILE JUSTICE	1	20	5
LABOR	0	10	0
LABOR REL BD EDUCATIONAL	0	3	0
LABOR RELATIONS BD ILL	1	7	14.28
LAW ENF TRNG&STANDARD BD	0	5	0
LOTTERY	1	12	8.33
MILITARY AFFAIRS	0	3	0
NATURAL RESOURCES	2	56	3.57
POLLUTION CONTROL BOARD	0	11	0
PRISONER REVIEW BOARD	0	0	0
PROPERTY TAX APPEAL BD	0	4	0
PUBLIC HEALTH	17	248	6.85
RACING BOARD	0	0	0
REVENUE	1	138	0.72
STATE FIRE MARSHAL	0	11	0
STATE POLICE	2	53	3.77
STATE POLICE MERIT BOARD	0	1	0
STATE RETIREMENT SYSTEMS	1	8	12.5
TRANSPORTATION	1	19	5.26
VETERANS AFFAIRS	0	35	0
WORKERS COMPENSATION COM	2	12	16.66
GRAND TOTAL:	98	2,830	3.46

Distribution of SPSA Employees Represented by Collective Bargaining Units and Not Represented by Collective Bargaining Units, as of 12/31/2016

Agency	Bargaining Unit? Yes	Bargaining Unit? No	Total	Bargaining Unit %
AGING	0	17	17	0.00%
AGRICULTURE	0	20	20	0.00%
ARTS COUNCIL	0	2	2	0.00%
CAPITAL DEVELOPMENT BD	0	0	0	0.00%
CENTRAL MANAGEMENT SVCS	0	99	99	0.00%
CHILDREN & FAMILY SVCS	0	78	78	0.00%
CIVIL SERVICE COMMISSION	0	1	1	0.00%
COMM & ECON OPPORTUNITY	0	57	57	0.00%
COMMERCE COMMISSION	0	0	0	0.00%
CORRECTIONS	0	108	108	0.00%
CRIMINAL JUSTICE AUTH	0	6	6	0.00%
DEAF&HARD OF HEARING COM	0	2	2	0.00%
DEV DISABILITIES COUNCIL	0	2	2	0.00%
EMERGENCY MGMT AGENCY	0	4	4	0.00%
EMPLOYMENT SECURITY	0	62	62	0.00%
ENVIRONMENTAL PROTECTION	0	40	40	0.00%
FIN & PROF REG	0	43	43	0.00%
GAMING BOARD	0	9	9	0.00%
GUARDIANSHIP & ADVOCACY	0	8	8	0.00%
HEALTHCARE & FAMILY SRV	0	121	121	0.00%
HISTORIC PRESERVATION	0	14	14	0.00%
HUMAN RIGHTS COMMISSION	0	2	2	0.00%
HUMAN RIGHTS DEPARTMENT	0	10	10	0.00%
HUMAN SERVICES	0	186	186	0.00%
IL TORTURE INQRY RLF COM	0	1	1	0.00%
INDEPENDENT TAX TRIBUNAL	0	0	0	0.00%
INNOVATION & TECHNOLOGY	0	9	9	0.00%
INSURANCE	0	20	20	0.00%
INVESTMENT BOARD	0	1	1	0.00%
JUVENILE JUSTICE	0	26	26	0.00%
LABOR	0	8	8	0.00%
LABOR REL BD EDUCATIONAL	0	3	3	0.00%
LABOR RELATIONS BD ILL	0	2	2	0.00%
LAW ENF TRNG&STANDARD BD	0	2	2	0.00%
LOTTERY	0	6	6	0.00%
MILITARY AFFAIRS	0	2	2	0.00%
NATURAL RESOURCES	0	48	48	0.00%
POLLUTION CONTROL BOARD	0	1	1	0.00%
PRISONER REVIEW BOARD	0	0	0	0.00%
PROPERTY TAX APPEAL BD	0	2	2	0.00%
PUBLIC HEALTH	0	62	62	0.00%
RACING BOARD	0	1	1	0.00%
REVENUE	0	56	56	0.00%
STATE FIRE MARSHAL	0	10	10	0.00%
STATE POLICE	4	23	27	14.81%
STATE POLICE MERIT BOARD	0	1	1	0.00%
STATE RETIREMENT SYSTEMS	0	7	7	0.00%
TRANSPORTATION	0	0	0	0.00%
VETERANS AFFAIRS	0	16	16	0.00%
WORKERS COMPENSATION COM	0	14	14	0.00%
GRAND TOTAL:	4	1,212	1,216	0.33%

