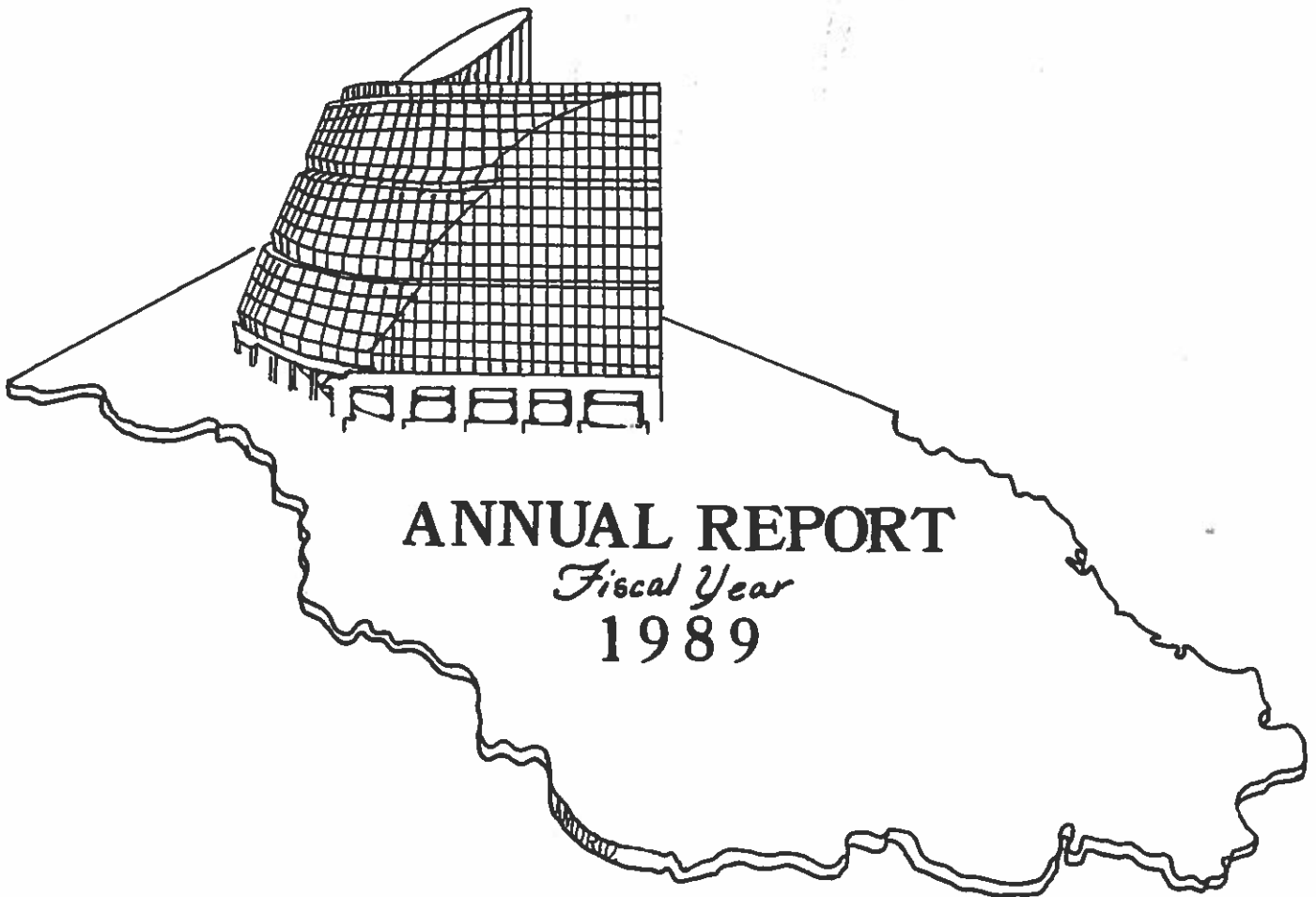


Illinois
**DEPARTMENT OF
HUMAN RIGHTS**



Illinois Department of Human Rights



FISCAL YEAR 1989 ANNUAL REPORT

James R. Thompson
Governor

Joyce E. Tucker
Director

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James R. Thompson
Governor



STATE OF ILLINOIS
Department of Human Rights
100 West Randolph Street, Illinois Center, Suite 10-100
Chicago, Illinois 60601



Joyce E. Tucker
Director

To The Honorable James R. Thompson
Governor of Illinois, and the
Honorable Members of the General Assembly

I am pleased to share with you this annual report of the Illinois Department of Human Rights for fiscal year 1989.

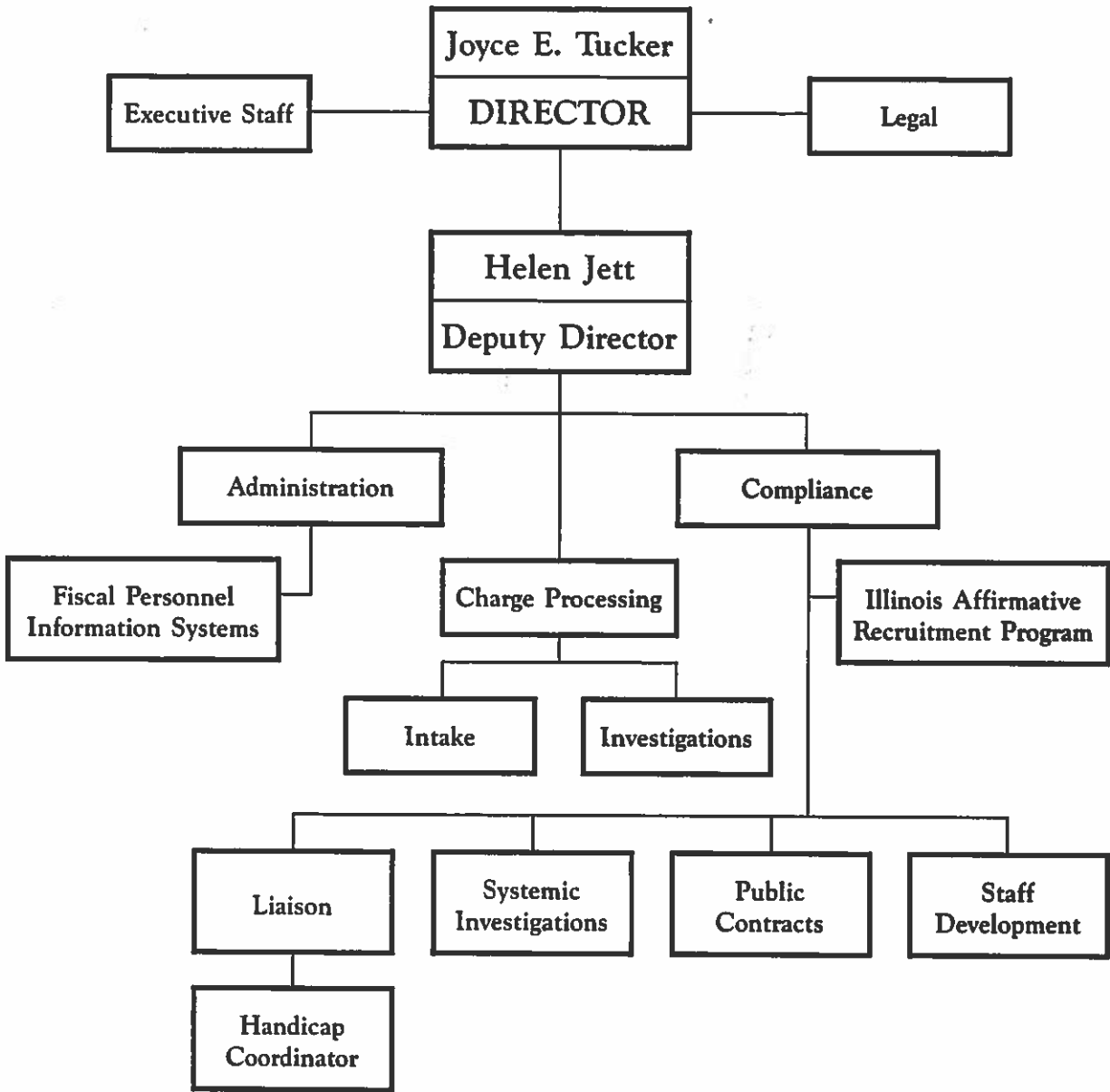
This report reflects the strong and aggressive program of human rights this Department is implementing on behalf of the people of Illinois.

