

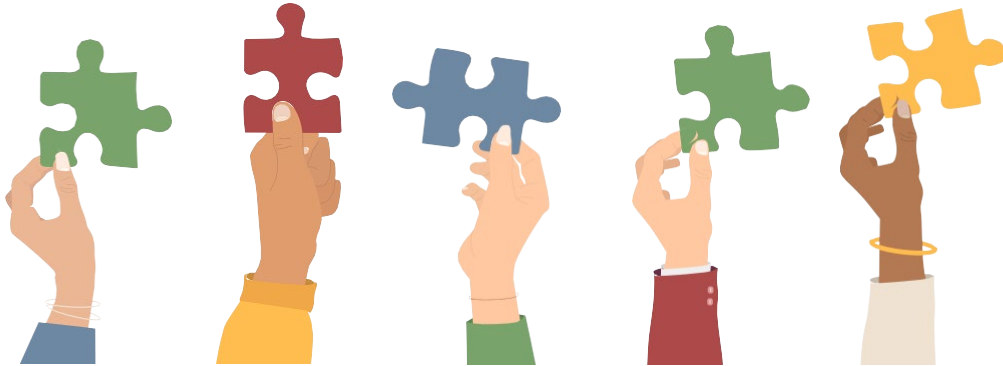
Diversity, Equity, Inclusion, & Accessibility Working Group

A Year in Review
2024



Office of Executive Inspector General
for the Agencies of the Illinois Governor

Introduction



The OEIG maintains an active internal Diversity, Equity, Inclusion, & Accessibility (DEIA) Working Group. This Working Group is comprised of OEIG employee volunteers from every division who work together to brainstorm, research, and implement steps to make the OEIG a more inclusive and equitable working environment that celebrates differences. The DEIA Working Group's focus areas include: 1) recruitment & hiring; 2) training; 3) mentorship & development; and 4) employee connection.

Although the OEIG has a DEIA Coordinator, the structure of the group is open to allow all members to share in the leadership and development of the Working Group. In this collaborative environment, we work to ensure that our methods for implementing our goals are thoughtful, grounded in research, and have been discussed and agreed upon by the group. While we continuously work toward setting and meeting goals, our accomplishments in 2024 are noteworthy.

For more information about the DEIA Working Group, please see the OEIG's website. It contains the DEIA Working Group's previous year-end reports, among other information. For a direct link to the DEIA Working Group page, click [here](#).

Highlights of the DEIA Working Group

Reestablished the internship program and hosted legal and investigative interns.

Updated OEIG position descriptions to ensure they are written with a focus on inclusivity.

Established an internal mentorship program that is open to all OEIG employees.

Standardized the onboarding of OEIG employees.

Expanded where the OEIG posts employment opportunities by over 50%.

Developed OEIG Connect – an internal, voluntary group that meets to discuss issues related to marginalized groups and identities.

Conducted office-wide surveys to obtain input and feedback about DEIA initiatives.

Researched and implemented best practices for employment policies, applications, and processes.

Hosted events to allow staff to share more of their identity and connect with each other.

Provided leadership training for managers.

Developed a New Employee Day for newer OEIG employees to connect and learn more about the OEIG's history.

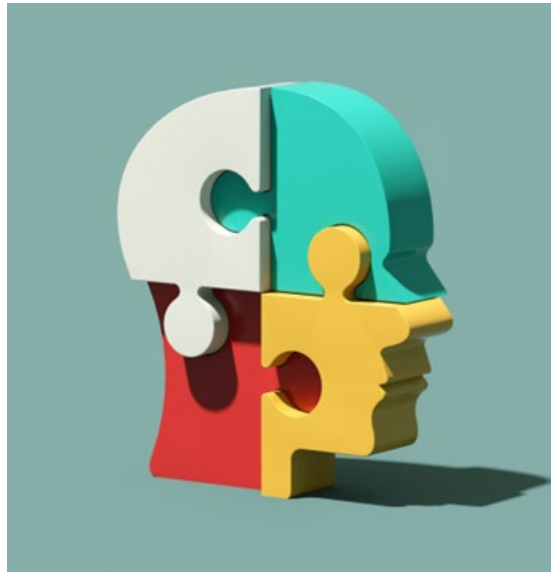
Attended job fairs to expand recruitment efforts.