Distribution of PSA Employees Represented by Collective Bargaining Units and Not Represented by Collective Bargaining Units, as of 12/31/2016

Agency	Bargaining Unit? Yes	Bargaining Unit? No	Total	Bargaining Unit %
AGING	4	16	20	20.0%
AGRICULTURE	1	9	10	10.0%
ARTS COUNCIL	0	1	1	0.0%
CAPITAL DEVELOPMENT BD	0	0	0	0.0%
CENTRAL MANAGEMENT SVCS	101	77	178	56.7%
CHILDREN & FAMILY SVCS	284	175	459	61.9%
CIVIL SERVICE COMMISSION	0	2	2	0.0%
COMM & ECON OPPORTUNITY	33	34	67	49.3%
COMMERCE COMMISSION	1	0	1	100.0%
CORRECTIONS	61	141	202	30.2%
CRIMINAL JUSTICE AUTH	6	7	13	46.2%
DEAF&HARD OF HEARING COM	0	2	2	0.0%
DEV DISABILITIES COUNCIL	0	3	3	0.0%
EMERGENCY MGMT AGENCY	6	10	16	37.5%
EMPLOYMENT SECURITY	54	80	134	40.3%
ENVIRONMENTAL PROTECTION	55	5	60	91.7%
FIN & PROF REG	30	25	55	54.5%
GAMING BOARD	20	4	24	83.3%
GUARDIANSHIP & ADVOCACY	7	6	13	53.8%
HEALTHCARE & FAMILY SRV	149	72	221	67.4%
HISTORIC PRESERVATION	0	6	6	0.0%
HUMAN RIGHTS COMMISSION	0	1	1	0.0%
HUMAN RIGHTS DEPARTMENT	17	1	18	94.4%
HUMAN SERVICES	224	391	615	36.4%
IL TORTURE INQRY RLF COM	0	1	1	0.0%
INDEPENDENT TAX TRIBUNAL	0	1	1	0.0%
INNOVATION & TECHNOLOGY	1	2	3	0.0%
INSURANCE	34	14	48	70.8%
INVESTMENT BOARD	0	0	0	0.0%
JUVENILE JUSTICE	6	14	20	30.0%
LABOR	5	5	10	50.0%
LABOR REL BD EDUCATIONAL	0	3	3	0.0%
LABOR RELATIONS BD ILL	0	7	7	0.0%
LAW ENF TRNG&STANDARD BD	1	4	5	20.0%
LOTTERY	6	6	12	50.0%
MILITARY AFFAIRS	0	3	3	0.0%
NATURAL RESOURCES	31	25	56	55.4%
POLLUTION CONTROL BOARD	4	7	11	36.4%
PRISONER REVIEW BOARD	0	0	0	0.0%
PROPERTY TAX APPEAL BD	2	2	4	0.0%
PUBLIC HEALTH	239	9	248	96.4%
RACING BOARD	0	0	0	0.0%
REVENUE	10	128	138	7.2%
STATE FIRE MARSHAL	4	7	11	36.4%
STATE POLICE	19	34	53	35.8%
STATE POLICE MERIT BOARD	0	1	1	0.0%
STATE RETIREMENT SYSTEMS	6	2	8	75.0%
TRANSPORTATION	18	1	19	94.7%
VETERANS AFFAIRS	0	35	35	0.0%
WORKERS COMPENSATION COM	6	6	12	50.0%
GRAND TOTAL:	1,445	1,385	2,830	51.1%

IV. 2016 State Asian American Employment Online Survey and Best Practices

To standardize how information is gathered, CMS in collaboration with the AsAEP Advisory Council developed an online survey to assist agencies in reporting specific activities and data relevant to Asian American State employees. This online survey was first launched in December of 2013 and requires all agencies with Personnel Code-covered employees to respond. The intent of this survey was to gather information as required by the legislation to develop benchmarks from which the AsAEP could be developed and evaluated in subsequent years.

