



Meeting Minutes

December 14, 2023

Hybrid Meeting conducted In-person & via WebEx

| Ex-Officio Members | Name | Present In-Person (IP) Virtual (V) Phone (PH) | Absent |
|---|-------------------------------------|--|--------|
| Co-Chair, Human Rights | Jim Bennett, Director | V | |
| <i>Designee</i> | <i>Donna Hardy</i> | IP | |
| Co-Chair, Human Services | Dulce Quintero, Secretary | | X |
| <i>Designee</i> | <i>Rahnee Patrick</i> | | X |
| Attorney General | Kwame Raoul, AG | | X |
| <i>Designee</i> | <i>Judith Levitan</i> | PH | |
| Central Management Services | Raven A. DeVaughn, Director | | X |
| <i>Designee</i> | <i>Patricia Santoyo-Marin</i> | V | |
| Civil Service Commission | Timothy D. Sickmeyer, Chairman | | X |
| <i>Designee</i> | <i>Andrew Barris</i> | V | |
| Illinois Council on Developmental Disabilities | Kimberly Mercer-Schleider, Director | | X |
| <i>Designee</i> | <i>Margie Harkness</i> | V | |
| <i>Designee</i> | <i>Mariel Hamer-Sinclair</i> | | X |
| Lt. Governor | Juliana Stratton, Lt. Governor | | X |
| <i>Designee</i> | <i>Eryn Jones</i> | V | |
| Secretary of State | Alexi Giannoulis, Secretary | | X |
| <i>Designee</i> | <i>Bill Bogdan</i> | PH | |
| State Comptroller | Susana A. Mendoza, Comptroller | | X |
| <i>Designee</i> | <i>Kevin Derrig</i> | V | |
| State Treasurer | Michael Frerichs, Treasurer | | X |
| <i>Designee</i> | <i>Rosemary Laudani</i> | V | |
| Veterans Affairs | Terry Prince, Director | | X |
| <i>Designee</i> | <i>Matt Eddington</i> | V | |
| Employees with Disabilities | | | |
| Human Services | Rahnee Patrick | | X |
| Human Services | Nathan Painter | V | |
| Central Management Services | Glen Minks | V | |

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|-------------------------------------|----------------------|----|---|
| IL Board of Education (ISBE) | Lori Clampitt | V | |
| Vacant | | | |
| Vacant | | | |
| Vacant | | | |
| Other Attendees | | | |
| Abraham Lincoln Pres. Lib. & Museum | Mark Mahoney | V | |
| Central Management Services | Arthur Sutton | | X |
| Central Management Services | Jill Kilroy | V | |
| Central Management Services | Brian Spenser | V | |
| DoIT | Vickie Simpson | V | |
| DoIT | Mike Scott | V | |
| Department of Employment Security | Anna D'Ascenzo | V | |
| Gov's Equity Office | Dr. Addie Shrodes | | X |
| Illinois Tollway | Sharon Ferguson | | X |
| Public Health | Lance Morgan | V | |
| Treasurer's Office | JJ Hanley | | X |
| Treasurer's Office | Stephanie Kanter | V | |
| Human Services | Caronina Grimble | V | |
| Human Services | Casey Burke | V | |
| Human Services | Steven Dennis | V | |
| Human Rights | Chet Pinski | V | |
| Human Rights | Alex Bautista | | X |
| Human Rights | Betsey Madden | | X |
| Human Rights | Bryant Dunbar | V | |
| Human Rights | Jayden Epps | IP | |
| Human Rights | Betsy Buttell | | X |
| Human Rights | Allison MacFarlane | V | |
| Human Rights | Dr. Chris Smith | V | |
| Human Rights | Victoria Villalpando | V | |
| | | | |

1. Call to Order

- a. Director Bennett called the meeting to order at 11:04am on December 14, 2023.

2. Roll Call

- a. Donna Hardy conducted Roll Call.
- b. Quorum established.

