



Illinois Department of Commerce & Economic Opportunity

JB Pritzker, Governor

March 5, 2026

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

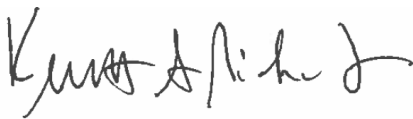
Dear Governor Pritzker and Members of the General Assembly:

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
Yohao Bao Benitez	Economic Development Representative 2, Opt. SS	Performs economic and community development activities by providing assistance to entrepreneurs and small business owners interested in launching and growing a business in Illinois in both Spanish and English. Develops and fosters contacts (Liaisons) at state, federal, and local government units as assigned to gather and maintain current information on small business regulations, licensing, permitting, etc. Studies and conducts research on small business policy, regulatory requirements, permits, licenses, and resources, including but not limited to business financing, grants, tax incentives, and training. Constantly works to improve information delivery and small business assistance using technology and consistency in messaging in both Spanish and English. Attends staff meetings and travels to attend conferences, workshops, and institutes to gain technical experience in information technologies and economic and community development techniques.	Spanish
Maria Delmar Gallardo	Executive 2, Opt. 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	Makes recommendations in the conceptualization, development and implementation of new programs and procedures effective the operations of the Bureau of Regional Economic Development. As a staff assistant, works as a representative of the Deputy Director with other administrative management staff with the agency and other state agencies to facilitate the execution of goals and objectives. represents the Deputy Director to facilitate the execution of goals and objectives. Coordinates and consolidates information for budget, staffing and program reports, plans and proposals. Drafts sensitive and confidential letters, documents and reports. Converses in Spanish with telephone calls from businesses. Attends meetings for the Deputy Director.	Spanish
Sindi Palomino	Admin Assistant 2, Opt. SS	Confers with the office staff on program policy and interpretation issues, recommends procedures for the operation and application of agency policies. Develops and implements policies and procedures to support the office's goals and objectives. Manages the office's budget, develops and implements through the Deputy Director's directives all fiscal and budgetary issues. Serves as the liaison to the Agency's human resources office. Provides support to businesses in Spanish and assists with events and programs. Provides oversight and assistance to support staff in carrying out responsibilities. Directs and coordinates with office staff the implementation of programmatic reports and studies regarding programs and operations.	Spanish
Furlong, Grizelda (Grace)	Admin Assistant 2, Opt. SS	Independently performs a variety of highly responsible staff assignments. Creates, maintains, tracks, and distributes DCEO HR reports and data. Assists the HR Transactions Specialist. Assists the hiring team with filling vacancies and Career Fairs. Facilitates and oversees the employee evaluation process for the agency. Oversees employee training for the agency. Provides assistance to the general public and employees regarding Human Resources general information.	Spanish

Sincerely,



Kristin A. Richards
Director