

EEOP Utilization Report



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Step 1: Introductory Information

Grant Title:	BJA FY14 Edward Byrne Grant Memorial (JAG) Program: Local	Grant Number:	2014-DJ-BX-1079
Grantee Name:	City of Hemet	Award Amount:	\$31,039.00
Grantee Type:	Local Government Agency		
Address:	445 E. Florida Avenue Hemet, California 92543		
Contact Person:	Shirley Johnson	Telephone #:	951-765-2409
Contact Address:	450 E. Latham Avenue Hemet, California 92543		
DOJ Grant Manager:	Zephyr R. Fraser	DOJ Telephone #:	202-616-0416

Policy Statement:

Effective July 1981, in compliance with the City Council's action which commits the City of Hemet to an Affirmative Action Program in accordance with the Equal Opportunity Act of 1972, the City Manager of the City of Hemet hereby accepts the responsibility and fully supports a policy on non-discrimination and equal opportunity in the city.

This is to say, that this city will not discriminate in personnel policies regarding the selection, transfer, promotion, termination, compensation or other benefits on the basis of race, creed, national origin, color, religion, age, physical handicaps, or whether or not the persons are male or female.

Equal opportunity, however, will only be achieved through leadership and aggressive implementation of a viable Affirmative Action Program. It is incumbent that leadership be demonstrated at all levels of management and supervision. Each employee of this city will have the responsibility of demonstrating a positive attitude, as well as good faith effort in accomplishing city goals. Administrative responsibility for this vital program is delegated to the City Manager.

Each employee will make a maximum effort in carrying out this program of fair play. In complying with the Affirmative Action goals, it will be the practice of this city to keep an open door policy to the Affirmative Action Advisory Board of the City of Hemet.

Step 4b: Narrative Underutilization Analysis

The current Utilization Analysis Chart shows underutilization in the following areas:

White and Hispanic females in Sworn Patrol Officer positions and Non-Sworn positions

Hispanic and Asian males in Non Sworn positions

White and Hispanic males in Administrative Support positions

Hispanic Males in Skilled Craft positions

The City has shown significant improvement in utilization in the following areas:

White females in Officials/Administrators, Professional, and Technician positions

Hispanic females in Technician positions

Hispanic males in Officials/Administrators

Step 5 & 6: Objectives and Steps

1. Target Asian Males for Non-Sworn Positions

a. To target Asian males for Non-Sworn positions the Human Resources Department plans to participate in job fairs and career days at large local public high schools (Hemet High, Taquitz High, West Valley High, San Jacinto High) as well as local community colleges (Mt San Jacinto and Riverside Community). This participation will begin when economically feasible.

2. Target White and Hispanic Males for Administrative Support Positions

a. To target White and Hispanic males for Administrative Support positions the Human Resources Department plans to participate in job fairs and career days at large local public high schools (Hemet High, Taquitz High, West Valley High, San Jacinto High) as well as local community colleges (Mt San Jacinto and Riverside Community). This participation will begin when economically feasible.

3. Target Hispanic Males for Skilled Craft Positions

a. To target Hispanic males for Skilled Craft positions the Human Resources Department plans to participate in job fairs and career days at large local public high schools (Hemet High, Taquitz High, West Valley High, San Jacinto High) as well as local community colleges (Mt San Jacinto and Riverside Community). This participation will begin when economically feasible.

4. Target White and Hispanic Females for Both Sworn and Non-Sworn Positions

a. To target White and Hispanic females for both Sworn and Non-Sworn positions the Human Resources Department plans to participate in job fairs and career days at large local public high schools (Hemet High, Taquitz High, West Valley High, San Jacinto High) as well as local community colleges (Mt San Jacinto and Riverside Community). This participation will begin when economically feasible.

Step 7a: Internal Dissemination

Send an email to employees to inform them that a copy of the EEOP Short Form is available on the City's website.

Step 7b: External Dissemination

Post a copy of the EEOP Short Form on the City's public website.

