





Illinois Association of Hispanic State Employees

2022 State of Illinois Agency Director's Meeting

34th Annual IAHSE Conference and Job Fair

Essex Ballroom - Oakbrook DoubleTree

October 7, 2022

10:00 AM - 11:30 AM

iahse.assoc@illinois.gov

¡Bienvenidos!

- I. Introductions

- II. IAHSE Board of Directors Opening Remarks

- III. Follow Up on Homework from Latino Unity Day

- IV. Latino Advisory Council Agency Updates

- V. Let's Talk About Pay
 - a. Follow Up on Bilingual Pay
 - b. Pay Equity v. Promotions

- VI. General Discussion and Closing Remarks
 - a. Governor's Budget Address – February 2023

Latino Unity Day Tarea (Homework):

- Who is your Agency recruiter?
- How many Hispanic-targeted recruiting events did your Agency participate in last year?
- How do you market your job vacancies within the Hispanic community?
- Does your Agency Affirmative Action Plan include a Hispanic recruiting plan?
- Does your Agency evaluate whether positions should be posted as bilingual?
- Has your Agency conducted an internal bilingual survey?

2022 IAHSSE Report Card

Agency	Year - 2019				Year - 2020				Year - 2021				Year - 2022			
	Total Employees	Hispanic/Latino	% Hispanic/Latino	IAHSE Grade	Total Employees	Hispanic/Latino no	% Hispanic/Latino	IAHSE Grade	Total Employees	Hispanic/Latino no	% Hispanic/Latino	IAHSE Grade	Total Employees	Hispanic/Latino	% Hispanic/Latino	IAHSE Grade
Abraham Lincoln Presidential Library & Museum	82	3	4.00%	D	76	1	1.30%	F	83	1	1.10%	F	77	1	1.30%	F
Aging	135	15	11.00%	B	135	17	12.60%	B	118	16	11.90%	B	144	14	9.70%	C
Agriculture	370	9	2.00%	F	340	13	3.80%	D	298	11	3.50%	D	314	10	3.20%	D
Arts Council	14	4	29.00%	A	14	4	28.60%	A	10	4	28.50%	A	13	3	23.10%	A
Capital Development Board	30	0	0.00%	F	6	0	0.00%	F								
Central Management Services	845	25	3.00%	D	833	22	2.60%	F	832	29	3.30%	D	697	28	4.00%	D
Children and Family Services	2594	226	9.00%	C	2625	234	8.90%	C	2349	240	9.20%	C	2734	259	9.50%	C
Civil Service Commission	3	0	0.00%	F	4	0	0.00%	F								
Commerce & Economic Opportunity	245	14	6.00%	D	208	12	5.80%	D	214	15	6.50%	D	271	22	8.10%	C
Commerce Commission	58	2	3.00%	D	52	2	3.80%	D	52	2	3.70%	D	49	2	4.10%	D
Corrections	12275	443	4.00%	D	12838	493	3.80%	D	12340	493	3.80%	D	12695	505	4.00%	D
Criminal Justice Authority	46	4	9.00%	C	52	4	7.70%	C	45	4	8.10%	C	63	5	7.90%	C
Deaf & Hard of Hearing Commission	0	2	0.00%	F	3	0	0.00%	F								
Developmental Disabilities Council	6	0	0.00%	F	34	0	0.00%	F								
Educational Labor Relations													6	1	16.70%	A
Emergency Management Agency	64	0	0.00%	F	5	0	0.00%	F								
Employment Security	1068	186	17.00%	A	1079	299	18.50%	A	847	194	18.60%	A	1118	217	19.40%	A