Created strategic plans for the DEIA Working Groups.

Facilitated all-staff DEIA trainings.

Established a monthly bulletin of all important dates of recognition.

Recruitment & Hiring



During 2024, the Working Group continued to bring DEIA best practices to recruitment and hiring efforts. Specifically, the Working Group: hosted a New Employee Day; made updates to our website to accommodate persons with disabilities; reestablished the internship program; continued to cast a wide net for posting employment opportunities; and attended job fairs as part of recruitment efforts.

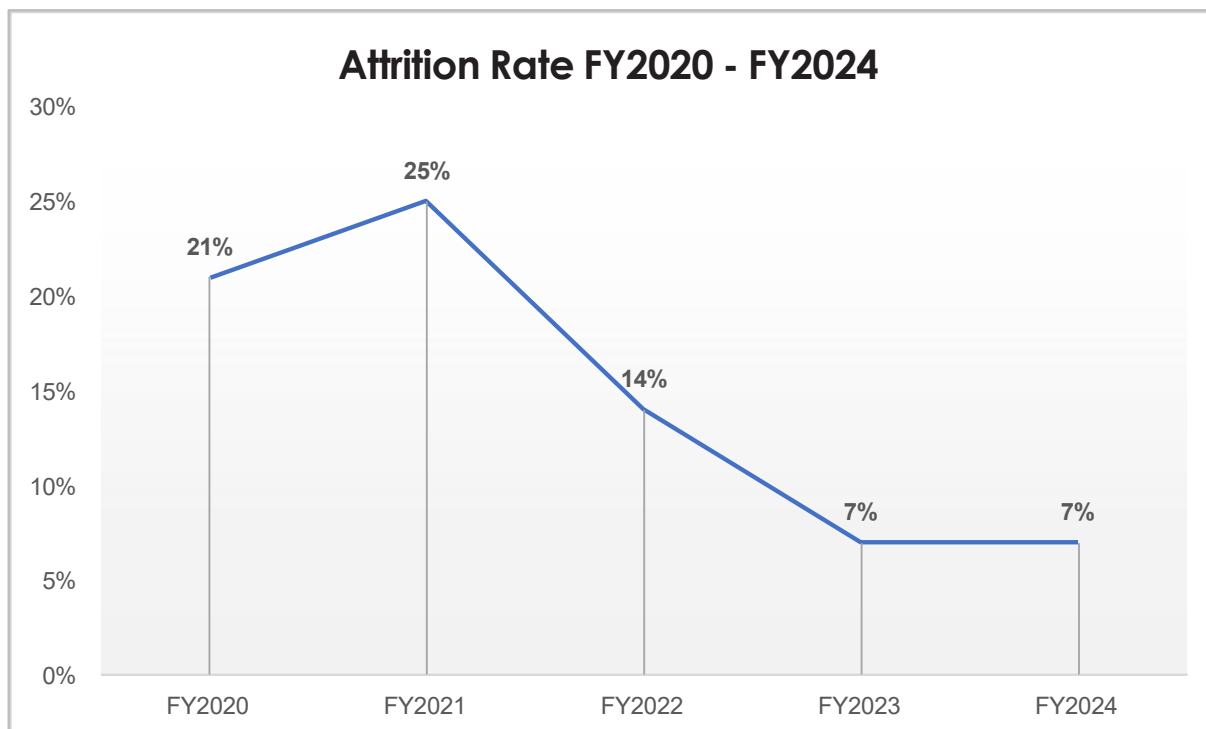
Below is more information about these projects.