We are proud of our accomplishments and are proud to share them with you.

Joyce E. Tucker
Director
Illinois Department of Human Rights

April 1990

CHART OF ORGANIZATION



INTRODUCTION

The primary function of the Illinois Department of Human Rights is to administer and enforce the Illinois Human Rights Act and its provisions guaranteeing that all persons in Illinois be free from discrimination in employment, in real estate transactions, in financial lending practices, and in their access to places of public accommodation and the services of public officials.

The Department enforces the law prohibiting discrimination on a wide range of bases: race, color, religion, sex, national origin, ancestry, age (40 and over), marital status, unfavorable military discharge in employment, physical handicap and mental handicap. Discrimination in rental housing against families with children under age eighteen is also prohibited. Individuals are also protected against sexual harassment in employment. And finally, sexual harassment of students in higher education is also prohibited.

The Department administers the statutes in several ways. Its primary activities:

- Investigating and attempting to resolve charges alleging violations of the statute.
- Monitoring the employment practices and affirmative action efforts of State executive agencies and of private employers doing business with the State or local governments.
- Providing training and technical assistance to employers and others who seek to comply with the statute.
- Conducting research, holding hearings, and otherwise studying problems which threaten the objectives of the statute, in order to promote better community relations and intergroup harmony.

SPEAKING ENGAGEMENTS/ PRESENTATIONS — FY '89

JULY, 1988

16th Legislative District	Chicago
Illinois Minority Women's Caucus	Chicago
American GI Forum	Chicago
Cable Broadcasting Network Straight Talk	Virginia Beach, VA
Southern Illinois University	Edwardsville
Illinois Sheriff's Association	Champaign
Illinois Department of Mental Health and Developmental Disabilities	Anna
American Cancer Society	Chicago

AUGUST, 1988

Minority Women's Caucus	Chicago
Englewood Community Jobs Forum	Chicago
Networking Together	Chicago
Human Relations Commission	Normal
Minority Women's Leadership Conference	Chicago

SEPTEMBER, 1988

Mexican-American Chamber of Commerce	Chicago
Olive Harvey College	Chicago
Benito Juarez High School	Chicago
Chicago Lighthouse for the Blind	Chicago
Pilsen Community (Benito Juarez High School)	Chicago
Chicago Chamber of Commerce and Industry	Chicago
Illinois Department of Children and Family Services	Schaumburg
DeVry Institute of Technology	Chicago
Federation of Hispanic Chamber of Commerce	Chicago
Illinois Municipal Human Relations Association	Bloomington
Mexican Fine Arts Museum	Chicago
Centers for Independent Living Seminar	Springfield
Human Relations Commission	Normal

OCTOBER, 1988

La Vo: Latina	Rockford
Hispanic Leadership Conference	Chicago
Casa Central	Chicago
Job Forum	Melrose Park
Sociedad Puertorriquena	Waukegan
Chicago Association of Commerce and Industry	Chicago
Black Collegian Conference	Chicago
Government/College Relations Council	Chicago
WIND Radio	Chicago
American Cancer Society	Lake Forest
Central Illinois Oncology Nursing Society	Bloomington
Southern Illinois University (C)	Mr. Vernon
Environmental Protection Association Women's Conference	Chicago
Durham Human Relations Commission Conference	Durham
Chicago Civil Rights Revisited Reunion	Chicago
NAACP Annual Conference	Carbondale

NOVEMBER, 1988

Job Forum	Elgin
North Island Center	Aurora
Affirmative Action Association	Chicago
United Negro College Fund	Chicago
Civil Rights Revisited Reunion	Chicago
Elgin Community College	Elgin
Hispanic Alliance for Career Enhancement	Chicago
Illinois Hispanic State Employment Conference	Hillsdale
Midwest Women's Center	Chicago
American Cancer Society	Alton
Morraine Valley Community College	Palos Hills
Illinois Department of Transportation	Springfield
Illinois Department of Professional Regulations	Springfield
California Business Law Institute	Chicago
Suburban Civic Assistance Association	Rolling Meadows

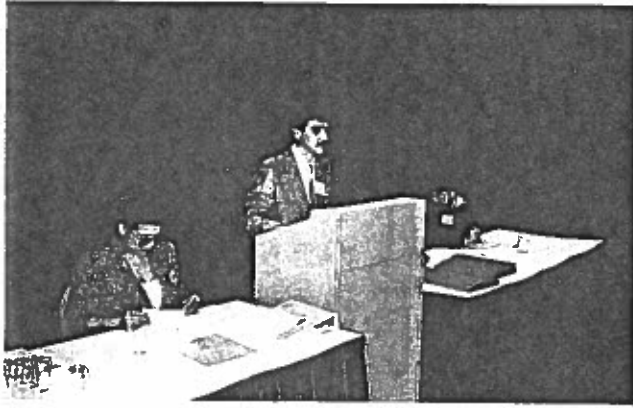
DECEMBER, 1988

Affirmative Action Officer's Association	Chicago
Job Forum	Joliet
SER Jobs for Progress	Waukegan
Martin Luther King Center	Rock Island
Illinois Institute of Continuing Legal Education Statewide TV Network	Chicago
Illinois State Police Academy	Springfield
Joliet Junior College	Joliet
Martin Luther King Center	Rock Island
Northern Illinois University	DeKalb
Hirsch High School	Chicago

JANUARY, 1989

Southern Suburban/State of Illinois Task Force	Chicago
Latin American Social Club	Sterling
Job Forum	Peoria
Wellsprings, Mercy Hospital	Chicago
Chicago Human Relations Commission	Chicago
All University Minority Career Conference	Chicago
National Puerto Rican Forum	Chicago
Operation Uplift Awards Luncheon	Forest Park
Fort Wayne Metropolitan Human Relations Commission Employment Conference	Fort Wayne, IN
John Marshall Law School Fair Housing and Fair Lending Seminar	Chicago





FEBRUARY, 1989

Illinois Department of Professional Regulations	Chicago and Springfield
Chicago Urban League	Chicago
Park Ridge Women's Club	Park Ridge
Chatham-Park Manor Community Organizations	Chicago
Mexican-American Business and Professional Women	Chicago
Government-College Relations Council EEO Forum	Chicago
Affirmative Action Association of Chicago	Chicago
Southern District, Illinois Dieticians Association	Casey

MARCH, 1989

Benito Juarez High School	Chicago
Loyola University	Chicago
Chicago Transit Authority	Chicago
Y-ME Breast Cancer Support Group	
Fourth Presbyterian Church	Chicago
Roosevelt University, Institute for Industrial Relations/EEOC	Chicago
American Cancer Society	Decatur
Disability Awareness Program	Springfield
Chicago State University	Chicago
Chicago Police Academy	Chicago
Illinois Department of Employment Security	Chicago
Lindbloom Technical High School	Chicago
North Shore Community Housing Resource	
Board Conference	Northbrook
WGCI Radio	Chicago