The completed surveys from each agency are available in the appendices to this report. All agencies with Personnel Code-covered employees and fall under the jurisdiction of the Governor responded to the survey request. Survey responses included some richly detailed qualitative data that will allow the AsAEP Advisory Council to track and monitor strategies and best practices used by some agencies that have been successful in recruiting, hiring, promoting, and retaining Asian American employees. Survey results also will allow monitoring of agencies in order to track their efforts to address underutilization of Asian Americans in the State's workforce.

Responses from the 2016 Asian American Employment Plan Survey include the following excerpted highlights and Best Practices:

- EEO Officer sends out notices of job openings to various ethnic entities and attends job fairs.
- Created an Asian recruitment plan to formalize the steps the agency takes when filling positions.
- Established a diversity and recruitment work group that includes the Office of Affirmative Action to discuss strategies for recruitment of diverse employees.
- Established a presence in the Asian American community by participating in Asian American community events.
- Shared job postings at Department of Employment Security local offices that serve significant Asian American populations.
- Participated in job and resource fairs held by community organizations and elected officials.
- Posted jobs on Illinois Job Link.
- Postings are shared with Illinois colleges and universities.
- Job vacancies are shared with Asian American organizations through email.
- Continued attempts to establish a viable network with Asian American community organizations to increase the community's awareness of potential employment opportunities
- Targeted recruitment of Asian American students when attending university job/career fairs including: Northeastern University, Northwestern, IIT, U of I Chicago and U of I Champaign/Urbana.
- Attended job fairs that are organized by elected officials, social organizations and churches who serve significant Asian American constituents.
- Partnered with IDES and the Department of Veterans' Affairs to directly reach out to those minorities lacking gainful employment.
- Posted position vacancies on agency Facebook, LinkedIn, Twitter as well Monster.com.
- Developed new testing and examining procedures for professional titles which will increase candidate pools and recruitment opportunities.
- Implemented a formal internship program to attract students to the field of public health.
- Instituted strategic workshops focused on educating on how to complete CMS 100 applications.

- Offered Physical Fitness Pre-tests and allowed candidates to take a physical fitness test and receive feedback on the different components that make up the 4-part test.
- Worked with the state local workforce organizations established under the Local Workforce Innovative Act to recruit applicants.
- The number of Asian Americans who participated in the Upward Mobility Program or received tuition reimbursement was 52.
- There are 154 Asian Americans employees who are certified to serve on Rutan interview hiring panels.

Based on evaluations of the surveys, observation, and discussion with AsAEP Advisory Council members and agency liaisons, additional recommendations were made about general Best Practices for improving the recruitment, hiring, retention, and promotion of Asian American state employees:

- Provide workshop to Asian American community based organizations to increase applicant pool for state employment.
- Agencies should have Recruitment and Selection units that meet regularly to address underutilization numbers and discuss recruitment strategies.
- Establish a list of Asian American organizations to send jobs notices.
- The Council will continue to assist the Governor's Office and state agencies to increase Diversity.
- Agencies should reach out to the AsAEP Advisory Council, CMS Diversity Enrichment Program staff, or others with the appropriate expertise in order to improve their outreach and targeted recruitment efforts in the Asian American community.
- Agencies to provide cultural bias interview training to Rutan certified employees.
- Increase the number of bilingual positions for various Asian languages.
- Council members should arrange to meet with Asian American social service agencies to discuss the need for bilingual staffing at state agencies and local workforce organizations serving significant Asian American populations.