- The Working Group outlined and implemented several components of the OEIG's internship program. In 2024, the OEIG hosted three investigative interns and a legal intern.
- The Working Group hosted its second New Employee Day. On November 7, 2024, the Working Group hosted newer employees for a half day of events. The focus of New Employee Day was to provide connection and integration in the office. Nine employees who started within the past year attended. The event included small group conversations with managers, a scavenger hunt with tasks aimed at learning about the office and interacting with coworkers, and a presentation regarding OEIG history.
- The Working Group discussed and brainstormed methods for recruiting new staff and members' attended job fairs.

- The Working Group incorporated feedback into the onboarding process. In 2022, the DEIA Working Group standardized the OEIG’s onboarding process to ensure a baseline of inclusive connection, among other things. In 2023, we surveyed new employees about the onboarding process. We had 12 new employee participants in the survey and received overall very positive feedback. Some suggestions were provided to improve the onboarding process, including to have HR check-in after the first three months to identify trainings that may be helpful and for supervisors to provide more explanation of some of the standard onboarding processes. These suggestions have been implemented.

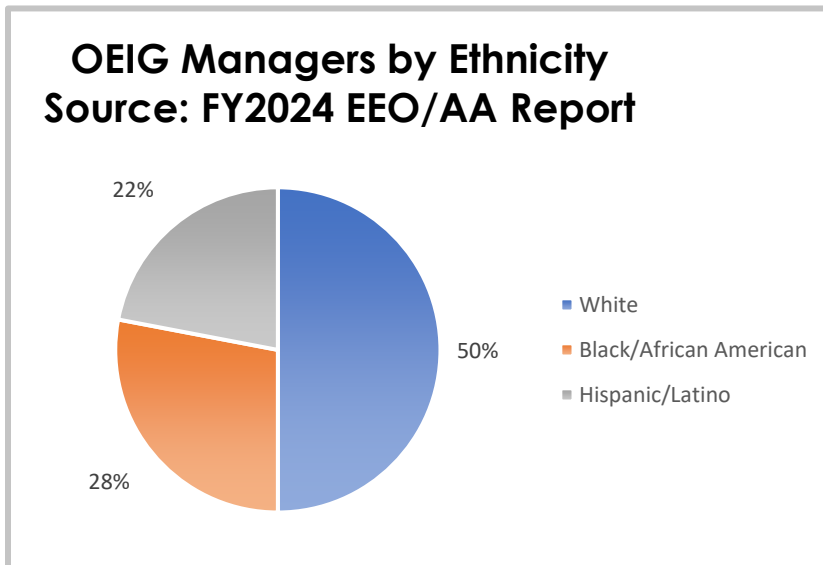
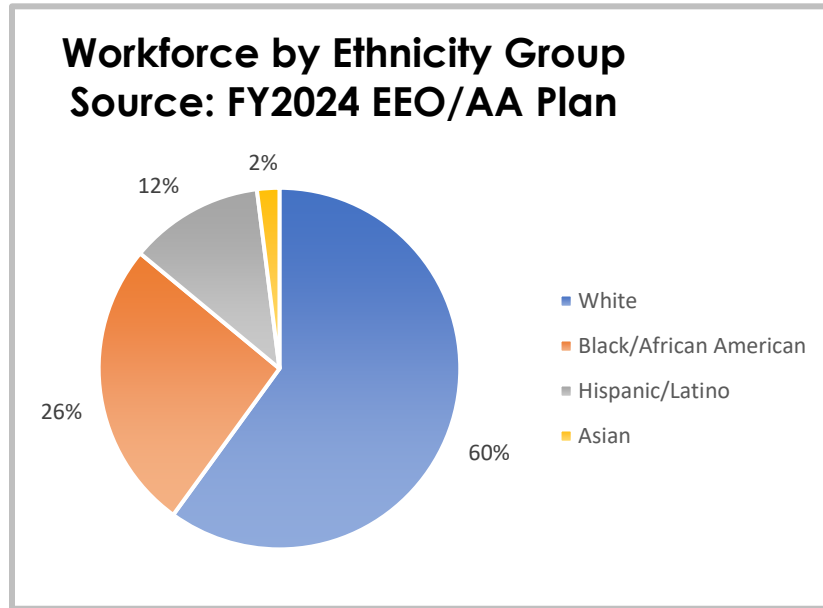
OEIG Attrition Rate

