



March 30, 2022

To the Honorable Members of the Illinois General Assembly:

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 programs and data that have been catalogued for which the demographic categories 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 (GOMB): *a major program is a program with an enacted appropriation of greater than \$1 million in 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.*¹

CMS has further defined “program participants” as:

Individuals detailed in GOMB’s existing Integrated Performance Reporting System (IPRS) programs based at CMS and collecting individual data from a primary (as opposed to second-hand) and mature (as opposed to in-development) system with a historical record of collecting demographic information.

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

- Bureau of Personnel’s Personnel Examining and Eligibility Requisition System (PEERS) database of all current code-covered State employees.

Note: CMS elected to remove two programs from the proposed list: Group Health, because data is sourced from the above-mentioned Bureau of Personnel source; and the Business Enterprise Program, because it has relocated to the Commission on Equity and Inclusion, effective January 1, 2022.

¹ Programs with anonymous reporting of violations, those which utilize tele-help lines, and regulatory/licensure programs have been excluded from this definition.

In February and March, CMS began to assess currently catalogued demographic data for the aforementioned program.

Following its initial assessment, CMS has determined that the below categories have been defined and standardized for the Bureau of Personnel's PEERS database for code-covered employees.

Categories included:

- Race: Native American, Asian, African American, Native Hawaiian or Pacific Islander, White.
- Ethnicity: Hispanic (Note: PEERS includes "Hispanic" in the same category as "race" despite it being an ethnicity).
- Sex: Female, Male.
- Disability Status: Disability by PEERS Status Code.
- Age: Birthdate.

In the coming year, CMS will utilize the Governor's 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.

Furthermore, in the coming year, CMS will add the following programs to its list of "major programs" to be analyzed:

- Bureau of Personnel's Human Capital Management (HCM) System
Note: The system will come fully online in 2023-2024.

As the State works to implement the Act, CMS's 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. Ultimately, we hope to provide valuable data and analysis that will be meaningful and inform program design and policy-making endeavors.

Sincerely,



Janel L. Forde
Director