APRIL, 1989

Centro de Informacion y Progreso	Elgin
IAOHRA/EEO/IDHR Conference	Chicago
State EEO and Personnel Officers	Springfield
Chicago Foundation for Women	Chicago
Englewood Mental Health Center	Chicago
Y-ME Breast Cancer Support Group	
Christ Hospital	Chicago
SER	Chicago
Minority and Female Business Enterprise Council	Springfield
State Agency EEO Officers Training	Springfield
Disability Awareness Program	Chicago
Self-Help for Hard of Hearing Chapter	Clarendon Hills

Central Illinois Dieticians Association	Taylorville
1989 Fair Housing Seminar	Chicago
Human Relations Commission	Elgin
Illinois Manufacturer's Association	
Illinois Industry Appreciation Day	Springfield
Department of Housing Fair Housing Conference	Chicago

MAY, 1989

Centro de Informacion y Progreso	Elgin
IDHR/IMHRA Conference	Evanston
Farragut High School	Chicago
Government Personnel Association	Springfield
Kelly High School	Chicago
Mexican-American Business and Professional Women	Chicago
State Agency EEO Officers Training	Chicago
Illinois Institute for Developmental Disabilities	Chicago
American Cancer Society	Rockford
Sutkowski and Washkuhn	Peoria
Human Relations Commission	Bloomington
Midwest Women's Center	Chicago
Quad County Urban League Annual Opportunity Luncheon	Aurora

JUNE, 1989

Illinois Department of Public Aid	Springfield
Illinois Secretary of State	Chicago
Illinois State Police Recruiters	Springfield

ADMINISTRATION

Prepares and monitors the
annual budget

Operates the computerized
information system

Processes personnel
transactions



ADMINISTRATION

FINANCIAL REPORT FY '89

Appropriation Item	Appropriation	Expenditures
Personal Services	3190.4	3103.8
Retirement	143.3	143.3
Social Security	239.0	225.9
Group Insurance	30.7	29.8
Contractual Services	124.8	124.8
Travel	83.9	83.9
Commodities	22.7	22.7
Printing	15.3	15.3
Equipment	3.9	3.9
EDP	0	0
Telecommunications	93.8	93.8
Operation Auto. Equip.	0	0
NAACP/HUD	<u>100.0</u>	<u>99.9</u>
TOTALS	4047.8	3947.1

DIVISION FUNDING FY '89

Administration	636.6
Charge Processing	2517.1
Compliance	<u>914.1</u>
TOTAL RESOURCES (in thousands)	4067.8

FEDERAL APPROPRIATIONS AND CONTRACTS FY '89

HUD Capacity Building Contract	40.5
EEOC Age Contract	104.0
EEOC New Charge Contract	716.2
Illinois Affirmative Recruitment Grant	20.0
NAACP/HUD	<u>100.0</u>

Total Federal	980.7
Total State	3087.1

COMBINED TOTAL (in thousands) 4067.8

BUDGET REVIEW

Resources	FY '85	FY '86	FY '87	FY '88	FY '89
General Revenue Fund	\$2859.7	\$2866.9	\$2819.7	\$2717.3	\$3087.1
Federal	997.8	1070.5	1028.7	1019.7	960.7
Other	<u>0</u>	<u>20.0</u>	<u>20.0</u>	<u>20.0</u>	<u>20.0</u>
Total Federal	997.8	1090.5	1048.7	1039.7	980.7
TOTAL RESOURCES	\$3857.5	\$3957.4	\$3868.4	\$3757.0	\$4067.8

APPROPRIATIONS AND EXPENDITURE REVIEW

Appropriations	FY '85	FY '86	FY '87	FY '88	FY '89
State	\$2859.7	\$2866.9	\$2819.7	2717.3	3087.1
Federal	<u>997.8</u>	<u>1070.5</u>	<u>1028.7</u>	<u>1019.7</u>	<u>960.7</u>
TOTAL	\$3857.5	\$3937.4	\$3848.4	\$3737.0	\$4047.8
Expenditures					
State	\$2795.2	\$2660.2	\$2735.0	2715.0	3082.4
Federal	<u>806.9</u>	<u>888.3</u>	<u>919.3</u>	<u>952.5</u>	<u>864.7</u>
TOTAL	\$3602.1	\$3548.5	\$3654.3	\$3667.5	\$3947.1

INCOME AND EXPENDITURE STATEMENT FY '89

Income (in thousands)	General Revenue Funds	Federal
Appropriations	\$3087.1	\$960.7
Reserve	0.0	0.0
Availability for Expenditure	3087.1	960.7
Expenditures (in thousands)		
Salaries	2515.2	588.6
Fringe Benefits	299.2	99.8
Contractual Services	119.3	100.8
Rental Real Property	3.5	0.0
Registration and Conference	6.4	3.4
Rental Office Equipment	15.0	0.0
Rental Motor Vehicle	11.3	1.9
Repair and Maintenance	29.5	.1
Statistical and Tabulating	20.0	0.0
Freight, Express and Drayage	1.3	0.0
Professional and Artistic Service	3.6	79.9
Copying, Photo Printing Service	.1	4.0
Association Dues	.8	.1
Postage	20.5	1.6
Subscription and Information Service	5.1	1.6
Court Reporting and Filing Service	.1	0.0
Contractual Services Miscellaneous	2.1	8.2
Travel Cost	55.0	29.3
Commodities	14.8	9.8
Printing	7.0	8.3
Equipment	0.0	3.9
Telecommunications	72.0	24.1
Total Expenditures	3082.5	864.6
Lapsed Appropriation	4.6	96.1
Plus Reserve	0.0	0.0
Total Lapse	4.6	96.1

END OF THE YEAR HEADCOUNT

Division	FY '85	FY '86	FY '87	FY '88	FY '89
Administration	19	18	17	16	16
Charge Processing	96	94	83	83	83
Compliance	<u>25</u>	<u>25</u>	<u>25</u>	<u>26</u>	<u>26</u>
TOTAL	140	137	125	125	125

CHARGE PROCESSING DIVISION

Charge Intake

Charge Investigations in
employment, housing, financial
credit, public accommodations
and sexual harassment of
students in higher education



CHARGE PROCESSING

The Human Rights Act prohibits discrimination in Illinois with respect to employment, financial credit, public accommodations, and real estate transactions on the bases of race, color, sex, national origin, ancestry, age, marital status, unfavorable military discharge, and physical or mental handicap and also has jurisdiction to investigate allegations of sexual harassment in higher education.

Within 180 days of the occurrence of an alleged civil rights violation, a resident or employee in Illinois may file a charge of discrimination with the Department. The Charge Processing Division reviews these charges and investigates those for which a legal basis for a charge of discrimination exists. If an investigation reveals substantial evidence of discrimination, division staff encourages conciliation between the

affected parties. The Human Rights Commission reviews all agreements reached through this processing; if conciliation fails, the Department files a formal legal complaint with the Commission. Individuals may also file complaints directly with the Commission if the Department is unable to reach a finding within 300 days of receipt of the filed charge.

Intake staff docketed 5,077 charges in fiscal year 1989. Employment charges comprised 93.6 percent of the total; housing 2.9 percent, public accommodations 3.4 percent and financial credit and sexual harassment in higher education less than one percent.

The Department accepts charges in all the areas depicted in the graphs and charts which follow:

EMPLOYMENT CHARGES DOCKETED

I. Number	12 Months FY '88		12 Months FY '89	
Average #/month	377.0		396.0	
Average #/week	87.0		91.3	
Average #/day	18.1		19.1	
Total # Docketed	4527.0		4751.0	
II. Types	# of Bases *	% / Total Charges **	# of Bases *	% / Total Charges **
Race	1753	38.7	2047	43.1
Sex	1061	23.4	1092	23.0
Age	899	19.9	890	18.7
Physical Handicap	789	17.4	840	17.7
Retaliation	569	12.6	606	12.8
National Origin/Ancestry	463	10.2	521	11.0
Mental Handicap	112	2.5	144	3.0
Marital Status	65	1.4	76	1.6
Religion	61	1.3	91	1.9
Arrest/Conviction Record	26	.6	29	.6
Color	25	.6	39	.8
Coercion/Interference	13	.3	20	.4
Military Discharge	3	.0	4	.0
Other	20	.4	44	.9
TOTAL	5859		6443	

* Includes multiple bases charges

** Percent of total charges filed is greater than 100% because 1,155 out of the total 4,527 charges filed in Fiscal 1988 and 1,399 out of the total 4,751 charges filed in Fiscal 1989 were filed on more than one basis (e.g., race and sex).