Over the past five years, the OEIG has made significant strides in improving employee retention, as evidenced by the steady decline in our attrition rate. By FY2022, attrition dropped to 14% and in both FY2023 and FY2024, we successfully maintained a low attrition rate of 7%. This positive trend underscores our commitment to retaining top talent and ensuring a stable and motivated workforce dedicated to upholding the integrity and mission of the office.



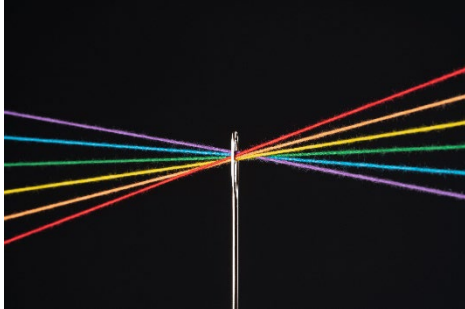
EEO/AA Report

In FY2024, our Equal Employment Opportunity/ Affirmative Action report reflected the following Equal Employment Opportunity categories set forth in Illinois law.



**This limited information is compiled for the EEO/AA report and was gathered for purposes of complying with state, federal, and equal employment opportunity laws. The OEIG acknowledges that these categories are not inclusive of all identities, including, but not limited to, where employees identify as one or more races.*

Training



The Working Group strives to bring trainings to our staff that challenge employees and educate them about important DEIA issues. We also want to ensure that training is not just a one-time experience, but an ongoing journey to a better understanding of these complex topics. As part of that goal, all new employees take an online Introduction to DEIA training to provide them with an introductory understanding of various DEIA

topics. In 2024, we also brought in outside speakers for all staff and for managers.

In February 2024, the DEIA Working Group hosted a Wellness Recovery Action Planning (WRAP) workshop presented by Nanette Larson, Deputy Director of Wellness & Recovery Services at the Illinois Department of Human Services. The training was designed to provide staff with tools to develop strategies to support their individual wellness. Participants learned six principles that work together to create a strong foundation of wellness and began to develop their own plan. The training was held in person on separate days in the Chicago and Springfield offices. Almost everyone in the office was able to attend this interactive workshop. After the workshop, the Working Group anonymously surveyed participants about their experience. Almost all respondents rated the training as “excellent.”

As discussed more below, because of the overwhelmingly positive feedback, the Working Group held a follow-up discussion to allow staff to further develop their individual wellness recovery action plans.

Also, during FY2024, the Working Group researched and facilitated training opportunities available through the Illinois Department of Human Rights. In 2024, the Illinois Department of Human Rights conducted the following three trainings for the OEIG:

- September 16, 2024. Two-hour training course for managers titled, “Adapting Your Leadership Style.” During this course, managers learned qualities of effective leadership and how to communicate constructively with employees.
- October 22 and 24, 2024. Two-hour, in-person training for all OEIG Staff regarding social and emotional intelligence. During this course, staff discussed qualities and tools for building social and emotional intelligence.
- November 18, 2024. Two-hour training course for managers titled, “Servant