Environmental Protection Agency	604	15	2.00%	F	591	13	2.20%	F	579	15	2.50%	F	633	20	3.20%	D
Financial and Professional Regulation	380	38	10.00%	C	387	36	9.30%	C	352	33	8.50%	C	405	41	10.10%	C
Gaming Board	148	13	9.00%	C	148	13	8.80%	C	139	16	10.30%	C	153	13	8.50%	C
Guardianship & Advocacy	100	8	8.00%	C	98	8	8.20%	C	90	11	10.80%	C	96	9	9.40%	C
Healthcare & Family Services	1585	134	8.00%	C	1523	127	8.30%	C	1413	125	8.10%	C	1653	133	8.00%	C
Human Rights Commission	14	5	36.00%	A	17	5	29.40%	A	13	5	27.70%	A	14	5	35.70%	A
Human Rights Department	119	29	24.00%	A	121	28	23.10%	A	80	32	28.50%	A	105	32	30.50%	A
Human Services	12583	1212	10.00%	C	12524	1240	9.90%	C	11583	1359	10.50%	C	13632	1466	10.80%	C
Illinois Torture Inquiry Relief Commission	3	0	0.00%	F	3	0	0.00%	F					4	1	25.00%	A
Independent Tax Tribunal	1	0	0.00%	F	1	0	0.00%	F								
Innovation & Technology	1270	21	2.00%	F	1178	22	1.90%	F	1071	23	2.10%	F	1166	25	2.10%	F
Insurance	208	7	3.00%	D	203	7	3.40%	D	195	6	2.90%	F	199	4	2.00%	F
Investment Board	3	0	0.00%	F	69	0	0.00%	F								
Juvenile Justice	917	70	8.00%	C	921	69	7.50%	C	822	67	7.50%	C	829	69	8.30%	C
Labor	73	13	18.00%	A	75	14	18.70%	A					81	13	16.00%	A
Labor Relations Board - Educational	10	1	10.00%	C	11	1	9.10%	C	7	1	12.50%	B				
Labor Relations Board - IL	13	1	8.00%	C	4	0	0.00%	F								
Law Enforcement Training & Standards Board	22	1	5.00%	D	20	1	5.00%	D	21	2	8.60%	C	19	1	5.30%	D
Liquor Control Commission													39	3	7.70%	C
Lottery	141	12	9.00%	C	142	12	8.50%	C	132	15	10.20%	C	145	15	10.30%	C
Military Affairs	133	4	3.00%	D	137	4	2.90%	F	125	4	3.10%	D	128	3	2.30%	F
Natural Resources	1277	17	1.00%	F	1157	16	1.40%	F	1145	14	1.20%	F	1153	19	1.60%	F
Pollution Control Board	18	1	6.00%	D	15	1	6.70%	D								
Prisoner Review Board	19	1	5.00%	D	22	1	4.50%	D	25	1	3.80%	D	21	1	4.80%	D
Property Tax Appeal Board	29	2	7.00%	C	36	2	5.60%	D	38	2	5.00%	D	36	1	2.80%	F
Public Health	1097	61	6.00%	D	1111	61	5.50%	D	1058	62	5.50%	D	1144	64	5.60%	D
Racing Board	2	0	0.00%	F	3	1	33.30%	A	2	1	33.30%	A	3	1	33.30%	A
Revenue	1366	49	4.00%	D	1455	52	3.60%	D	1337	50	3.60%	D	1300	49	3.80%	D
State Fire Marshall	124	3	2.00%	F	128	3	2.30%	F	139	3	2.10%	F	148	3	2.00%	F
State Police	919	36	4.00%	D	947	42	4.40%	D	889	45	4.80%	D	930	44	4.70%	D
State Police Merit Board	7	0	0.00%	F	14	0	0.00%	F								
State Retirement Systems	94	1	1.00%	F	96	1	1.00%	F	95	2	2.00%	F	97	3	3.10%	D
Transportation	2127	94	4.00%	D	2387	104	4.40%	D	3529	217	5.70%	D	2313	124	5.40%	D
Veterans Affairs	1263	43	3.00%	D	1201	44	3.70%	D	1146	46	3.80%	D	1193	54	4.50%	D
Workers Compensation Commission	116	10	9.00%	C	105	10	9.50%	C	103	9	8.00%	C	102	10	9.80%	C

