

State of Louisiana
Department of Revenue

JOHN BEL EDWARDS
Governor



KIMBERLY LEWIS ROBINSON
Secretary

Louisiana Department of Revenue
SAME Agency Plan 2021
November 30, 2020

On March 19, 2018, Governor John Bel Edwards issued Executive Order Number 18-08 establishing the State as a Model Employer (SAME) Task Force to study and provide recommendations to the goal of increasing employment of people with disabilities by state agencies. This Executive Order also directed each state agency that reports to the Governor to do the following:

- A. Designate a staff person responsible for overseeing the agency's initiatives relative to the order,
- B. Implement strategies for employment of people with disabilities,
- C. Increase awareness of the state's disability supports and services through Louisiana Rehabilitation Services (LRS),
- D. Ensure continued development and implementation of policies, strategies and services, and
- E. Submit a plan by November 30, 2020 describing strategies and policies adopted by the agency, as well as progress in implementing items A, B and C.

In accordance with the Executive Order, the Louisiana Department of Revenue (LDR) has created the following plan to develop policies and strategies aimed at increasing and retaining employment of people with disabilities within LDR and our ancillary agencies, Office of Charitable Gaming, Louisiana Tax Free Shopping and the Office of Alcohol and Tobacco.

The SAME Task Force report established the goal of 7% of each agency's workforce be comprised of persons living with a disability. In order to determine LDR's current number of employees with disabilities, agency employees participated in a survey requesting state employees to self-report whether they have a disability. The summarized survey report for LDR states 9.5% of employees responding to the survey have a disability. The initiatives below were developed to ensure that LDR will meet the task force goal as well as improve our ability to recruit and retain the best employees for the state of Louisiana, including those living with disabilities.

- I. Completion of Items Defined in Section 5: A, B, and C of the Executive Order
 - a. Brandi Conway, Human Resources Manager, has been designated as the agency staff person responsible for initiatives relative to the Order;
 - b. LDR initiated implementation of several strategies for increasing employment of people with disabilities outlined in section II of this plan; and

Contributing to a better quality of life.

617 North Third Street, Post Office Box 66378, Baton Rouge, Louisiana 70896
Telephone (225) 219-2020 • Fax (225) 219-0867
www.revenue.louisiana.gov

- c. The agency designee and HR staff partnered with LRS staff to begin identifying available support and services and developed methods for increasing awareness of these programs as outlined in section II of this plan.
- II. LDR Initiatives implemented to Increase Employment of People with Disabilities
 - a. Recruitment
 - i. Identified contacts at secondary education institutions to discuss strategies to increase recruitment opportunities for students with disabilities through tools such as student positions, internships, and job boards by January 1, 2020;
 - ii. Developed training for hiring managers regarding skills and resources for interviewing people with disabilities by April 30, 2020;
 - iii. Coordinated with LRS designated Point of Contact to recruit LRS Clients for potential RUSH employment by November 15, 2019 for the RUSH 2020 season.
 - b. Retention
 - i. Provide a "Message from the Secretary" in the form of a Memorandum to be distributed Agency Wide regarding the SAME Initiative and why we're doing this by October 1, 2020;
 - ii. Provide training to all managers regarding working with people with disabilities from the Windmills Training by October 30, 2020.
- III. LDR Initiatives to Implement for 2021
 - a. Recruitment
 - i. Meet with contacts at secondary education institutions to identify ways to increase recruitment contacts with students with disabilities through tools such as student positions, internships, and job boards tentatively by March 1, 2021;
 - ii. Implement training for hiring managers regarding skills and resources for interviewing people with disabilities by September 30, 2021;
 - iii. Coordinate with LRS designated Point of Contact to recruit LRS Clients for potential RUSH employment by December 1, 2020 for the RUSH 2021 season.
 - b. Retention
 - i. Provide a "Message from the Secretary" in the form of a Memorandum to be distributed Agency Wide regarding the SAME Initiative and why we're doing this prior to survey release in 2021;
 - ii. Develop online training to all managers regarding working with people with disabilities from the Windmills Training by October 30, 2021.

*Due to COVID, we have moved our initiatives to 2021 in anticipation that we will return to face to face interaction. If not, we will do our best to complete our initiatives virtually. Human Resources will continue to develop and implement these strategies throughout the plan year to ensure that LDR is progressing toward the goal of being a Model Employer for people with disabilities.

Louisiana Department of Revenue	2020		2019		2018	
	Employees=	727	Employees=	726	Employees=	727
Participants	410	56.4%	495	68.2%	305	42.0%
Yes - Disability	69	9.5%	81	11.2%	46	6.3%
Physical	9	1.2%	9	1.2%	10	1.4%
Intellectual	4	0.6%	2	0.3%	2	0.3%
Behavioral	23	3.2%	1	0.1%	14	1.9%
Sensory	5	0.7%	9	1.2%	5	0.7%
Disease	35	4.8%	45	6.2%	18	2.5%
doesn't want to report disability type	4	0.6%	4	0.6%	2	0.3%
No - Disability	318	43.7%	380	52.3%	238	32.7%
<i>Does not want to disclose</i>	23	3.2%	34	4.7%	21	2.9%
SSDI yes	6	0.8%	13	1.8%		
SSDI no	38	5.2%	39	5.4%		
SSDI unsure	25	3.4%	29	4.0%		
affects work A Great Deal	2	0.3%	1	0.1%		
affects work A Lot	1	0.1%	2	0.3%		
affects work Moderately	12	1.7%	16	2.2%		
affects work A Little	25	3.4%	30	4.1%		
affects work None At All	29	4.0%	32	4.4%		
affects life A Great Deal	3	0.4%				
affects life A Lot	6	0.8%				
affects life Moderately	8	1.1%				
affects life A Little	28	3.9%				
affects life None At All	24	3.3%				