DISPOSITION OF COMPLETED INVESTIGATIONS BY DIVISION

Fiscal Year 1989			
	Charge Processing Division	Compliance Systemic Unit	Totals
Substantial Evidence	340	38	378
Settlements	835	50	885
Dismissals:			
Lack of Substantial Evidence	872	353	1225
Failure to Proceed by Complainant	502	14	516
Lack of Jurisdiction	185	6	191
Withdrawn by Complainant	<u>422</u>	<u>18</u>	<u>440</u>
TOTAL	3156	479	3635

BASES ON WHICH CHARGES WERE FILED IN FY '89

For Housing, Financial Credit
and Public Accommodations

	Housing	Financial Credit	Public Accommo- dations
Race	44	3	65
Color	—	—	—
Religion	2	—	1
Sex	11	—	33
National Origin	9	—	12
Ancestry	—	—	—
Age	6	—	3
Marital Status	10	—	12
Physical Handicap	6	—	36
Mental Handicap	1	—	2
Exclusion of Children	54	—	—
Retaliation	<u>2</u>	<u>—</u>	<u>12</u>
TOTAL	145	3	176

EMPLOYMENT DISCRIMINATION

Issues alleged as an Act of Discrimination *
Fiscal Year 1989

Issue	Number
Discharge	2531
Terms and Conditions	744
Promotion	634
Wages	428
Referrals	324
Sexual Harassment	301
Hiring	260
Lay-off	245
Demotion	157
Recall	128
Benefits	118
Union/Employment Agency	46
Union Representation	33
Intimidation/Reprisal	26
Tenure	18
Training/Apprenticeship	17
Job Classification	15
Exclusion	4
Seniority	3
Segregated Locals	1
Advertising	1
Other **	<u>994</u>
TOTAL	7028

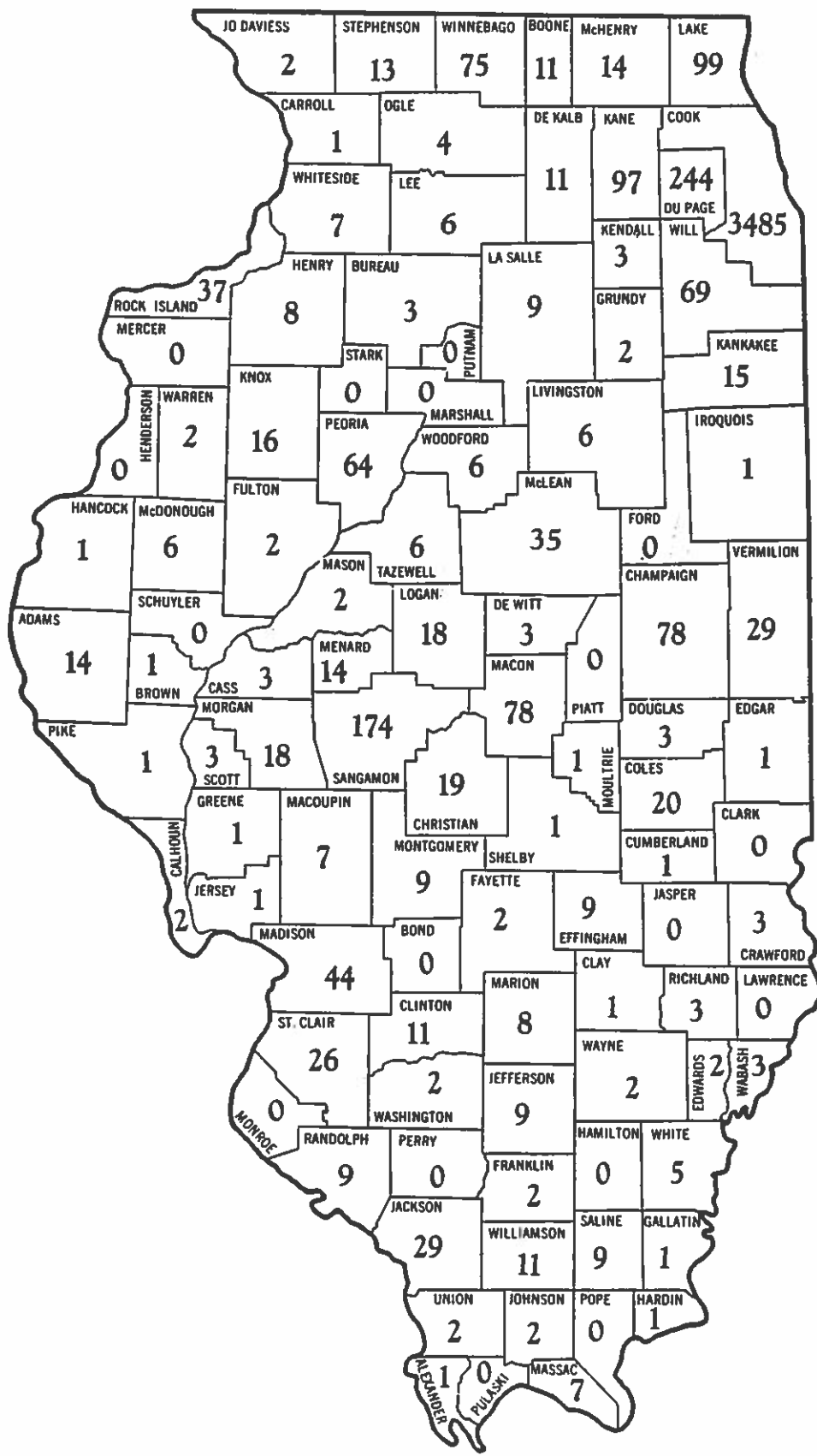
* Includes charges alleging more than one issue as acts of discrimination.

** Includes issues such as failure to return from medical leave, probation, poor performance evaluation, etc.

DISCRIMINATION CHARGES BY COUNTY — 1989

County	Housing	Credit	Public Accommodations	Sex-Harrassment Higher Education	Employment	Total
Adams	4				10	14
Alexander					1	1
Boone					11	11
Brown					1	1
Bureau					3	3
Calhoun					2	2
Carroll					1	1
Cass			1		2	3
Champaign	7	1	10		60	78
Christian			6		13	19
Clay					1	1
Clinton	5				6	11
Coles					20	20
Cook	58		58	2	3367	3485
Crawford					3	3
Cumberland					1	1
De Kalb					11	11
De Witt					3	3
Douglas			1		2	3
Du Page	26				218	244
Edgar					1	1
Edwards					2	2
Effingham	2				7	9
Fayette					2	2
Franklin					12	12
Fulton					3	3
Gallatin	1				0	1
Greene					1	1
Grundy					2	2
Hancock					1	1
Hardin					1	1
Henry			3		5	8
Iroquois					1	1
Jackson	2		2		25	29
Jefferson	3				6	9
Jersey					1	1
Jo Daviess					2	2
Johnson					2	2
Kane			1		96	97
Kankakee					15	15
Kendall			1		2	3
Knox	5		1		10	16
Lake			4		95	99