3. Approval of Minutes from August 3, 2023

- a. Director Bennett entertained a motion to approve minutes.
- b. Motion to approve: Glen Minks
- c. Motion seconded: Chet Pinski
 - i. Amendments to meeting minutes from August 3, 2023

1. Andrew Barris: Change from Absent to Present via Phone
 2. Vickie Simpson: Added as part of Goal 2 Committee
- d. Director Bennett accepted motion to approve amended minutes. None opposed.

4. Co-Chair Remarks

a. Director Bennett

- i. Director Bennett thanked ICED Committee members for their participation in all the 2023 ICED meetings, resulting in a quorum for every meeting held in 2023. Director Bennett stated “this is a victory for State Government and shows the incredible commitment of ICED Committee members to this important work. “
- ii. February’s meeting will be devoted to strategic planning. Everyone was encouraged to come to the meeting with ideas for moving the work of the Committee forward.
- iii. The Speaker Series was a success in prior years, and we would like to bring it back. Director requested members bring ideas for topics and speakers who are experts and champions of this work.
- iv. ICED Meetings have been virtual since COVID. Prior to COVID, we held in-person meetings in Springfield, as well as Chicago. We need to ensure we’re following the Open Meetings Act protocols for both locations.
- v. The ICED Awards Ceremony was a huge success! If you were not able to attend, the video of the Celebration Event is available on the ICED Website. The awardees were exceptional this year. The venue, the Gwendolyn Brooks State Library was not only beautiful, but the AV system worked exceptionally well this time thanks to Bill Bogdan. He connected us to the right people. Our ability to live stream and have the Wi-Fi needed for this event was made possible by Bill.
- vi. The Annual Report is available on the ICED Website. This year’s report highlights some of the work including:
 1. Reasonable Accommodations Guidance – we hope to publish this document on the ICED Webpage in 2024 along with the FAQ and Know Your Rights’ documents.
 2. A Public Service Announcement introducing ICED and featuring three State Employees who have requested Reasonable Accommodations.
 3. Building of Collaborative Relationships with key stakeholders (CMS, IDHS-DRS and others) the Job Fair for People with Disabilities had over 250 attendees.

b. Caronina Grimble on behalf or Secretary Quintero

- i. Ms. Grimble thanked ICED members for their hard work throughout the year; and recognized the commitment of all who serve on ICED for making a difference in this work.

5. Acknowledgement of Special Guests

- i. Mike Scott, Chief Information Accessibility Officer, with DoIT. Mike has been working in this space for many years, helping make sure that information, technology, and electronic information in the State is accessible to people with disabilities. His team is growing and he’s looking forward to expanding and collaborating with ICED members. Mike shared the key to this important work is to spread the joy of accessibility to everyone on projects big and small in the new year.

- ii. Steven Dennis, Disability Accessibility Program Manager with IDHS, Department of Rehabilitative Services. Steven has work with the State of Illinois for 23 Years in various capacities. He was previously the ADA Coordinator at the Illinois Secretary of State's office. Steven shared he has a vested interest in working with people with disabilities and is looking forward to working with ICED to advance this work.

6. New Business

a. 2023 Goals – Chairperson Reports

i. **Goal 1: Develop and Implement Awareness Campaign for ICED** (Betsy Buttell, Chair)

1. Betsy Buttell, Chair, could not attend the meeting but provided an update.
2. Donna Hardy shared the One Page Information Sheet with the Committee:
 - a. The one-pager is accessible for all; a new ICED Logo was created. Committee members were invited to provide feedback.
 - b. The goal is to distribute the one-pager to HR directors across the state to share with member of their department. We are looking for additional ways to engage state employees. We are particularly interested in this one-pager becoming a part of New Employee Orientation so that as new employees are on-boarded they are introduced to ICED.
 - c. The one-pager will be emailed to ICED committee members.

ii. **Goal 2: Build On-line Community and Resource Portal** (Stephanie Kanter, Chair)

