

**ICED Meeting Minutes**

130 W. Mason, Room 104, Springfield

33 S. State, 8<sup>th</sup> Floor VTEL Room 8116, Chicago

April 1, 2015

1:30 p.m.

**Attendance**

Rocco J. Claps/Susan Allen, designee, DHR

Gregory Bassi/Francisco Alvarado, designee, DHS

Fredrick Bates/Andrew Barris, designee, CSC, by phone

Jeff Mays, (Director) DES, by videoconference

Debbie Johnson-Small, DHS, by phone

Catherine Collier, DCFS, by phone

Matthew Hillen, DCEO, by videoconference

Randy Boschulte, DCEO

Brandy Hayes, DHHC

Franklin Johnson, DNR

Fred Stewart, DCMS

Tom Tyrrell/Christina Griffin, designee, DCMS

Carlos Charneco, DCMS, by phone

Erik Cozzolino, DCMS, by phone

Alice Minter DHS

Sue Masten, DHS, by phone

Martha Younger-White, DHS, by phone

Wanda Satkas, DHS, by phone

Anna D'Ascenzo, DES, by videoconference

Caroline Alamillo, DES, by videoconference

Deb Matthews, UIC

Bill Bogdan, SOS, by phone

Margie Harkness, CDD, by phone

Holly Cunningham, DRS, by phone

### **Approval of February, 2015 Minutes**

The February 2015 meeting minutes were approved.

Director Jeffrey Mays, DES, introduced himself. He acknowledged that he has been the Director for only three months but is thankful to the members of ICED. The Director acknowledged that he will sit in on a portion of the meeting but, he would have to leave the meeting before it was over due to prior obligations. In response to an inquiry about DES' possible involvement in the ICED Internship Program, Director Mays said he supports the program but says that much funding has been terminated, approximately a third of the federal funds has been lost to his office. Susan Allen reiterated the guidelines for the Internship Program. There is not an age limit but the applicant needs to have been an active student or recent graduate.

### **Education/Training**

Susan reported that the ICED/CMS webinars for applicants with disabilities were presented in March. She also said a number of training webinars and videos on disability will be posted on the ICED website. Some of these concern disability etiquette and are a part of a series prepared by the computer/technology accommodation program administered by the U.S. Department of the Defense. Martha Younger-White said she is familiar with these videos.

### **Awards Program**

ICED invited Director Mays to attend the Awards Ceremony, May 19, 2015, and he said he would put it on his calendar and try to attend.

Susan reported that the awards planning work group considered the issue of travel restrictions on employees' ability to attend the program. The Committee determined that alternating the event on an annual basis between Springfield and Chicago would give state employees in those cities an opportunity to participate at least every other year.

It has been noted that funding for the event has drastically decreased. Martha suggested asking stores such as Cosco for donations for refreshments. Susan said donations were sought and obtained in the past for ICED events, but such solicitations were ended due to ethical considerations. One idea is to have bottled water on the tables, in lieu of more elaborate refreshments. The Governor will be asked to present awards. The program and activities for the event were discussed.

### **Affirmative Action**

The Disability On-line Survey is underway, and an 80% participation rate is sought. This survey has a planned completion date of May 15th.

### **Publications/Website**

CMS is designing a new version of the ICED website. The attendees discussed the colors of the website. Susan will ask the CMS staff member who is working on it to send out some alternatives. Accessibility to blind/low vision users is of primary importance.

### **Internship Program for College Students with Disabilities**

Martha Younger-White indicated that the Subcommittee had requested funding from the Department of Commerce and Economic Opportunity for up to 5 placements, however, based on an e-mail from Matt Hillen, DCEO funding is not possible for the ICED Internship Program at this time. Director Mays, of DES, said the Internship Program was good, but his agency would have difficulty funding a position this year given the budget. John Marchioro has agreed to convene a small group within DRS to examine the possibilities for DRS funding. The Subcommittee is working on recommendations to institutionalize the program similar to the Michael Curry Intern Program run out of the Governor's Office. The Subcommittee's recommendations should include program procedures and outcomes. The next Subcommittee Meeting will be held on April 30<sup>th</sup>. Susan Allen has agreed to coordinate student placements for the Internship Program for this year. Susan reiterated the guidelines for the Internship Program. There is not an age limit but the applicant needs to have been an active student within the last six months.

### **Accessibility of Leased Space**

Susan reported that one option in addressing this issue, which ICED has been discussing recently, is to address the Policy Procurement Board (the Board). The Board plays a role in state leasing issues. A suggestion was made to give CMS an additional opportunity to consider the issue, before bringing to the Board. Susan will contact David Hernandez, of CMS, who attended the last ICED meeting, to see if the CMS Bureau of Property Management can address the Committee's concerns. The issue will be

brought to the CMS Chief Legal Counsel's office, if the Bureau of Property Management cannot resolve the issue.

**Other Business**

Martha want to make sure all is aware of the ADA celebration.

The next meeting will be June 3, 2015, at 130 W. Mason, Room 104 in Springfield. The Chicago location will be JRTC, Room 9-035.