County	Housing	Credit	Public Accommodations	Sex-Harrassment Higher Education	Employment	Total
La Salle					9	9
Lee			3		3	6
Livingston					6	6
Logan			3		15	18
McDonough			1		5	6
McHenry					14	14
McLean			6		29	35
Macon	2		7		69	78
Macoupin			2		5	7
Madison	2		2		40	44
Marion					8	8
Mason					2	2
Massac			4		3	7
Menard			11		3	14
Montgomery					9	9
Morgan	4		1		13	18
Ogle					4	4
Peoria	11		2		51	64
Pike					1	1
Randolph			4		5	9
Richland			1		2	3
Rock Island	1		2		34	37
St. Claire	1				25	26
Saline			4		5	9
Sangamon	2	1	25		146	174
Scott					3	3
Shelby					1	1
Stephenson					13	13
Tazewell					6	6
Union					2	2
Vermillion			7		22	29
Wabash			1		2	3
Warren					2	2
Washington					2	2
Wayne			1		1	2
White					5	5
Whiteside					7	7
Will					64	69
Williamson					11	11
Winnebago					75	75
Woodford					1	6
TOTALS	145	3	176	2	4751	5077



DISPOSITION OF COMPLETED INVESTIGATIONS

Fiscal Years 1985 — 1989

	1985	1986	1987	1988	1989
Inquiries Received	19,823	18,045	15,111	17,797	21,984
Charges Filed	3,848	4,589	4,554	4,953	5,077
Completed Investigations	3,674	3,484	3,547	3,636	3,635

	1985		1986		1987		1988		1989	
	No.	%	No.	%	No.	%	No.	%	No.	%
Substantial Evidence	485	(13.2)	452	(13.0)	579	(16.3)	545	(15.0)	378	(10.4)
Settlements	740	(20.1)	633	(18.2)	716	(20.3)	821	(22.6)	885	(24.3)
Withdrawn by Complainant	435	(11.8)	413	(11.9)	420	(11.8)	447	(12.3)	440	(12.1)
Dismissals										
Lack of Substantial Evidence	1204	(32.8)	1193	(34.2)	1028	(29.0)	1013	(27.8)	1225	(33.7)
Lack of Jurisdiction	222	(6.0)	164	(4.7)	157	(4.4)	203	(5.6)	191	(5.3)
Complainant's Failure to Proceed	588	(16.0)	629	(18.1)	647	(18.2)	607	(16.7)	516	(14.2)

FY '89 EMPLOYMENT CHARGES

Respondent: By Type

	Springfield Office	Chicago Office	Chicago & Springfield Offices Combined
Private Employers	440	3,352	3,792
State Government	64	87	151
Local Government	48	514	562
Colleges and Universities/Public	18	25	43
Colleges and Universities/Private	3	30	33
Elementary and Secondary Schools/Public	18	36	54
Elementary and Secondary Schools/Private	—	4	4
Unions	20	60	80
Joint Apprenticeship Programs	—	—	—
Private Employment Agencies	—	21	21
State Employment Agencies	7	4	11
TOTALS	618	4,133	4,751

CHARGES DOCKETED BY JURISDICTION

Fiscal Years 1985-1989

Jurisdiction	1985		1986		1987		1988		1989	
	Charges Filed	%	Charges Filed	%	Charges Filed	%	Charges Filed	%	Charges Filed	%
Employment	3,518	(91)	4,309	(94)	4,230	(93)	4,527	(91)	4,751	(94)
Housing	204	(5)	140	(3)	178	(4)	156	(3)	145	(3)
Financial Credit	10	(—)	7	(—)	12	(—)	9	(—)	3	(—)
Public Accommodations	116	(3)	132	(3)	134	(3)	260	(5)	176	(3)
Sexual Harassment, Higher Education	N/A		1	(—)	0	(—)	1	(—)	2	(—)
TOTAL	3,848		4,589		4,554		4,953		5,077	

LEGAL DIVISION

Files complaints of
civil rights violation with the
Human Rights Commission

Responds to requests for
review of dismissals

Conciliates cases and
files terms of settlement

Issues notices of dismissal
and closes cases

Reviews
substantial evidence findings

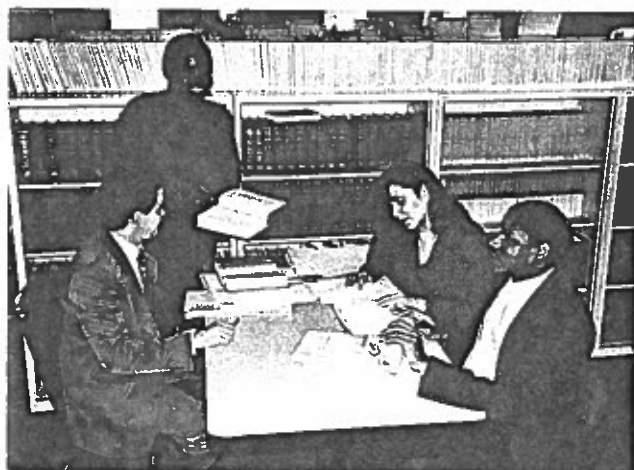
Analyzes legislative bills

Makes presentations at
seminars & training workshops

Responds to public inquiries
for analysis of the
Human Rights Act

Consults weekly with
investigation groups

LEGAL DIVISION



The staff attorneys review investigation reports recommending findings of substantial evidence of discrimination, conciliate cases for full relief, and file complaints of civil rights violation with the Human Rights Commission. Staff attorneys also draft responses to complainant's request for review of dismissals.

In addition to typing complaints, responses to requests for review and terms of settlement, legal clericals send out notices of dismissal to all parties in cases where findings of lack of substantial evidence, lack of jurisdiction or failure to proceed are made. The clericals also send out notices of substantial evidence and close out all cases where final proceedings have been completed. At one stage or another all charges filed with the Department are processed by the Legal Division.

Each staff attorney has an area of legal specialization and throughout the year, attorneys give numerous presentations to agency, community and university groups across the state on topics such as handicap, sex, age and race discrimination.

In addition to responding daily to the public's inquiries about the Human Rights Act's coverage, the attorneys provide a monthly continuing legal update program called "Lunch with Legal" which is open to all agency staff.

FY '89 — LEGAL PRODUCTION

Complaints of Civil Rights Violation	485
Responses to Requests for Review	534
Terms of Settlement from Conciliation	34
Substantial Evidence Reviews	761
Notices of Dismissal	1954
Cases closed	2377

	FY'85	FY'86	FY'87	FY'88	FY'89
Complaints Filed	259	242	509	412	485
Response to Request for Review	335	470	413	420	534
Settlements in Conciliations	53	58	48	26	34

COMPLIANCE DIVISION

Equal employment opportunity
and affirmative action compliance
of executive State agencies and
Illinois public contractors

Equal employment opportunity
and affirmative action training

Systemic investigation
of discriminatory patterns
and practices

Affirmative Recruitment

Handicap Program Coordination



COMPLIANCE DIVISION

The Compliance Division of the Illinois Department of Human Rights, with four units and two special programs, provides a broad range of services.

Through its **Liaison Unit** the division provides consultation to all governmental agencies in the broad aspects of equal employment opportunity and affirmative action. Major emphasis is placed on providing technical assistance in the preparation of and the monitoring of state agency affirmative action plans.

The **Public Contracts Unit** monitors and enforces the compliance of enterprises holding state contracts with the non-discrimination and affirmative action requirements set forth in the Human Rights Act and the Rules and Regulations of the department.

The **Systemic Unit** provides diligence through investigation of the patterns and practices of employers' personnel policies. It also initiates charges against those who engage in activities demonstrating adverse impact on protected class persons.

The **Staff Development Unit** provides intensive in-service training to departmental staff and to public and private agencies, to educational institutions and to community organizations.

The unit administrator also serves as the agency's public information officer.

The **Illinois Affirmative Recruitment Program**, one of two special programs of the Division, is engaged in statewide recruitment to fill vacancies in state government by women, minorities and persons with disabilities.

And, through the activities of the **Handicap Program**, the Division provides special consultation and initiative, to public and private sector organizations and to individuals through programs to assure the rights of persons with disabilities.

