



Interagency Committee on
Employees with Disabilities

Meeting Minutes

April 4, 2024, 11:00am – 12:30pm

Hybrid Meeting conducted In-person & via WebEx

Ex-Officio Members	Name	Present	Absent
Co-Chair, Human Rights	Jim Bennett, Director	IP	
<i>Designee</i>	Donna Hardy	IP	
Co-Chair, Human Services	Dulce Quintero, Secretary		A
<i>Designee</i>	Steven Dennis, DRS	V	
Attorney General	Kwame Raoul		A
<i>Designee</i>	Judith Levitan	V	
Central Management Services	Raven A. DeVaughn, Director		A
<i>Designee</i>	Patricia Santoyo-Marin	V	
Civil Service Commission	Teresa Smith, Chairperson		A
<i>Designee</i>	Andrew Barris	V	
Illinois Council on Developmental Disabilities	Kimberly Mercer-Schleider, Director	V	
<i>Designee</i>	Margie Harkness	V	
<i>Designee</i>	Mariel Hamer-Sinclair		A
Lt. Governor	Juliana Stratton		A
<i>Designee</i>	Eryn Jones		A
Secretary of State	Alexi Giannoulis		A
<i>Designee</i>	Bill Bogdan	V	
State Comptroller	Susana A. Mendoza		A
<i>Designee</i>	Kevin Derrig		A
State Treasurer	Michael Frerichs		A
<i>Designee</i>	Rosemary Laudani		A
Veterans Affairs	Terry Prince, Director		A
<i>Designee</i>	Matt Eddington	V	
Employees with Disabilities	Name	Present	Absent
Department of Human Services	Nathan Painter	V	
Department of Human Services	Rahnee Patrick	V	
Central Management Services	Glen Minks	V	
Illinois State Board of Education	Lori Clampitt	V	
<i>Vacant</i>			
<i>Vacant</i>			
<i>Vacant</i>			
Other Attendees	Name	Present	Absent
Abraham Lincoln Pres Library & Museum	Mark Mahoney	A	
Central Management Services	Arthur Sutton		V
Central Management Services	Chris Bond	V	
Central Management Services	Tasha Hunter	V	
Department of Employment Security	Anna D'Ascenzo		A
Department of Information Technology	Vickie Simpson	V	
Department of Human Rights	Alex Bautista		A
Department of Human Rights	Allison Macfarlane		A

Department of Human Rights	Betsey Madden		A
Department of Human Rights	Betsy Buttell	V	
Department of Human Rights	Bryant Dunbar	V	
Department of Human Rights	Chet Pinski	V	
Department of Human Rights	Dr. Chris Smith	V	
Department of Human Rights	Jayden Epps	IP	
Department of Human Services	Caronina Grimble	V	
Department of Human Services	Casey Burke	V	
Illinois Council on Developmental Disabilities	Dennis Deany	V	
Illinois Tollway	Sharon Ferguson		A
State Treasurer	JJ Hanley		A
State Treasurer	Stephanie Kanter	V	
Guests	Name	Present	Absent
Department of Information Technology	Krystal Connolly	V	
Department of Information Technology	Mike Scott (Guest Speaker)	V	
Department of Information Technology	TJ Schlouski	V	

*Present: In Person (IP) / Virtual (V) / Phone (PH)

1. Call to Order

- a. Director Bennett called the meeting to order at 11:02am on April 4, 2024

2. Roll Call

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

3. Chair Remarks

- a. Director Bennett – Called for approval of minutes from past two meetings: February 8, 2024, and December 14, 2023.
 - i. Motion to Approve: Bill Bogdan
 - ii. Motion Seconded: Nathan Painter
 - iii. No edits or changes to the minutes
- b. Director Bennett – Introduced *Mike Scott, Chief Information Accessibility Officer, DoIT as guest speaker.*

Guest Speaker Mike Scott

Topic: **Information Accessibility – Making IT Work for People with Disabilities**

Highlights:

Everyday IT - 3 Keys to Success

- i. Think about accessibility early. (Make accessibility a part of governance)
- ii. Choose the right tool. (Microsoft applications: Word, Excel, PowerPoint, Outlook etc. should be used to maximize accessibility, especially as it relates to forms)
- iii. Ask for help. (DoIT is available to assist with appropriate tools/platforms for agency projects)

*Visit DoIT's website for the [DoIT Accessibility Guide](#) section.

Mike stated throughout his presentation that "Accessibility is a journey. It's important that we get everyone moving in the right direction."

Follow-up Questions/Discussion

Mike asked Members for suggestions on getting the word out regarding accessibility.