See Appendix for completed agency surveys

V. 2016 Asian American Employment Action Plan and Objectives Status

STRATEGY/OBJECTIVES	WHO	STATUS
Leadership **1.0** Each agency director will be given a copy of the 2016 AsAEP 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
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
1.2 Analyze all relevant data to develop 2017 AsAEP for presentation to the General Assembly by February 1st, as required by PA 097-0856.	CMS, all Personnel Code-covered state agencies under the Governor's jurisdiction, AsAEP	Met
1.3 Provide administrative support to the AsAEP Advisory Council pursuant to specific reporting responsibilities outlined in PA 097-0856.	CMS, Governor's Office, AsAEP	Ongoing
Recruitment and Selection **2.0** Mandated Hiring and/or Promotion Monitors must be completed by agencies and authorized by CMS prior to personnel transaction processing.	DHR, all Personnel Code-covered state agencies under the Governor's jurisdiction, CMS	Ongoing
2.1 Compile Asian American grade and application data to ensure that Asian Americans are fully informed of e-recruiting online application procedures, ensuring that the number of Asian Americans applying for State jobs is not adversely affected.	CMS	Ongoing and reported in each subsequent Plan.
2.2 Present to agency personnel managers and EEO staff on a periodic basis an overview of the State AsAEP.	CMS	Met
2.3 Review the Underutilization Regional Summary Report prepared by DHR to use in developing objectives for improvement.	CMS, AsAEP Advisory Council	Met

STRATEGY/OBJECTIVES	WHO	STATUS
Education **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	Meetings held with DHS,CMS and DNR
3.1 EEO/AA officer meetings will be conducted on a periodic basis with agencies.	CMS	Ongoing
3.2 The Upward Mobility Program, subject to Appropriation, provides an important pathway to promotional opportunity. Benchmark information will be gathered and reported in the 2017 AsAEP to document Asian American participation and completion rates.	CMS, UMP	Ongoing
Accountability **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 AsAEP Advisory Council to review and revise, as needed.	CMS, all Personnel Code-covered state agencies under the Governor's jurisdiction, AsAEP Advisory Council	Met
4.1 CMS will prepare an Executive Summary documenting agencies' progress towards meeting stated goals relevant to Asian American employment and promotion.	CMS	Met
4.2 Work collaboratively with the AsAEP Advisory Council to develop Plan objectives for next reporting year.	CMS, AsAEP Advisory Council	Met

VI. 2017 Asian American Employment Plan and Objectives

STRATEGY/OBJECTIVES	WHO	WHEN
Leadership **1.0** Each agency director will be given a copy of the 2017 AsAEP 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	1st 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	2nd Quarter
1.2 Analyze all relevant data to develop 2018 AsAEP for presentation to the General Assembly by February 1st, as required by PA 097-0856.	CMS, code state agencies, AsAEP Advisory Council	1st Quarter
1.3 Provide administrative support to the AsAEP Advisory Council pursuant to specific reporting responsibilities outlined in PA 097-0856.	CMS, Governor's Office, AsAEP Advisory Council	Ongoing
Recruitment and Selection **2.0** Mandated Hiring and/or Promotion Monitors must be completed by agencies and authorized by CMS prior to personnel transaction processing.	DHR, all Personnel Code-covered state agencies under the Governor's jurisdiction, CMS	Ongoing
2.1 Compile Asian American grade and application data to ensure that Asian Americans are fully informed of e-recruiting online application procedures, ensuring that the number of Asian Americans applying for state jobs is not adversely affected.	CMS	1st quarter, then ongoing and reported in each subsequent Plan.
2.2 Present to agency personnel managers and EEO staff on a periodic basis an overview of the State AsAEP.	CMS	Ongoing

STRATEGY/OBJECTIVES	WHO	WHEN
2.3 Review the Underutilization Regional Summary Report prepared by DHR to use in developing objectives for improvement.	CMS, State AsAEP Advisory Council	3rd Quarter
Education **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 EEO/AA officer meetings will be conducted on a periodic basis with agencies.	CMS	Ongoing
3.2 The Upward Mobility Program, subject to Appropriation, provides an important pathway to promotional opportunity. Benchmark information will be gathered and reported in the 2018 AsAEP to document Asian American participation and completion rates.	CMS, UMP	4th quarter
Accountability **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 AsAEP Advisory Council to review and revise, as needed.	CMS, all Personnel Code-covered state agencies under the Governor's jurisdiction, AsAEP Advisory Council	4th Quarter
4.1 CMS will prepare an Executive Summary documenting agencies' progress towards meeting stated goals relevant to Asian American employment and promotion.	CMS	4th Quarter
4.2 Work collaboratively with the AsAEP Advisory Council to develop Plan objectives for next reporting year.	CMS, AsAEP Advisory Council	4th Quarter