All the Division's units and programs are administered in the Chicago office, except the handicap program coordinator, who is located in the Springfield office.

equal employment opportunity and affirmative action in employment. The Rules & Regulations for the Department states the methods by which the Department monitors and assists agencies in meeting these obligations.

The Liaison unit provides a wide range of ongoing technical assistance molded to each state agency's needs to enhance and strengthen equal employment opportunity/affirmative action compliance obligations, addressing all aspects of employment including but not limited to recruitment, testing, selection, training, promotions, layoffs and terminations.

The following state agencies submitted FY'89 Affirmative Action Plans that were approved (100%):

1. Abandoned Mined Lands Reclamation Council
2. Aging, Illinois Department on
3. Agriculture, Illinois Department of
4. Alcoholism and Substance Abuse
5. Arts Council, Illinois
6. Attorney General
7. Banks and Trusts, Commissioner of
8. Capital Development Board
9. Central Management Services
10. Children and Family Services
11. Civil Service Commission
12. Commerce and Community Affairs
13. Commerce Commission
14. Comptroller
15. Conservation, Department of
16. Corrections, Department of
17. Criminal Justice Information Authority
18. Education, State Board of
19. Educational Labor Relations Board
20. Elections, State Board of
21. Emergency Services & Disaster Agency, Illinois
22. Employment Security, Illinois Department of
23. Energy and Natural Resources
24. Environmental Protection Agency, Illinois
25. Financial Institutions
26. Governor's Office
27. Governor's Purchased Care Review Board
28. Guardianship and Advocacy Commission

STATE AGENCY LIAISON UNIT

The Liaison unit monitors the affirmative action programs for executive state agencies, boards, commissions, and instrumentalities as prescribed in Section 2-105(B) and 7-105 of the Illinois Human Rights Act. All covered must practice

29. Higher Education, Board of
30. Historic Preservation Agency
31. Human Rights, Illinois Department of
32. Human Rights Commission
33. Illinois Development Finance Authority
34. Illinois Health Care Cost Containment Council
35. Illinois Housing Development Authority
36. Illinois Industrial Commission
37. Insurance, Illinois Department of
38. Investment, Illinois State Board of
39. Labor, Illinois Department of
40. Liquor Control Commission
41. Local Government Law Enforcement Officers Training Board
42. Local Labor Relations Board
43. Lottery, Department of
44. Medical Center Commission
45. Mental Health and Developmental Disabilities, Department of
46. Military Affairs, Department of
47. Mines & Minerals, Department of
48. Nuclear Safety, Department of
49. Office of Public Counsel
50. Pollution Control Board
51. Prairie State 2000 Authority
52. Prisoner Review Board
53. Professional Regulation, Illinois Department of (formerly Registration & Education)
54. Property Tax Appeal Board
55. Public Aid, Illinois Department of
56. Public Health, Illinois Department of
57. Racing Board, Illinois
58. Rehabilitation Services, Department of
59. Revenue, Illinois Department of
60. Savings and Loan Commission
61. Student Assistance Commission (formerly Scholarship Commission, Illinois State)
62. Secretary of State

63. State Employees' Retirement System
64. State Fire Marshall
65. State Police, Department of
66. State Labor Relations Board
67. Teachers Retirement System
68. Toll Highway Authority, Illinois
69. Transportation, Illinois Department of
70. Treasurer, Illinois State
71. Veterans Affairs, Department of

The following state agencies submitted Affirmative Action Plans that were not approved on first submittal due to deficiencies. Department staff provided technical assistance to these agencies to bring their respective FY'89 Affirmative Action Plans into compliance:

1. Central Management Services
2. Commerce Commission
3. Comptroller
4. Emergency Services & Disaster Agency
5. Energy & Natural Resources
6. Public Aid
7. Revenue
8. State Employees' Retirement System
9. State Fire Marshall
10. State Police, Illinois
11. Veterans Affairs, Department of

The following state agencies received a "Notice to Show Cause" for failure to submit their FY'89 Affirmative Action as mandated per Chapter II, Section 2520.760(a) and authorized per Chapter II, Section 2520.797(a) of the Departments Rules & Regulations (4%). All agencies subsequently submitted their plans.

1. Comptroller
2. Illinois Housing Development Authority
3. Nuclear Safety, Department of

UNIT ACCOMPLISHMENTS

The Liaison Unit, on several occasions, developed and disseminated EEO/AA information to various members of the Illinois Legislature relative to their specific concerns.

In addition, an intensive training for both the Springfield and Chicago based EEO Officers was conducted for the development of their agency FY'90 Affirmative Action Plans and mandated reports required by the Department of Human Rights throughout the year.

For the first time since the Human Rights Act became law, every state agency under its jurisdiction was able to develop an Affirmative Action Plan in accordance with the stringent requirements of the Department of Human Rights.

Eleven Illinois state agencies reached parity by having attained or surpassed affirmative action goals in hiring and promotion of minority and female employees in all their offices in the state. The distinction was attained by careful analysis of the hiring and promotion records of the agencies and a study of the labor forces in 11 DHR regions in eight Equal Employment Opportunity categories. The agencies which reached parity are:

- Civil Service Commission
- Commissioner of Savings & Loan Associations
- Educational Labor Relations Board
- Human Rights Commission
- Human Rights, Department of
- Illinois Health Care Cost Containment Council
- Local Government Law Enforcement Officers Training Board
- Local Labor Relations Board
- Office of Public Counsel
- Pollution Control Board
- Prisoner Review Board

PUBLIC CONTRACTS UNIT

The mission of the Public Contracts Unit (PCU) is to monitor and enforce the compliance of enterprises holding state contracts with the non-discrimination and affirmative action requirements set forth in the Illinois Human Rights Act and The Rules of the Department of Human Rights. The mission was accomplished by carrying out the following activities:

1. Registration of potential state bidders and the maintenance of registration records.
2. Compliance reviews of contractors for adherence to the Act and the Rules.
3. Technical assistance provided to individual contractors, contracting units, community organizations and units of the Department of Human Rights.
4. Oversight of the EEO/AA monitoring programs operated by other units of state government with regard to public contractors.
5. Assistance to Minority and Female Business Enterprises (MFBEs) as necessary to fulfill the Department's responsibility as a member of the Minority and Female Business Enterprise Council (MFBEC).

COMPLIANCE AUDITS OF PUBLIC CONTRACTS

Compliance audits review the adequacy of the contractor's affirmative action plan and the degree of effort expended by the contractor towards meeting its commitments under the plan.

One hundred forty-eight contractors, ranging in size from 25 to 4,000 employees underwent audits in FY'90. Non-compliance with one or more provisions of the rules was found in 65% of the companies audited. This represents the largest number of compliance reviews completed in the Public Contracts Unit.

REGISTRATION OF BIDDERS SEEKING COMPETITIVELY-BID CONTRACTS

Per the Human Rights Act, before an enterprise is awarded a contract through the state bidding process, it must register with the Public Contracts Unit. Once an Employer Report form is submitted, a public contractor registration number is assigned, which must be utilized during the bidding process. Following are statistics related to these requirements:

- 56,189 vendors were registered as of June 30, 1989.
- 6,032 Employer Report forms were filed during FY'89. a total of 6,340 forms were processed.
- 10,498 inquiries from vendors and agencies were answered, including registration verifications and EEO/AA information requests.

MINORITY/FEMALE BUSINESS ENTERPRISE COUNCIL ACTIVITY

As required by the Minority and Female Business Enterprise Act, the Department of Human Rights is a member of the Minority and Female Business Enterprise Council (MFBEC). The Department also serves on MFBEC committees and assists the Council in executing its statutory duties.

