

## ICED Meeting Minutes

130 W. Mason, Room 104, Springfield

100 W. Randolph, Suite 10-233, Chicago

April 6, 2016

1:30 p.m.

Rocco J. Claps, Director, Department of Human Rights, designee, Susan Allen, present

James Dimas, Acting Secretary, Department of Human Services, designee, Francisco Alvarado, present, via teleconferencing

Sandy Ryan, Director, Council on Developmental Disabilities, designee Margaret Harkness, present, via videoconferencing

Jesse White, Secretary of State, designee William Bogdan, present, via teleconferencing

Evelyn Sanguinetti, Lieutenant Governor, Ennedy Rivera, designee, present, via teleconferencing

Erica Jeffries, Director, Department of Veterans' Affairs, designee Greg Dooley, absent

Michael Frerichs, Treasurer, designee Rosemary Laudani, absent

Leslie Geissler Munger, Illinois Comptroller, Ryan Amerson, designee, present, via teleconference

Lisa Madigan, Attorney General, designee Vickie Simpson, present, via teleconference

Roger Branson, Department of Human Services

John Nelson, Department of Revenue

Brandy Hayes, Deaf and Hard of Hearing Commission

Barbara Peake, Department of Human Services, absent

Wanda Satkas, Department of Human Services, via teleconference

Catherine Collier, Department of Children and Family Services, via teleconference

Debbie Johnson-Small, Department of Human Services, via teleconference

Sue Masten, Department of Human Services, via teleconference

Gia Orr, Guardianship & Advocacy Commission, via videoconference

Robert Griffith, Department of Human Services

Nicholas Hengels-Chinn, Guardianship & Advocacy Commission, via videoconference

Martha Younger-White, Department of Human Services, via teleconference

Anna D'Ascenzo, Department of Employment Security, via teleconference

Andrew Barris, Civil Service Commission, present, via teleconference

Michael Hoffman, Director, Department of Central Management Services, Jaci DeBrun, designee, present

Vickie Dwyer, UIC, Division of Specialized Care for Children

#### Approval of February 2016 Minutes

Jaci DeBrun made a motion to approve the minutes. Martha Younger-White said the information about One Summer Chicago should be corrected to reflect 50 paid opportunities for interns, instead of 15. With that correction, Ennedy Rivera made a second, and the minutes were approved.

#### Work Group Reports

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

Martha Younger-White reported that the Internship Program Re-Structuring Work Group is making progress and reviewed the group's achievements to date. There have been several intern placements this year already, including one in the Treasurer's Office and three through One Summer Chicago (DHS, Guardianship and Advocacy Commission, and the Department of Corrections). Martha reviewed the process for referring DRS customers for state agency internships. When such internships become open, Susan Allen will send information out about the vacancies to interested DRS counselors and to John Marchioro and Mary Beth Scholten, of DRS. With special cases, situations with short notice or particularly significant opportunities, Susan will call John to alert him about the internship.

Martha also mentioned that the work group recommended the use of a special option with Student Worker and Student Intern positions—Student Worker Option A—ICED Student Worker and Student Intern Option A—ICED Student Intern. This will allow

agencies to practice affirmative action for interns with disabilities and reach out to ICED for candidates. Candidates for this special option would be DRS customers. This will benefit DRS customers with disabilities. The DRS customers would still be interviewed, and the best candidate selected for the internship by the agency in question. Susan Allen will pursue the creation of the special ICED option for Student Worker and Student Intern through ICED's leadership reaching out to the Department of Central Management Services in regards to this issue.

Martha said the internship group is moving forward but is not done with its work yet. Susan thanked Martha and her group for its accomplishments.

John Nelson, of the Department of Revenue, has ongoing internship opportunities and will provide continuing outreach to ICED and consider candidates with disabilities for all its job openings. Randy Boschulte mentioned that John provided a presentation on Revenue job openings to a group he participates in. John also provided a presentation to a group of counselors for people with mental health issues. Susan mentioned that one of these counselors told her Revenue hired a customer with Autism.

#### Education/Training

A webinar on the Successful Disability Opportunities program co-sponsored by the Department of Central Management Services and ICED was held in March. A variety of people with disabilities, organizations serving people with disabilities, and high school staff members from around the state participated in the webinar. Susan said the handouts from the program have been posted on ICED's website. Jaci DeBrun, one of the webinar speakers, said that the video for the program is being re-shot.

Vickie Simpson, an ICED member and an Attorney General's staff member who is an expert on the Environmental Barriers Act (EBA) and the Illinois Accessibility Code, presented a program on federal and state disability accessibility laws to ICED members and other interested parties in March. Her Power Point presentation has been posted on the ICED website. Vickie also agreed to present another program for state agency staff once amendments to the EBA are passed and become effective.

Susan asked members whether a topical presentation, like these, should be scheduled for May, and the group thought that the Awards Ceremony, which is set for May should be the Committee's focus for the month.

Sue Masten reported that ICED will ask Sharon Rennert, of EEOC, to provide another program to state employees – this one on leaves of absence. The Family and Medical Leave Act will be discussed too. Ms. Rennert promised to present an additional program, after her successful presentation on reasonable accommodation earlier this year.

## Awards Committee

A meeting was held to discuss this year's awards ceremony and another meeting will follow this ICED business meeting. The award ceremony will be held May 11, 2016, at 1:30 p.m. at the State Library. The formal program will consist of presentations from the new Constitutional Officers. The Governor, Lieutenant Governor, and the State Treasurer have all agreed to attend. The Illinois School for the Visually Impaired (ISVI) choir has been asked to perform.

## Affirmative Action

The online disability survey is underway in state agencies. At this point, 53% of state employees have participated. The goal is 80%. Jaci reported on Successful Disability (SD) Opportunity program hires in calendar year 2016 to date. There have been 15 placements in this program, 13 in DHS and 2 in DVA. Two more are pending at the Department of Revenue. With the Revenue hires, the SD placements to date have exceeded the number of such hires in all of calendar 2015. There wasn't much overall state hiring last year, and for some reason, it is picking up this year. Jaci said a lot of agencies have requested the SD list. She and Susan have been successful in meeting with agencies and encouraging their use of the SD list. Jaci and Susan will meet with DPH, which has used the SD list in prior years but not lately. Sometimes, this is a function of a new human resource contact, who isn't familiar with the program. Gia Orr said her agency, the Guardianship and Advocacy Commission, will request the SD list.

The reason for the decline in placements is primarily the lack of a budget and fewer overall state hires. The Department of Veterans' Affairs was congratulated for its two SD hires this quarter. Martha Younger-White asked if the Department of Human Services is still giving first priority to the SD list, and Susan responded that this was her understanding. Susan agreed to check on that.

## Publications/Website

The FY15 Annual Report is at the Department of Human Services for design purposes and printing.

## Other Business

Debbie Johnson Small, the ICED Ethics Officer, said members must complete training for members of boards and commissions. She's received the training program for 2016. At the end of the year, Debbie has to prepare a list of people who have completed the training and send the information to the Office of Executive Inspector General. The ICED members who are not in agencies under the Governor are subject to another inspector general, and are not required to take the OEIG training.

Next ICED Business Meeting

The next regular meeting will be June 1, 2016.

Submitted By,

Susan Allen