VII. Conclusion

According to the 2010 U.S. Census data, Asian Americans comprise slightly more than five percent of Illinois' population, but to date, comprise only 2.7% of State employees. The first AsAEP Advisory Council took a closer look at underutilization goals across all agencies, counties, and job titles and developed an annual comprehensive plan to assist agencies to meet their individual objectives. The data reported within this report indicates that 51.7% of the Asian American State employee workforce remains concentrated within one agency, the Department of Human Services, where the 625 Asian American employees constitute 4.8% of the agency's workforce. Among the five agencies with the highest number of Asian American employees, two agencies, the Department of Human Services and Department of Children and Family Services increased their number of Asian American employees in 2016. The Department of Corrections and Department of Public Health showed a decrease in the number of Asian American Employees. Six agencies (the Illinois Arts Council, Criminal Justice Information Authority, Illinois Environmental Protection Agency, Labor Relations Board, Department of Innovation & Technology, and the Department of Public Health) have percentages of Asian American state employees that exceed the percentage of Asian Americans in the state population. However, at the vast majority of agencies, the percentage of Asian American employees is well below the percentage of Asian Americans in the Illinois population.

The AsAEP has helped the State of Illinois in the process of improving the representation of Asian Americans at all levels of the state workforce by:

- Establishing the AsAEP Advisory Council, appointed by the Governor, which met once each quarter and set goals and objectives as may be required to increase the opportunities for hiring, retaining and promoting Asian Americans in the state workforce.
- Designating an AsAEP Coordinator within CMS and the Governor's Office to work jointly with the AsAEP Advisory Council to ensure that the goals of the Plan are met.
- Referring to established benchmarks to measure the State's efforts.
- Incorporating individual agencies' best practices into statewide practices.
- Developing a standard process for all agencies to use when developing strategies for recruitment, hiring, retention and promotion.
- Working with agencies on targeted outreach for recruitment and assistance with the State employment application process.

The work progressed in 2016 with:

- Continued meetings attended by the AsAEP Advisory Council appointees and representatives from state agencies.
- Regularly organized opportunities for state agencies to recruit within the Asian American community.
- Recruitment at colleges and universities with significant Asian American student populations including Northeastern University, Northwestern University, and University of Illinois – Chicago and Champaign/Urbana.
- Continued recruitment in significant Asian American communities in Illinois.
- Outreach efforts that inform the public about the state employment recruitment process.
- Cooperation with community leaders to convey and disseminate information about job opportunities with state agencies including the Chinese American Service League, Korean American Cultural Center, Korean American Community Center, Chinese Mutual Aid, Lao American Organization of Elgin, and Global Empowerment Council.

- Continued participation with veteran organizations to expand outreach efforts.
- Work with Veteran Service Officers and Representatives at the Department of Employment Security and the Department of Veterans' Affairs to recruit Asian American veterans.

Over the course of the coming year, the goals and objectives outlined in this report will be adjusted to improve career opportunities for Asian Americans in the State workforce, and for improved service to all citizens of Illinois. Ideas that will be pursued and developed over the upcoming year include:

- Further expanding a standardized list of community contacts for state agencies to reach directly with job announcements and employment opportunities.
- Repeat the cycle of recruitment workshops that are held in partnership with Asian American community organizations in various locations where there is significant population concentration.
- Conduct targeted employment workshops to inform applicants about the application process and supplement the in-person presentations that are currently conducted.

Questions on the State Asian American Employment Plan may be directed to Carlos R. Charneco at 312/814-0922 or carlos.charneco@illinois.gov.

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