- Through the PCU the Department served on the Certification and Compliance Plan Committees.
- 21 Minority/Female Business Enterprise Certification on-site visits were conducted. Denial of certification was recommended in 19% of the cases.
- A matchmaker conference in Springfield was attended by staff. This allowed 600 attending M/FBE's an opportunity to seek contracts from state agencies.
- Staff members assisted over 300 minority and female vendors with information and advice about state contracting opportunities.

SYSTEMIC UNIT

The Systemic Unit investigates and initiates charges in those instances where discriminatory patterns and practices have been identified. The major investigations completed during the Fiscal Year 1989 included the following:

- A municipality that allegedly implemented promotional criteria that had an adverse impact on employees within the protected age category and employees of a certain race and sex;
- A municipality that allegedly distributed job applications based on geographical racial composition;
- A company which adversely affected its employees in the protected age category by "locking out" all employees who were union members.

SYSTEMIC INVESTIGATION COMPLETIONS TOP 300

Four hundred seventy nine systemic charges were completed, surpassing all previous production marks. The disposition of the investigations and a comparison with the previous two fiscal years is shown in the following graph.

	FY '87	FY '88	FY '89
Substantial Evidence	88	65	38
Dismissals:			
Lack of Substantial Evidence	59	190	353
Lack of Jurisdiction	3	6	6
Failure to Proceed	16	26	14
Withdrawn	35	12	18
Settlements (*)	26	34	50
	227	333	479

(*) Settlements are comprised of adjusted with terms and adjusted and withdrawn charges.

MONETARY AWARDS INCREASE DRAMATICALLY

Monetary awards negotiated directly or indirectly by unit staff during FY 1989 totalled more than \$568,900, almost double the nearly \$290,000 recorded during FY88, and a nearly five-fold increase over the approximately \$114,000 awarded during fiscal year 1987.

STAFF DEVELOPMENT/ PUBLIC INFORMATION

The Staff Development Unit continued its major emphasis on assessing and restructuring the internal training needs

of the agency during this fiscal year. At the same time it provided technical assistance, planning and the execution of significant training and public information needs of Illinois state agencies, public contractors and the general public.

This year the unit staff amended and redesigned significant segments of the in-service training functions of the Department. A plan to expand new investigator training to five weeks, instead of three weeks, was inaugurated and proved to be a successful formula.

New investigator training was provided 17 employees during the year, while a general orientation was provided for 12 others. A unit staff member provided special in-service sessions on communications and personal relations to the New Jurisdictions staff of the Charge Processing Division.

Speaking Engagements/Unit Staff	21
Speaking Engagements (coordinated by the public information office)	34

The outreach of the unit staff on behalf of the Department was, again, dramatically demonstrated as a unit staff member coordinated and carried out the details of the annual DHR Conference conducted with the Illinois Municipal Human Relations Association and a major Chicago conference sponsored by the International Association of Official Human Rights Agencies. Additionally, the Public Information section provided coordination for the taping of all plenary and workshop sessions for distribution to member agencies and others.

A member of the unit staff was the recipient of the Minority Womens' Caucus "Sisterhood Award" for her contribution to equal rights causes.

The continuing concern of the Department in the well being of staff was demonstrated, as a unit employee attended a statewide training program for the Employee Assistance Program, and processed four confidential referrals for employees in need of help.

Special training needs of Human Rights personnel in the theories of sex discrimination and sexual harassment was provided by a staff attorney in a one day program coordinated by unit staff. The unit also provided communications and other skills training to the professional staff of the Department, as a special curriculum, started during the previous fiscal year, was completed.

The outreach of the unit is demonstrated in the following statistics:

News Releases Distributed	14
Media Contacts	163
Information/Literature Requests	125
Technical Assistance Contacts	323

ILLINOIS AFFIRMATIVE RECRUITMENT PROGRAM

The Compliance Division's Illinois Affirmative Recruitment Program (IARP) continued to provide a valuable link between minorities, women and people with disabilities who are seeking employment, and state agencies working to meet their affirmative action goals.

A major function of the Illinois Affirmative Recruitment Program is to provide state agencies with technical assistance in the development and implementation of their own affirmative action recruitment efforts. IARP services include recruitment training, resource development, planning and program evaluation and direct linkages with recruitment sources.

Technical assistance was provided to 34 state agencies in an array of services throughout the year, including the following:

- Minority recruitment
- Selection procedures
- Recruitment referral sources
- Planning and coordinating career fairs
- Utilization of the Spanish speaking option in selections
- Program evaluation process
- Developing statewide recruitment programs
- Re-employment of state employees on lay-offs

Direct Recruitment Services

Placement by Agency and Position Title

Summary: State Agencies: 27
Placements: 182

Alcoholism and Substance Abuse — 2

Administrative Assistant IV (1)
Social Service Program Planner III (1)

Attorney General — 1

Administrative Assistant (1)

Central Management Services — 1

Correspondent II (1)

Children and Family Services — 28

Child Protective Investigator I (4)
Child Welfare Specialist I (2)
Child Welfare Specialist II (14)
Clerk Typist III (3)
Social Services Career Trainee (5)

Citizens Assembly — 1

Research Coordinator (1)

Commerce & Community Affairs — 3

Administrative Assistant III (1)
Economic Development Representative I (1)
Human Services Grants Coordinator II (1)

Conservation — 1

Conservation Resource Technician I (1)

Corrections — 9

Correctional Officer Trainee (2)
Corrections Residence Counselor I (1)
Corrections Parole Agent I (2)
Youth Supervisor Trainee (3)
Researcher (1)

Employment Security — 14

Clerk Typist III (1)
Accounting and Fiscal Administrative Career Trainee (6)
Employment Security Program
Representative-intermittent (7)

Environmental Protection Agency — 2

Environmental Protection Engineer I (1)
Environmental Protection Specialist I (1)

Financial Institutions — 1

Financial Institutions Examiner Trainee (1)

Governor, Office of the — 3

Administrative Assistant (1)
Data Input Operator (1)
Receptionist (1)

Guardianship & Advocacy Commission — 1

Guardianship Representative II (1)

Department of Human Rights — 6

Human Rights Investigator I (3)
Clerk II (1)
Information Systems Executive II (1)
Technical Advisor II (1)

Human Rights Commission — 1

Secretary I (1)

Department of Labor — 1

Health & Safety Inspector (1)

Mental Health — 42

Accountant I (1)
Clerk Typist III (2)
Correspondent I (1)
Licensed Practical Nurse II (5)
Mental Health Technician Trainee (20)
Nurse I (7)
Reimbursement Officer (1)
Support Service Worker II (5)

Professional Regulation — 1
 Health Services Investigator (1)
Public Aid — 25
 Clerical Trainee (6)
 Clerk Typist II (1)
 Methods & Procedures Career Associate (1)
 Public Aid Eligibility Assistant I (9)
 Social Services Career Trainee (8)
Public Health — 5
 Clerk Typist III (2)
 Life Sciences Career Trainee (3)
Rehabilitation Services — 7
 Rehabilitation Case Coordinator I (2)
 Rehabilitation Counselor Trainee (4)
 Social Services Career Trainee (1)
Revenue — 12
 Accounting Fiscal Administration Career Trainee (10)
 Taxpayer Service Representative (2)

Secretary of State — 5
 Investigator Trainee (5)
State Board of Education — 2
 Bilingual Test Specialist (1)
 Educational Specialist I (1)
State Police — 3
 Clerk II (1)
 Fingerprint Technician Trainee (1)
 Forensic Scientist Trainee (1)
Toll Highway Authority — 1
 Custodian (1)
Transportation — 4
 Clerk Typist III (2)
 Highway Maintainer (2)

STATISTICAL SUMMARY OF SERVICES SKILLS BANK

SEX	WHITE	BLACK	HISPANIC	ASIAN	AM. IND.	DISABILITY	TOTAL
Female	39	151	166	24	1	(8)*	381
Male	<u>16</u>	<u>110</u>	<u>161</u>	<u>15</u>	<u>0</u>	<u>(15)</u>	<u>302</u>
TOTAL	55	261	327	39	1	(23)	683

* All figures for people with disabilities are recorded in parenthesis and not included in the total, having already been counted by race.

