Date: March 29, 2024

To: Honorable Members of the Illinois General Assembly

From: Raven A. DeVaughn, Director, Department of Central Management Services (CMS)

Re: Data Governance and Organization to Support Equity and Racial Justice Act Section 20-15(a) Report

In compliance with the requirements set forth in the Data Governance and Organization to Support Equity and Racial Justice Act (20 ILCS 65 *et. al*) (the "Act"), the Department of Central Management Services (CMS) hereby submits a progress report detailing the action steps and progress made since the last annual report dated July 1, 2023 to enable the collection and cataloging of data described in Section 20-15 of the Act have been standardized and, to the extent possible, the data sets and programs that are planned for the coming year.

The Act requires CMS to "report statistical data on racial, ethnic, age, sex, disability status, sexual orientation, gender identity, and primary or preferred language demographics of program participants for each major program" administered by CMS.

While "major program" is not defined in the statute, the agency has adopted the following definition provided by the Governor's Office of Management and Budget: *a major program is a program with an enacted appropriation of greater than $1 million in the prior fiscal year; direct services provided to individuals and/or a reasonable expectation that demographic information can be aggregated via proxy data without substantial cost or disruption to program delivery.*

CMS has further defined "program participants" as individuals detailed in the Human Capital Management (HCM) system's existing employee reporting module based at CMS and collecting individual data from a primary system with a historical record of collecting demographic information.

Using these definitions, the Agency has identified the following programs and program participant populations for analysis:

State of Illinois Employee Engagement Survey (EES)

EES allows CMS to designate and amend demographic data we collect and thus, better comply with ERJA compared to PEERS (Personnel Examining and Eligibility Requisition System), which was the previous major program. With PEERS, CMS was not able to categorize data in compliance with ERJA due to limitations in regard to certain federal reporting requirements not matching ERJA demographic dispositions. Further, PEERS is being decommissioned in favor of a human capital management system that is unable to gather data compliant with the ERJA categories without incurring great costs and a lengthy deployment. With the new program, CMS will be able to effectively pilot the new categories and improve its compliance with ERJA, while still targeting the same group/type of information, namely State of Illinois employees.

In March, CMS began to assess currently cataloged demographic data for the aforementioned programs. Following the initial assessment, CMS has determined that the following demographic categories have been defined and standardized for the EES.

- Race: American Indian/Alaska Native, Asian/Asian American, African American/Black, Multiracial, Native Hawaiian and Other Pacific Islander, White/European American
- Ethnicity: Latino/Latina/Latinx/Hispanic
- Gender Identity: Man, Woman, Non-binary/non-conforming, Other, Prefer not to answer
- Sexual Orientation: Bisexual, Gay, Lesbian, Queer, Questioning and/or unsure, Straight (heterosexual), Other, Prefer not to answer
- Disability Status: Do you have a disability (Y/N/Prefer not to answer)

In the coming year, the agency will utilize the Office of Equity's guidance to further refine and standardize definitions for the remaining demographic categories and ensure standardization exists across all programs identified in this report. CMS will work with the Department of Innovation and Technology and the Governor's Office of Management and Budget in the coming months to streamline its data collection and collect the relevant data from major program participants.

As the State works to implement the Act, CMS data stewards, information and technology staff, and diversity, equity, and inclusion leaders will work with the Department of Innovation and Technology and the Governor's Office of Management and Budget to analyze currently catalogued data, identify data gaps, and determine how to collect demographic information. As we continue to implement the process and infrastructure changes necessary to collect the data required, we will continue to work to provide the required demographic data to inform program design and policy-making endeavors.

Sincerely,

Raven A. DeVaughn
Director