

Governor's Disability Task Force Agency Plan (State As a Model Employer)

Louisiana Office of Financial Institutions (OFI) 1 Year Action Plan

- By 10/30/18 1. Include "Louisiana is a State as a Model Employer for People with Disabilities" in all job postings effective October 30, 2018. OFI's HR Director will work with Civil Service and hiring managers in an effort to qualify these individuals for vacancies and to provide interview opportunities.
- By 10/31/18 2. OFI SAME liaison will review planning documents from the task force and identify suggested actions not already a part of OFI's action plan for inclusion in OFI's action plan.
- By 12/1/18 3. OFI will communications to existing employees advising of the Governor's State as model employer task force and its goals.
- By 3/31/19 4. Human Resources will review agency policies and procedures regarding job postings, applications, interviews, and hiring procedures for terms, conditions, or processes that may limit full participation in application and hiring processes by persons with disabilities.
- By 3/31/19 5. Human Resources will review standard job postings/job description to ensure accuracy in description of qualifications and abilities (physical requirements, basic skills requirements, travel, etc.) required to ensure those necessary are disclosed in an adequate way to inform applicants.
- By 3/31/19 6. Human Resources will review current policies or procedures specifically related to hiring those with disabilities and accommodating employees with disabilities to ensure these are appropriate and adequate, and do not impose unnecessary restrictions, or are unclear.
- By 3/31/19 7. Human Resources will contact Civil Service regarding any instructions, recommendations, or activities that Civil Service has or engages in that relate to the hiring of the disabled when prospective applicants for OFI positions are vetted by Civil Service.
- By 3/31/19 8. Human Resources will review current mechanism for advertising agency job opportunities, and advise if other mechanisms exist, and whether other available options would inform more disabled persons of agency job opportunities.
- By 3/31/19 9. Human Resources will meet with the Louisiana Rehabilitation Services designated Point of Contact to identify resources and services that may assist OFI in recruitment efforts targeting people with disabilities. OFI will attempt to better identify individuals with disabilities in its current workforce both to provide a better employment experience to those individuals and to assess the need for action and identify progress under this plan.
- By 5/30/19 10. Provide the Louisiana Rehabilitation Services contact with notification emails of current job postings.

- By 6/30/19 11. As part of regular presentations to agency staff, Human Resources will discuss the importance of employee participation in the annual Survey for State Employees as conducted by the SAME Task Force to increase employee participation in this process for the next year's survey. [Due to the fact that only 30.8% of OFI's workforce participated in the survey and the broad definition of "disability" used, it is believed that the number of current OFI employees who would meet the definition of disabled is under-represented in the survey results].
- By 9/1/19 12. Present recommended action plan results to OFI's Administrative Program Director for consideration and implementation.
13. Provide training to all employees regarding disability awareness and disability etiquette.

OFI reserves the right to revise and customize components of this 1 Year Plan.

Louisiana State As a Model Employer Survey Data September 30, 2019

OFI	2018		2019		Participating State Agencies	2018		2019	
	Participants	Employees=	Participants	Employees=		Participants	Employees=	Participants	Employees=
Participants	28	30.8%	20	21.5%	9281	28.2%	36395	35330	26.3%
Yes - Disability	4	4.4%	7	7.5%	1953	5.5%			5.5%
Physical	0	0.0%	2	2.2%	459	1.4%			1.3%
Intellectual	0	0.0%	0	0.0%	67	0.1%			0.2%
Behavioral	0	0.0%	0	0.0%	620	1.7%			1.8%
Sensory	0	0.0%	1	1.1%	250	0.6%			0.7%
Disease	4	4.4%	4	4.3%	861	2.3%			2.4%
doesn't want to report disability type	0	0.0%	0	0.0%	95	0.3%			0.3%
affects A Great Deal			0	0.0%	64				0.2%
affects A Lot			0	0.0%					
affects A Moderate Amount			1	1.1%	129				0.4%
affects A Little			3	3.2%	434				1.2%
affects None At All			3	3.2%	684				1.9%
SSDI yes			0	0.0%	607				1.7%
SSDI no			5	5.4%	362				1.0%
SSDI unsure			2	2.2%	923				2.6%
No - Disability	21	23.1%	11	11.8%	640				1.8%
Does not want to disclose	3	3.3%	2	2.2%	7703	21.2%		6879	19.5%
					552	1.5%		449	1.3%

Percentages are based on the total number of employees reported by the agency/agencies.

The sum of the numbers listed in the categories of disabilities may be greater than the number listed in the Yes- Disability category due to respondents listing more than one disability category.

State Agencies included Office of the Governor, Division of Administration, Board of Regents, Children & Family Services, Coastal Protection and Restoration Authority, Culture, Recreation & Tourism, Economic Development, Louisiana Dept. of Education, Environmental Quality, Department of Health, Gov. Office Homeland Security & Emergency Preparedness, Insurance, Louisiana Workforce Commission, Natural Resources, Office of Financial Institutions, Dept. of Public Safety & Corrections, Louisiana Dept. of Revenue, Secretary of State, State Civil Service, Dept. of Transportation & Development, Louisiana Dept. of Veterans Affairs, Wildlife & Fisheries and Louisiana Community & Technical College System.