Grading Scale	# of Agencies - 2019	# of Agencies - 2020	Difference from 2019	# of Agencies - 2021	Difference from 2020	# of Agencies - 2022	Difference from 2021
0-2.99%	16	18	+2	7	-11	7	0
3-6.99%	15	14	-1	13	-1	13	0
7-10.99%	13	11	-2	11	0	13	+2
11-14.99%	1	1	0	2	+1	0	-2
15% +	5	6	+1	5	-1	8	+3

*Numbers gathered from CMS's report to the Illinois General Assembly issued on April 26, 2019


** Numbers gathered from CMS's report to the Illinois General Assembly issued on February 6, 2020

*** Numbers gathered from CMS's report to the Illinois General Assembly issued on February 1, 2021

+ Numbers gathered from CMS's report to the Illinois General Assembly issued on February 1, 2022



MEMORANDUM

TO: Agency Personnel Officers
CC: Agency Heads and Chiefs of Staff
FROM: Janel L. Forde 
Director
DATE: May 3, 2021
SUBJECT: Salary Treatment of Bilingual Staff

CMS annually completes a survey of State agencies gathering data on bilingual needs and bilingual pay. The FY2020 Bilingual Needs and Bilingual Pay Report reflects the continued increase of Illinois resident who experience language barriers.¹ Certain positions in state government are designated as requiring a person employed in that position to speak or write a language other than English.² The Personnel Code provides for a special pay supplement for persons employed in those positions.^{3 4}

As the number of residents likely to need bilingual service to engage with State resources increases, the value of employees with bilingual skills also increases. The Pay Plan contains provisions recognizing the value bilingual staffers bring to the workforce, even when serving in positions that do not require use of those skills to successfully perform their duties.⁵

To be sure, we better serve our Illinois residents when bilingual employees work at all levels of the organizational structure to provide meaningful access to State services and resources to those who may be facing language barrier. To that end, when negotiating salaries for new-to-the-State candidates and salary offers to existing employees for positions for which bilingual skills are not *required*, agencies should include the value of bilingual skills in their salary offers.

In implementing the Equal Pay Act amendments of 2019, State agencies began to value specific positions and post “anticipated starting salaries.” Working from the anticipated starting salary, agencies

¹ Copies of the reports are available on the [Reports](#) page of the CMS website.

² 20 ILCS 415/8a.2.

³ 20 ILCS 415/8a.2.

⁴ Employees in positions with one of these designations receive “bilingual pay,” an increase of 5% or \$100 per month (whichever is greater) over and above their base pay. 80 Ill. Adm. Code 310.100(l) (bilingual pay for employees with negotiated rates of pay (union employees)); 80 Ill. Adm. Code 310.490(m) (bilingual pay for merit compensation employees).

⁵ Employees can receive increased compensation when they use their language skills at work, even if their position does not require a bilingual employee. 80 Ill. Adm. Code 310.100(d)(4)(B) (Temporary Assignment Pay – When Required to Use Second Language Ability (for union employees)); 80 Ill. Adm. Code 310.490(j) (Temporary Assignment Pay – When Required to Use Second Language Ability (for merit compensation employees)).

negotiate with the selected candidate to reach an agreement on salary. Just as an agency would consider experience beyond the minimums for the position, additional education, and/or relevant certifications as bases for increasing their salary offers from the bottom of the anticipated starting salary, so should agencies increase their salary offers in recognition of the value bilingual skills bring to the agency.

Compensating bilingual staff in a manner that recognizes the value of their skills should encourage bilingual staff to seek promotions to all levels of our agency organizations. In return, having robust bilingual representation across our agencies will help remove language barriers for residents interacting with the State.

CMS Bureau of Personnel staff will provide training on this policy clarification during the Personnel Officer/Labor Managers' Meeting on May 12, 2021. If you or your team has any questions about this policy, please contact Sarah.Kerley@Illinois.gov.