



OFFICE OF EXECUTIVE INSPECTOR GENERAL
FOR THE AGENCIES OF THE ILLINOIS GOVERNOR

69 WEST WASHINGTON STREET, SUITE 3400
CHICAGO, ILLINOIS 60602
(312) 814-5600

March 16, 2021

Via U.S. Mail/E-Mail

Mr. John W. Hollman
Clerk of the House
300 Capitol Building
Springfield, IL 620706

Re: Report Pursuant to State Services Assurance Act, 5 ILCS 382/3-20

Dear Mr. Hollman:

Pursuant to Section 3-2 of the State Services Assurance Act, 5 ILCS 382/3-20, please find enclosed on behalf of the Office of the Executive Inspector General for the Agencies of the Illinois Governor (OEIG) a report of the OEIG's staffing level of employees who have voluntarily identified themselves as bilingual or multilingual.

If you have any questions or require additional information, please feel free to contact Claudia P. Ortega at 312-814-8319 or Claudia.P.Ortega@Illinois.gov.

Sincerely,

Susan M. Haling
Executive Inspector General

By: *Claudia P. Ortega*
Claudia P. Ortega
Chief Administrative Officer

OEIG Bilingual/Multilingual Employees as of March 16, 2021

Lorena Contreras, Accounting Specialist; Languages: English and Spanish

Ms. Contreras is responsible for performing professional accounting duties, manages input of financial information to finance-related databases and systems, and performs procurement operations. Maintains fixed asset database and support for the annual certification, assists with budget preparation and reporting and bi-annual audit. Provides support for the annual reporting including fiscal year-end reporting and assists with reconciliations of various accounts. Responsible for processing the agency's payroll. This position involves working with information of an extremely sensitive and confidential nature.

Viktorija Legge, HEM Analyst; Languages: English, Russian, Lithuanian, and French

Ms. Legge is responsible for performing a variety of duties pertaining to the OEIG's mandate to ensure that hiring and employment decisions, practices, and programs comport with the law. Her responsibilities include: reviewing hiring and/or employment files; obtaining and analyzing hiring and employment-related information; documenting monitoring activities and results, among other information; and working with State agency staff in ensuring the integrity of hiring and employment decisions and practices.

Magdalena Lipczynski, Assistant Inspector General; Languages: English and Polish

Ms. Lipczynski is responsible for drafting final summary reports for investigative cases and revolving door cases conducted by the OEIG under the auspices of the State Officials and Employees Ethics Act, and conducting or assisting with research relating to legal, investigative, disciplinary, and other relevant issues.

Claudia Ortega, Chief Administrative Officer; Languages: English and Spanish

Ms. Ortega is responsible for planning, directing, implementing, and administering all finance and IT functions including: administering an annual budget in excess of \$8 million; working closely with the Executive Inspector General to manage budget, financial, and compliance issues; preparing annual budget and appropriation requests; and managing expenditures and the budget to meet operational needs. Ms. Ortega manages the fiscal year-end close process, ongoing analysis of financial operations, and internal accounting systems and records.

Claire Roche, HEM Attorney; Languages: English and Spanish

Ms. Roche is responsible for performing a variety of duties pertaining to the OEIG's mandate to ensure that hiring and employment decisions, practices, and programs comport with the law, including conducting or assisting with research relating to legal, investigative, disciplinary matters, and as well as other relevant issues.

Gina Rosas, Human Resources Manager; Languages: English and Spanish

Ms. Rosas is responsible for planning, directing, implementing, and administering all human resources functions for the OEIG, including: employee relations; employee recruitment, retention, and performance management. Interprets OEIG policy, state and federal personnel-related laws, rules, regulations and policies for OEIG staff and

managers. Oversees the processing of payroll and employees' requests for, among other things, deferred compensation, group insurance, workers' compensation, FMLA, and retirement benefits.

Francis Sohn, Assistant Inspector General; Languages: English and German

Mr. Sohn is responsible for drafting final summary reports for investigative cases and revolving door cases conducted by the OEIG under the auspices of the State Officials and Employees Ethics Act, and conducting or assisting with research relating to legal, investigative, disciplinary, and other relevant issues.

Amanda Thomet, HEM Analyst; Languages: English and Spanish

Ms. Thomet is responsible for performing a variety of duties pertaining to the OEIG's mandate to ensure that hiring and employment decisions, practices, and programs comport with the law. Her responsibilities include: reviewing hiring and/or employment files; obtaining and analyzing hiring and employment-related information; documenting monitoring activities and results, among other information; and working with State agency staff in ensuring the integrity of hiring and employment decisions and practices.

Jasmine Velazquez, Investigator; Languages: English and Spanish

Ms. Velazquez is responsible for conducting investigations under the auspices of the State Officials and Employees Ethics Act regarding complaints received by the OEIG concerning allegations of misconduct, malfeasance, or violations of laws, rules, or regulations. She gathers, preserves, and analyzes evidence; obtains information via interviews and other methods; and prepares investigative reports.

Alex White, Investigator; Languages: English, German, French and Spanish

Mr. White is responsible for conducting investigations under the auspices of the State Officials and Employees Ethics Act regarding complaints received by the OEIG concerning allegations of misconduct, malfeasance, or violations of laws, rules, or regulations. She gathers, preserves, and analyzes evidence; obtains information via interviews and other methods; and prepares investigative reports.

Diana Zuver, Deputy Inspector General; Languages: English and Spanish

Ms. Zuver is responsible for the development of investigative strategies in relation to any applicable laws, rules, and policies for complaints received by the OEIG concerning allegations of misconduct, malfeasance, or violations of laws, rules, or regulations. She ensures that investigative and other reports are well-written, accurate, concise, thorough, and timely through the careful review and editing of her own and subordinates' work.