



Illinois Department of Commerce & Economic Opportunity

JB Pritzker, Governor

March 6, 2025

Governor JB Pritzker
Members of the General Assembly Illinois
State Capitol Building
401 S. 2nd Street
Springfield, IL 62701

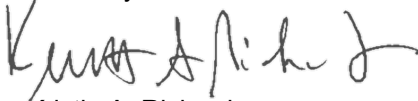
Dear Governor Pritzker and Members of the General Assembly:

As required by the State Services Assurance Act (5 ILCS 382/), the Department of Commerce and Economic Opportunity is reporting its bilingual employees. The Act requires agencies to report frontline bargaining unit bilingual employees, which includes employee name, job title, job description and language(s) spoken.

Employee	Job Title	Job Description	Additional Language Spoken
Tony DeAssuncao	Manpower Planner 3 SS	Performs rapid response and layoff aversion duties associated with the Workforce Investment and Trade Act Programs. Conducts on-site meetings with employers initiating or contemplating reductions in their labor force and provides rapid response or layoff aversion services authorized by the United States Department of Labor. Organizes and conducts outreach activities to partner organizations such as local chambers, community-based organizations, economic development corporations and other associated entities. Utilizes Spanish speaking skills to communicate workforce information for clients.	Spanish
Maria Delmar Gallardo	Executive 2 SS	Organizes, plans, and directs the Energy Assistance programs; develops plans and program developments; establishes program grants; conducts management review and analysis of reports, plans, studies, and proposals. Translates information into Spanish for people who cannot read or understand English.	Spanish
Claudia Gomez	Admin Assistant 2, Opt. SS	Under general direction of the Deputy Director, serves as confidential staff assistant performing a variety of sensitive and controversial non-recurring staff functions for the manager; makes recommendations in the conceptualization, development and implementation of new programs; represents the Deputy Director to facilitate the execution of goals and objectives; coordinates and consolidates information for budget; drafts sensitive and confidential letters, documents and reports; utilizes Spanish speaking skills to converse in Spanish with telephone calls from businesses or through written correspondence for the bureau; attends meetings for the Assistant Deputy Director. Assists other bureaus as assigned by supervisor.	Spanish

Sindi Palomino	Admin Assistant 2, Opt. SS	Under administrative direction of the Deputy Director for the Office of Economic Equity & Empowerment (OEEE), effectuates the administration and coordination of OMEE programs with respect to planning and implementation. Acts as confidential assistant in administrative operations dealing with sensitive and controversial activities and ensures agency policies and procedures are followed.	Spanish
Furlong, Grizelda (Grace)	Admin Assistant 2, Opt. SS	The Office of Human Resources supports the Illinois Department of Commerce and Economic Opportunity (DCEO) by ensuring the agency and its employees have the resources they need to attract, maintain, and grow businesses as well as a skilled workforce throughout the state of Illinois. The Administrative Assistant II is a key role within the office of Human Resources responsible for providing direction and support for a variety of HR processes, including utilizing Spanish language skills to communicate to the public at both career fairs and the filling of vacancies process.	Spanish

Sincerely,



Kristin A. Richards
Director