1. Thanks to Goal 2 Workgroup:
 - a. Rahnee Patrick
 - b. Glenn Minks
 - c. Eryn Jones
 - d. Jayden Epps
 - e. Vickie Simpson
 - f. Donna Hardy
2. Subcommittee Recommendations:
 - a. Reorganize content on existing ICED webpage by leveraging existing content and making other improvements:
 - i. Rename navigation links (include State Employers and Employees).
 - ii. Add community resources.
 - b. Add new content to ICED homepage:
 - i. calendar of disability related events
 - ii. links to disability "months" and "holidays"
 - c. Refresh look with new graphics, images, and interactive features.
 - d. Make resource icons a carousel/inactive feature.
 - e. Add Featured Employee or Employee Accomplishments

- i. Additional suggestions to increase engagement are welcome.
 - ii. Will continue work into 2024.
 - f. Mike Scott offered assistance in making ICED webpage a “best practice example for accessibility.” ICED could be a showcase for other agencies and the state:
 - i. currently working to bring in contractual resources to assist with website usability – pilot in 2024.
 - ii. potential for volunteers to help with accessibility and usability.
 - g. Bryant Dunbar offered assistance as the IDHR team will be implementing changes – open to future panel or committee discussions.

iii. **Goal 3: Create Interagency Equipment and Reasonable Accommodations Transference Process** (Bill Bogdan Chair)

1. Thanks to Goal 3 Workgroup:
 - a. Brandon Singer
 - b. Nathan Painter
 - c. Kimberly Mercer-Schleider
 - d. Margie Harkness
 - e. Vickie Simpson
 - f. Bryant Dunbar
 - g. Chet Pinski
 - h. Anna D’Ascenzo
 - i. Arthur Sutton
 - j. Donna Hardy
2. Brought in several guest speakers/experts to discuss best practices for cataloging RA/Adaptive equipment. This is a daunting task. We determined it would not be feasible for the State to perform a retroactive log of all purchased adaptive equipment or RA material because of expense and depreciating value of equipment. To move forward we’re looking into developing new policy/procedure & set date for inventory and log in 2024. IDHS had great ideas – already does great job in securing RA equipment, uses existing form for loan program (if employee moves to another division or another agency, they can fill out form and bring RA equip with them – avoiding new purchase.)
3. ICED does not have the budget, staff, or manpower to allocate resources to this task. Our desire is to work with CMS, in 2024, to develop SharePoint inventory log system.
4. No indication of how many dollars or types of existing adaptive equipment is out there.
5. ICED may develop implementation recommendations or draft a proposed Executive Order for the Governor’s Office review and approval.
 - a. Mike Scott – volunteered DoIT to assist– no easy answer but may have information on some equipment and can help with tracking mechanism.

7. Old Business

- a. Two Vacancies – Currently accepting recommendations for state employees with disabilities.
 - i. Contact Donna Hardy

8. Public Comment

- a. Lori Clampitt: When there are mass communications, such as dissemination of the one-pager to HR Directors of State agencies, is that done through a single mailing or are ICED committee members to disseminate within respective agencies?
 - i. No decision yet – will advise.
 - ii. Goal of one-pager was to ensure new employees of the State were made aware of ICED.

9. 2024 ICED Meeting Schedule

- a. *All 2024 Meetings (besides October): 11:00am-12:30pm with hybrid attendance option*
 - i. February 8th
 - ii. April 4th
 - iii. June 6th
 - iv. August 1st
 - v. October 3rd (Annual Celebration Event – Chicago, 12:00pm-1:00pm)
 - vi. December 4th

10. Adjournment

- a. Donna Hardy entertained motion to Adjourn (Director Bennett left for other commitment)
- b. Motion to Adjourn: Andrew Barris
- c. Motion Seconded: Chet Pinski
- d. None opposed
- e. Meeting adjourned at 11:51am, December 14, 2023