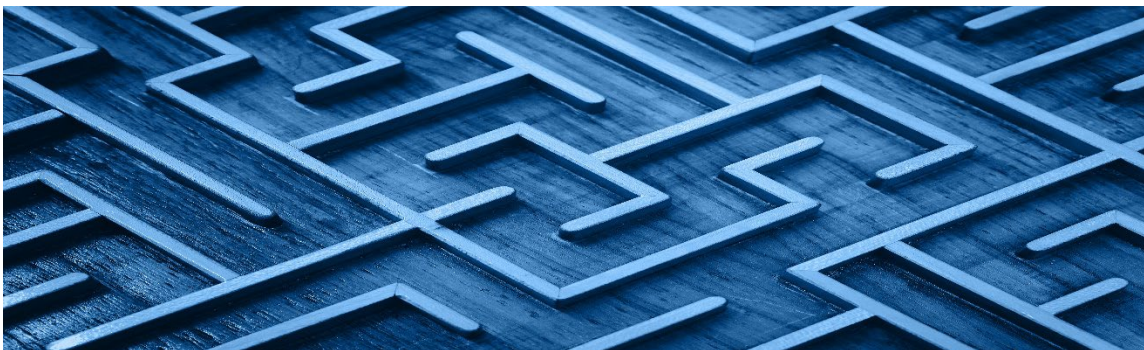
Leadership.” This course discussed focusing on the success of employees to build better professional relationships.

These trainings each focused on aspects designed to foster employee success and tailoring leadership to individual employee strengths.

Mentorship & Development

One-on-one mentorship	Open to all employees
The mentor and mentee are both OEIG employees	The program is designed based on the mentee's development goals

During 2024, the DEIA Working Group continued to maintain an internal mentorship program available to all OEIG employees. This internal, voluntary program works to provide support, guidance, development, leadership, and community for both mentees and mentors through one-on-one and group mentorship activities. The mentorship program is mentee-driven and designed to allow mentees to establish their own uniquely tailored developmental goals that can be achieved through one-on-one mentorship. The mentee and mentor are paired for a period lasting between six and nine months, depending on the goals and plan they develop.



Since the DEIA Working Group developed this program, it has received overwhelmingly positive feedback. Each year, mentees share how much they were able to develop and learn in the program and mentors share how rewarding the experience was for them. Here are a few quotes from the end-of-year survey about the program:



Employee Connection

The DEIA Working Group also continued to facilitate OEIG Connect— consisting of internal, voluntary meetings designed to discuss issues regarding marginalized groups and identities, such as race, gender, and ability. Before these discussions, the Working Group members leading the Connect meeting circulate questions and topics, articles, and/or podcasts for review. OEIG Connect was developed to create an open forum for employees to share their identities, hear from others, and be seen as their whole selves. OEIG Connect is part of the DEIA Working Group’s mission to build a community that talks openly and listens to other voices discussing topics related to diversity, equity, inclusion, and accessibility. All OEIG employees are invited to participate by listening or sharing and come together with the goal of connecting on a personal level with colleagues.

In February 2024, the Working Group hosted an OEIG Connect to facilitate an opportunity for staff to work on their individual Wellness Recovery Action Plan as a follow-up to the WRAP Workshop. During this OEIG Connect, participants were also given an opportunity to share their stressors and wellness tools.

Another way the Working Group fosters connection is through a monthly email. Each month, the DEIA Working Group circulates information regarding holidays, cultural events, and important dates of recognition. The goal of this distribution is to ensure our employees are seen and heard by recognizing and celebrating the diversity that makes our office great.

During 2024, the Working Group also held a heritage potluck for each office. The goal of the event was to provide an opportunity during the lunch hour for staff to share part of their identities through food. Staff could choose to bring their favorite home cooked food, comfort foods, or childhood foods to share their roots, culture, and interests. The Working Group collected recipes and the history behind each dish and shared that information with participants. Some foods that were shared included: Chin Chin, Laab, Pandebono, Irish Soda Bread, Tembleque, Ptasia Mleczko, pies, antipasto, tres leches cake, and candied yams. The Springfield office held its potluck in June and the Chicago office had the potluck in October.

Conclusion

The OEIG DEIA Working Group is proud of its work over this past year. As we move forward, we will continue to work collaboratively to foster diversity, equity, inclusion, and accessibility.

