

## **ICED Meeting Minutes**

130 W. Mason, Room 104, Springfield

100 W. Randolph, Room 9-036, Chicago

June 3, 2015

1:30 p.m.

### **Attendance**

Margaret Harkness – ICDD

Matt Hillen -- DCEO

Bill Bogdan – SOS

Alice Minter – DHS

Randolph A. Boschulte – DCEO

Barbara Peake – DHS

Catherine Collier, member, DCFS, by phone

Brandy Hayes – IDHHC

Robert Griffith – DHS/VR

Elena M. Forster – DHS/BBS

Linda Lou Long – DHS/BBS

Jaci DeBrun, for Director Tom Tyrrell, CMS

Deb Matthews – UIC/DSCC

Susan Allen, for Director Rocco J. Claps, DHR

Debbie Johnson-Small, member. DHS – by phone

Wanda Satkas, DHS– by phone

Anna D'Ascenzo, DES – by phone

Caroline Alimillo, DES – by phone

Teresita Gonzalez, DCFS – by phone

Francisco Alvarado, for Secretary James Dimas, DHS, by phone

Martha Younger-White, DHS

### **Approval of April 2, 2015 Minutes**

Approval of the April 2, 2015 minutes was tabled due to missing information in the minutes. The minutes for April 2, 2015 will be approved at the August meeting.

### **Work Group Reports**

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

Martha is leading a workgroup on this issue. Martha stated she planned to bring recommendations to the full committee before the August meeting. John Marchioro and Mary Beth Scholten of DHS are trying to obtain funding for the internships. There is a possibility of creating a position that would generate candidates for the internships. It was noted that there is support from the Governor's office on this issue. It was stated that the City of Chicago is looking to place students with Disabilities through its "One Summer Chicago" program. Representatives from DCEO stated that that is about the only shot for students this year for internships in Chicago. It is for high-school age students only.

#### **Education/Training**

The end of the state fiscal year is approaching and Susan stated that this past year ICED co-sponsored two webinars with CMS regarding state application procedures. Susan asked for ideas for webinars for the coming year.

#### **Awards Committee**

Susan thanked everyone involved in the ICED Awards Ceremony and said it was a huge success. Wanda Satkas extended a special thank you to the Planning Committee. The group evaluated this year's event with some consideration for next year's program. One suggestion for next year's program is to hold it in Chicago, but no final decision was made. It was noted that if we stay with the current location in Springfield, a larger facility may be needed with more room for vendors, if next year's event includes exhibits such as this. It was suggested that the Department of Agriculture was a possibility with lots of room and free parking. It was observed that permission to travel for state employees is going to be a problem wherever the ceremony is held. It was noted that the students who performed at the ceremony were

well received, and the candy bags that ICED gave them were appreciated. Everyone liked having the governor present. Susan noted that there was a lot of positive follow-up with several requests for interns. The awards ceremony was on the local television news (Channel 20).

### **Affirmative Action**

Currently, 7% of employees are reporting as having a disability and the survey participation rate is at 73%.

### **Publications/Website**

Two issues of ICED News have been published this year, as usual. Susan stated that Erik Cozzolino, the editor, did a really nice job on these two issues. She stated that they are continuing to update the website, and it is under re-design.

### **Other Business**

#### **Leased State Office Space**

Progress on this issue has been made. Dan Dickerson, who served on ICED then, first raised this issue several years ago. This year, the issue was brought to the Committee again, and CMS was asked to attend a meeting to provide information about the leasing process in regards to accessibility issues. Since that meeting (April 2015), ICED met with CMS to learn about its process to determine the accessibility of space under consideration for leasing. CMS uses a checklist that is similar to the one recommended by ICED.

CMS also said that its leasing agents would be trained by the Attorney General's office. CMS allows agency staff to walk-through the space under consideration to identify any outstanding issues. Susan said she would send out a copy of the checklist to members who requested it. Martha Younger-White made the point that going to the landlord brings up the old question of who will pay for necessary renovations. CMS said they will negotiate with the landlord concerning these modifications. Martha thinks communication between CMS and agencies considering new leased space could be improved. CMS provided the name of a person to whom information about current accessibility issues could be raised. Bill Bogdan commented that it was great that something was finally getting done and he felt that if an employee had a complaint about accessibility, it could be brought to ICED, and they could send the information on to CMS. Another issue that came up was what happens if some members of agency management are satisfied with the building and are reluctant to bring accessibility issues to CMS. The Committee decided that the CMS contact for accessibility issues will be provided to agencies, and those who want to contact CMS themselves will do so.

Those who would prefer to go through ICED, will provide the information to the Committee, who will, in turn, provide it to CMS. Bill noted that any individual employee can complain to the Attorney General's office about a possible violation of the Environmental Barriers Act. Martha said that ADA Coordinators should be trained as well as the leasing agents, as many of them have not had formal training in this regard.

There needs to be a formal role for the agency EEO/AA Officer and ADA Coordinator in determining whether leased office space is accessible. Susan would send a memo to the EEO/AA Officers and ADA Coordinators explaining the process in determining the accessibility of leased office space. Any agency can give information to either CMS or ICED about accessibility problems in leased office space.

### **Other Business**

Susan reported that the ICED proposed legislation to expand membership was amended on to SB0563 passed. Once the bill has been signed by the Governor, it would be good to welcome the new members through a special event of some kind. The State Library would be a great location for an event like this. A work group will be needed to set up to plan and implement this event.

ADA celebrations will be held on July 21<sup>st</sup> in Chicago and June 16<sup>th</sup> in Springfield. The contact person for Springfield is Ann Ford, and the event will be held at the Old State Capitol Plaza. The Chicago event will include a job fair on the 2<sup>nd</sup> floor of the JRTC. A separate event is the annual Disability Pride Parade. Information will be available on work incentives and Equip for Equality will be presented. Exhibit space is still available.

The next meeting will be at 1:30 p.m. on Wednesday, August 5, at 130 W. Mason in Springfield and 9-035 at JRTC in Chicago.

Submitted by,

Barbara Peake