JOB PLACEMENTS

The 182* persons placed by the program were recorded as follows:

SEX	WHITE	BLACK	HISPANIC	ASIAN	AM. IND.	DISABILITY	TOTAL
Female	2	34	65	10	1	(2)*	112
Male	<u>1</u>	<u>20</u>	<u>47</u>	<u>2</u>	<u>0</u>	<u>(1)</u>	<u>70</u>
TOTAL	3	54	112	12	1	(3)	182

* All figures for people with disabilities are recorded in parenthesis and not included in the total, having already been counted by race.

SPECIAL PROJECTS

Hispanic Recruitment Project

The IARP, in conjunction with Centro de Informacion Y Progreso, a subcontractor, conducted a project to recruit Hispanic applicants for targeted position titles resulting in 30 placements.

Major Career Conferences

IARP played major roles in the management and implementation in the following conferences and career fairs:

- All University Minority College Student
- Hispanic Alliance for Career Enhancement
- Englewood Community
- Government College Relations Council
- Illinois Association of Hispanic State Employees
- Illinois Association of Minorities in Government.

HANDICAP PROGRAM

The department's handicap program, which is coordinated by a single staff person, serves two purposes: 1) internally, providing expertise on issues involving persons with disabilities, and 2) externally, providing disability-related information concerning the Act to the public, employers, disability advocacy groups, and people with disabilities. In this way, the handicap program coordinator (the coordinator), assists department staff and persons outside the agency to interpret and apply the disability provisions of the Act.

Consultation and Distribution of Materials

The coordinator responded to 260 requests for information and assistance during the year and distributed over 3100 copies of the department's various disability publications to people and organizations around the state.

A new brochure, entitled "An Employer's Guide to Epilepsy", was written and issued this year by the department and the Epilepsy Foundation of Greater Chicago. The publication provides employers with general information about epilepsy, types of seizures, and major drugs used for treatment. It also discusses an employer's responsibilities to applicants and employees with epilepsy. The purposes of the brochure are to inform employers about this medical condition and to encourage voluntary compliance with the Act's provisions regarding people with epilepsy.

National Recognition

Another publication co-authored by the department, "What Employers Need To Know About Cancer", won an award from the national office of the American Cancer Society this year. The brochure was recognized for its effectiveness,

timeliness (it is the first brochure of its kind in the nation), and advocacy for survivors of cancer. The purpose of this brochure too is to assist employer in complying with the Act's disability provisions.

Speaking Engagements

The coordinator made presentations on disability issues at 13 conferences and seminars sponsored by different groups around that state. Also, in-service training on disability awareness for the department staff in Chicago and Springfield was arranged by the coordinator. Training segments on disability discrimination were presented by the coordinator to new department staff on several times during the year. A training module on the disability-related provisions of the Act was prepared by the coordinator.

Committee Involvement

The coordinator serves as the Director's designee on the Interagency Committee on Handicapped Employees, which is co-chaired by the Director and is made up of five state agencies and four disabled state employees appointed by the Governor. A major project of this Committee during the year was the preparation and distribution of a survey of disabled state employees concerning their need for adaptations in electronic equipment. If the survey results indicate a need, the committee will introduce legislation requiring all new electronic equipment purchased by the state to be adaptable to disabled people.

Special Projects

In consultation with other staff members, the coordinator developed guidelines for the investigation of cases involving people with AIDS. Because people with an AIDS diagnosis have a short lifespan, the Department has decided to expedite the processing of these cases.

A library listing of materials held by the Department concerning people with disabilities was developed. The eight-page listing was distributed to all Department managers and supervisors.

Finally, an employment application that was allegedly used to screen out people with epilepsy was reviewed by the coordinator. The employer in question subsequently agreed to modify the application to bring it into compliance with the Act.

Analysis of Disability Cases

The following table shows the types of disabilities involved in Department charges (all jurisdictions) and the percentage changes in these charges from FY88 to FY89. Overall, charges containing disability discrimination allegations were up 5%, and mental disability cases were up 17.5%. For several disability groups, the number of charges filed increased substantially over the year, while other disability groups showed a significant decrease in charges filed.

Charges involving substance abuse were up 79% in FY89, perhaps reflecting an increased use of drug screening programs by employers. Charges filed by people with AIDS increased 40% in FY89, resulting from an increase in AIDS cases in the state and an increased awareness on the part of people with AIDS about their rights. The substantial decrease in the number of mobility impairment charges filed in FY89 (59% fewer than FY88) is due to a significant

decrease in handicap parking cases filed in FY89. The majority of FY88 mobility impairment charges involved handicap parking problems in places of public accommodation. The Illinois Accessibility Code, which contains handicap parking standards, became effective May 1988 and may be responsible for the decrease in handicap parking cases filed with the Department in FY89.

TYPES OF DISABILITIES INVOLVED IN FY '89 CASES

All Jurisdictions *

Type of Physical Handicap	Number Filed	Percentage of Phys. Disab. Cases	Percentage of Change from FY '88
I. Physical Disabilities			
Acquired Immune Deficiency Syndrome	21	2.4	+ 40.0
Back Problems	99	11.2	- 5.7
Cancer	25	2.8	- 7.4
Degenerative Disease	16	1.8	- 20.0
Diabetes	43	4.9	+26.0
Epilepsy	28	3.2	+ 12.0
Hearing Impairment	31	3.5	+ 24.0
Heart Disorder	44	5.0	0.0
Kidney Disorder	13	1.5	+ 63.0
Mobility Impairment	60	6.8	- 59.0
Speech Impediment	4	.5	0.0
Substance Abuse	109	12.3	+ 79.0
Visual Impairment	35	4.0	0.0
Perceived Disability	35	4.0	* * *
Other **	<u>321</u>	<u>36.0</u>	<u>+ 4.6</u>
	884		+ 3.2
II. Mental Disability	148		+ 17.5
III. Total Disabilities	1032		+ 5.0

* Note: These figures include cases that may be filed under another basis of discrimination as well, e.g., race, sex, etc.

** Note: Persons do not always identify the type of physical handicap.

*** This category was not captured in data systems in previous years.

AMENDMENTS TO THE ACT

Several recent amendments have been made to the Illinois Human Rights Act. Here are brief explanations of those changes.

P.A. 86-262: Provides expedited proceedings for those individuals who have been determined by the circuit court to be terminally ill and likely to die prior to the completion of the administrative process. Pursuant to court order, the Department must make a determination of whether or not substantial evidence of discrimination exists in the case and file a complaint of civil rights violation with the Human Rights Commission within 90 days of the charge being filed. If after 90 days, the Department has not concluded its processes, the Complainant has the right to file a complaint of civil rights violation directly with the Human Rights Commission any time within a period of 30 days which begins to run at the conclusion of the 90-day time period given to the Department. The Commission is also authorized to shorten its time periods in the handling of these cases. All Complainants still have a duty to file their charges of discrimination with the Department within 180 days of the occurrence of the discriminatory behavior upon which the charge is based (*Effective January 1, 1990*).

P.A. 86-0910: Makes the Illinois Human Rights Act reflect the new federal Fair Housing Amendments Act of 1988. Handicap accessibility standards for multifamily dwellings must be met after March 31, 1991, children 18 years of age cannot be excluded from any dwellings (with some exceptions for elderly housing), the handicapped must be allowed to modify premises, the Department must complete its processing of housing cases within 100 days of the charge and the Commission must complete their deliberations within one year of a charge being filed. Department attorneys will litigate cases before the Commission, parties have the option of having the Attorney General represent them before the courts, and significant civil penalties may be assessed for violations of the Act (*Effective September 11, 1989*).