



OFFICE OF THE EXECUTIVE INSPECTOR GENERAL
FOR THE OFFICE OF THE ILLINOIS ATTORNEY GENERAL

DIANE L. SALTOUN
EXECUTIVE INSPECTOR GENERAL

January 20, 2021

Michelle Casey, Esq.
Executive Director
Executive Ethics Commission
401 S. Spring Street
513 William Stratton Building
Springfield, IL 62706

Re: Annual Ethics Training Report

Dear Michelle:

Pursuant to Section 430/5-10 of the State Officials and Employees Ethics Act, each ultimate jurisdictional authority (“UJA”) must submit a year-end report to the Executive Ethics Commission (“EEC”) that summarizes ethics training that was completed during the previous calendar year and the plan for ethics training programs in the coming year.

Please find enclosed two charts outlining the 2020 ethics trainings and the planned 2021 trainings for the Office of the Illinois Attorney General (“OAG”):

- (1) OAG Ethics Training Programs for 2020
- (2) OAG Planned Ethics Training Programs for 2021

With regard to the 2021 programs, the OAG anticipates adding a number of programs the second half of the year. These ethics training programs have not been fully planned and scheduled at this time.

The Illinois Administrative Code, title 2, chapter VI, §1620.900, requires the UJA to report the following additional ethics training related information to the EEC:

- (1) Number of officers or employees of the Office of the Illinois Attorney General who completed initial ethics training in 2020: 97
- (2) Number of officers or employees of the Office of the Illinois Attorney General who completed annual ethics training in 2020: 872
- (3) The following OAG employees were on leave of absence during the calendar year 2020 and therefore were unavailable and excused from ethics training: Patrick Hurley, Frances Sanchez, Kelly Warnick-Brown, Marion Webb, Tierra Williams.

The Office of the Executive Inspector General for the OAG (“OEIG”) previously provided copies of the materials used in the 2020 initial and annual ethics trainings to the EEC. Please do not hesitate to advise me if you would like additional copies.

The 2021 annual ethics training is not yet available. The OEIG will forward the 2021 ethics training materials to the EEC when they are available. New employees are currently taking the 2020 Ethics Training when they start employment at the OAG.

Please do not hesitate to contact me if I can provide any further information.

Sincerely yours,



Diane L. Saltoun
Executive Inspector General
Office of the Inspector General
for the Office of the Attorney General
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Chicago, Illinois 60601
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OFFICE OF THE ATTORNEY GENERAL ETHICS TRAINING REPORT 2020-2021

2020 Trainings

Program Title	Date(s)	Speaker(s)	Location(s)	Length of Course	Description
2020 Mentorship Program	Ongoing	Various AAG Mentors	Chicago and Springfield	8 Face-to-Face Meetings	The OAG follows the Mentorship Guidelines set out by the Illinois Commission on Professionalism. Mentors and mentees must meet 8 times during the course of the year and execute a mentorship plan. Examples of the plan are provided by the Commission. Assuming all the requirements are met, both mentors and mentees earn 6 professional responsibility credits at the end of the year.
Reducing Stress Through Effective Time Management	November 17, 2020	ARPDD Director Thor Inouye	Online	1 hour	A discussion of time management techniques for lawyers to increase efficiency, improve organization, and reduce stress.
Annual Ethics Training	November 30, 2020 – December 31, 2020	Interactive Computer Program	Chicago, Springfield, and Regional Offices Online	1 hour	Online interactive training program designed to highlight and discuss the various provisions of the State Officials and Employees Ethics Act and specific ethical issues relevant to the Attorney General's Office. Required by all AGO employees. The training will include hypotheticals the employees must consider and require approximately one hour to complete.

OFFICE OF THE ATTORNEY GENERAL ETHICS TRAINING REPORT 2020-2021

2021 Trainings

Program Title	Date(s)	Speaker(s)	Location(s)	Length of Course	Description
2020 Mentorship Program	Ongoing	Various AAG Mentors	Online	8 Face-to-Face Meetings	The OAG follows the Mentorship Guidelines set out by the Illinois Commission on Professionalism. Mentors and mentees must meet 8 times during the course of the year and execute a mentorship plan. Examples of the plan are provided by the Commission. Assuming all the requirements are met, both mentors and mentees earn 6 professional responsibility credits at the end of the year.
Recognizing, Understanding, and Referring a Colleague in Need	June 3	LAP Director Dr. Diana Uchiyama	Online	1 Hour	Learn how to spot an issue and how to deal with it or refer someone for a solution
What History and Ethics Can Teach Us About Lawyer Civility	June TBD	Inspector General Diane Saltoun and ARDPD Director Thor Inouye	Online	1 Hour	This program discusses (1) the general public's perception of attorneys, (2) an examination of civility and professionalism within the Illinois bar, (3) the history of civility and its relationship to Western civilization, (4) the crucial role respect plays in any discussion of civility, and (5) hypothetical scenarios with civility dilemmas.
Compassion Fatigue: Sustaining the Professional Self	November TBD	LAP Director Dr. Diana Uchiyama	Online	1 Hour	This course describes the impact of stress and anxiety on lawyers, and how it can affect both home and work. It educates on stress specific to lawyers: compassion fatigue, rumination, and cognitive errors in thinking, are also provided. Lastly the program offers solutions to combat stress and anxiety.
Annual Ethics Training	TBD	Interactive Computer Program	Chicago, Springfield, and Regional Offices Online	1 hour	Online interactive training program designed to highlight and discuss the various provisions of the State Officials and Employees Ethics Act and specific ethical issues relevant to the Attorney General's Office. Required by all AGO employees. The training will include hypotheticals the employees must consider and require approximately one hour to complete.