Members offered the following suggestions:

- *Patricia Santoyo-Marin* – Suggested creating a 1-pager CMS could share across their platforms with all state agencies. If DoIT could help create the content, they would be happy to share with agencies. Mike offered to work with CMS to help them make some of their forms more accessible.
- *Kimberly Mercer-Schleider* – Thanked Mike for training opportunities that have been very helpful to ICDD. Their website has seen major improvements. They were able to increase accessibility for people with Developmental Disabilities. They hear in real-time if things are not accessible. ICDD is thankful for the improvements and the intentionality around accessibility, especially for public facing forms. Kimberly asked about DoIT's plan to use AI (Artificial Intelligence) to impact accessibility. Mike shared that AI is definitely on their radar, but they are at the beginning stages of figuring out how it will impact their work. AI will revolutionize accessibility. The Governor's Office is looking into this matter, and he will keep everyone posted.
- *Director Bennett* – Asked about the creation of forms that are public facing and the best way to ensure accessibility. Should agencies go directly to DoIT before creating forms? Mike recommended agencies work with their CIO's first because they work closely with them and to look for existing governance processes. Director Bennett suggested the possibility of convening PIOs across the state to ensure this information is being shared. He will engage Victoria Villalpando Sanchez; Also include direct link on ICED webpage to DoIT as a resource to provide assistance to those who have specific concerns or needs. Director Bennett will share with everyone an Executive Order that was put out by the White House that applies to all agencies regarding steps they can take regarding AI.
- *Rahnee Patrick* – Thanked Mike and his team for embracing this journey toward equity. Rahnee reiterated the fact "there is no equity for people with disabilities when the forms we require them to complete are not accessible." We are excluding employees from being held to basic performance standards that nondisabled employees are held to. These forms do not comply with Illinois State Law. Mike responded that the journey message gets buy in, because everyone is at different places, we all need to start somewhere. It's important to ask, "what's the highest priority so you know where to start." Forms that have been interfering with employee's ability to work is a major priority. Rahnee's team at DRS have been instrumental in identifying barriers and informing them where to start.
- Mike advised everyone to always think accessibility first and then bring in the appropriate people for support.

Director Bennett and Donna Hardy thanked Mike for this important presentation and discussion. They are looking forward to planning follow-up presentations.

4. Co-Chair Remarks (continued)

Director Bennett –

- a. Shared the upcoming Access Living Gala Event.
- b. Met with Deputy Governor Grace Hou and Ryan Croke. He announced Ryan Croke as ICED's official Liaison from the Governor's Office. He will help us finalize the Reasonable Accommodations Guidance that will be released in the near future. He is also excited to work with ICED on the Equipment Accommodations Transference Process with Bill.

Director Bennett – Introduced the ICED's new Co-Chair - Steven Dennis, Disability Accessibility Assistance Program Manager, Division of Rehabilitation Services, DHS.

Steven Dennis – Has been in labor relations for 20+ years, accessible documents were never a priority. Since joining DRS, he’s had the opportunity to educate management on their importance and engage people in accessibility training. The ongoing trainings are ensuring accountability, and that checks and balances are in place. They are also looking for ways to branch out and work with other agencies.

Steven did not have any updates for the Committee at this time.

5. New Business: ICED Strategic Planning - 2024 Goals Reports

Goal 1: Develop and Implement an Awareness Campaign for ICED

Chair: Betsy Buttell

Lori Clappitt, Donna Hardy, and Betsy Buttell met to brainstorm ideas to disseminate a 1-pager the committee created last year that provided an overview of ICED. The 1-pager would be integrated into onboarding of new state employees. They have reached out to a contact at CMS and is seeking additional contacts to advise and support this awareness campaign that will also include the ICED Video; they are also looking at including more information on the Annual Statewide “Disability Survey”; and bringing back “Disability Fairs” that were held prior to COVID.

Betsy thanked Mike Scott for his help with the 1-pager and ensuring it met accessibility standards.

Goal 2: Build an Online Community Resource Portal

Chair: Stephanie Kanter (absent)

Donna Hardy reported members met to discuss the ongoing work of updating the ICED Website. There have been changes to make it more accessible and attractive. The Committee is working to build more dynamic and relevant content.

Goal 3: Create Interagency Equipment Accommodations Transference Process

Chair: Bill Bogdan

Steven Dennis has been added as the new co-chair. The committee has not officially met but the co-chairs have been in discussions. Bill and Steven are aligned with progress to date on RA transference. They are looking for guidance on statewide policy & database to track equipment.

- Director Bennett – suggested adding someone with an auditing background to assist with tracking. Glen Minks volunteered to serve in that capacity.

6. Nomination Committee

We currently have three vacancies for State Employees.

7. Public Comment

None.

8. Next Meeting

June 6, 2024.

9. Adjournment

- a. Director Bennett offered motion to Adjourn
- b. Motion to Adjourn: Bill Bogdan
- c. Motion Seconded: Chet Pinski
- d. None opposed
- e. Meeting adjourned at 12:15pm on April 4, 2024