



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

300 W. Adams Street • Suite 200 • Chicago, Illinois 60606 • (312) 793-8550

November 14, 2011

Dear Agency Director,

The Task Force on Inventorying Employment Restrictions Act [20 ILCS 5000] was created to review the statutes, administrative rules, policies, and practices that restrict employment of individuals with a criminal history, and to report to the Governor and the General Assembly those employment restrictions and their impact on employment opportunities. **This statute requires all state agencies to submit a report that describes restrictions for employment within the agency, in facilities licensed, regulated, supervised, or funded by the agency, and in occupations that the agency licenses or provides certifications to practice by November 1, 2011.** Thank you to the agencies that have already submitted reports.

For those agencies that have not yet completed their reports, the Task Force on Inventorying Employment Restrictions Act enumerates the specific information required to be reported by each agency. If you have additional questions regarding this reporting responsibility, please contact Idetta Phillips at (312) 793-8515. Your completed report may be submitted to the Task Force via e-mail at CJA.EmplRestrictions@Illinois.gov. ICJIA staff may be in contact if there are questions regarding your submissions.

All state agencies are also required to participate in an accounting of actual applicants who underwent criminal background checks, the number of applicants who were found disqualified, sought waiver, and were denied waiver. That report is due February 1, 2012, and may also be submitted by e-mail to CJA.EmplRestrictions@Illinois.gov.

The Task Force, with the assistance of Authority staff, will collate the state agency responses and its recommendations into a final report due to the Governor and General Assembly September 1, 2012. Information on Task Force meetings will be posted on the ICJIA website at www.icjia.state.il.us.

Thank you for your cooperation in the work of this Task Force.

Sincerely,

Jeffrey A. Shuck
Deputy General Counsel (Personnel)
Central Management Services
Task Force Chair

Jack Cutrone
Executive Director
Illinois Criminal Justice Information Authority
Task Force Member