Utilization Analysis Chart
Relevant Labor Market: Riverside County, California

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Officials/Administrators																
Workforce #/%	7/27%	3/12%	1/4%	0/0%	0/0%	0/0%	0/0%	1/4%	13/50%	1/4%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	29,560/41%	8,990/12%	1,685/2%	240/0%	2,575/4%	50/0%	575/1%	265/0%	16,815/23%	7,315/10%	1,420/2%	145/0%	1,850/3%	160/0%	189/0%	235/0%
Utilization #/%	-14%	-1%	2%	-0%	-4%	-0%	-1%	3%	27%	-6%	-2%	-0%	-3%	-0%	-0%	-0%
Professionals																
Workforce #/%	5/29%	0/0%	2/12%	0/0%	0/0%	0/0%	0/0%	0/0%	9/53%	1/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	26,050/27%	7,185/7%	2,570/3%	245/0%	5,115/5%	70/0%	610/1%	310/0%	32,820/34%	11,395/12%	3,775/4%	280/0%	5,610/6%	345/0%	750/1%	460/0%
Utilization #/%	3%	-7%	9%	-0%	-5%	-0%	-1%	-0%	19%	-6%	-4%	-0%	-6%	-0%	-1%	-0%
Technicians																
Workforce #/%	1/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/33%	1/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	4,030/27%	1,960/13%	310/2%	25/0%	755/5%	0/0%	84/1%	25/0%	3,085/21%	2,510/17%	680/5%	40/0%	1,155/8%	45/0%	85/1%	90/1%
Utilization #/%	6%	-13%	-2%	-0%	-5%	0%	-1%	-0%	13%	16%	-5%	-0%	-8%	-0%	-1%	-1%
Protective Services: Sworn-Officials																
Workforce #/%	14/88%	1/6%	0/0%	0/0%	1/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	7,290/43%	4,530/27%	1,140/7%	135/1%	270/2%	4/0%	95/1%	65/0%	1,500/9%	1,085/6%	415/2%	4/0%	45/0%	20/0%	95/1%	80/0%
Utilization #/%	44%	-21%	-7%	-1%	5%	-0%	-1%	-0%	-9%	-6%	-2%	-0%	-0%	-0%	-1%	-0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	24/50%	14/29%	1/2%	0/0%	1/2%	0/0%	0/0%	4/8%	3/6%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	24,800/21%	24,650/21%	3,370/3%	319/0%	3,365/3%	180/0%	1,094/1%	610/1%	22,700/19%	26,485/22%	4,710/4%	290/0%	3,385/3%	315/0%	965/1%	805/1%
Utilization #/%	29%	8%	-1%	-0%	-1%	-0%	-1%	8%	-13%	-20%	-4%	-0%	-3%	-0%	-1%	-1%
Protective Services: Non-sworn																

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Workforce #/%	35/76%	5/11%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	3/7%	1/2%	0/0%	0/0%	1/2%	0/0%	0/0%	1/2%
CLS #/%	160/26%	110/18%	10/2%	0/0%	60/10%	0/0%	0/0%	0/0%	140/22%	110/18%	0/0%	0/0%	0/0%	20/3%	14/2%	0/0%
Utilization #/%	50%	-7%	-2%	0%	-10%	0%	0%	0%	-16%	-15%	0%	0%	2%	-3%	-2%	2%
Administrative Support																
Workforce #/%	2/5%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	27/68%	11/28%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	35,155/18%	25,325/13%	4,500/2%	230/0%	4,475/2%	375/0%	775/0%	790/0%	61,275/31%	47,980/24%	7,320/4%	755/0%	6,655/3%	210/0%	1,470/1%	1,270/1%
Utilization #/%	-13%	-13%	-2%	-0%	-2%	-0%	-0%	-0%	37%	3%	-4%	-0%	-3%	-0%	-1%	-1%
Skilled Craft																
Workforce #/%	34/65%	13/25%	2/4%	0/0%	2/4%	0/0%	0/0%	0/0%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	25,240/35%	39,565/55%	1,700/2%	225/0%	1,470/2%	85/0%	330/0%	720/1%	1,030/1%	1,460/2%	60/0%	25/0%	250/0%	0/0%	30/0%	0/0%
Utilization #/%	30%	-30%	1%	-0%	2%	-0%	-0%	-1%	0%	-2%	-0%	-0%	-0%	0%	-0%	0%
Service/Maintenance																
Workforce #/%	7/50%	7/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	32,730/15%	79,925/36%	4,715/2%	235/0%	5,325/2%	550/0%	975/0%	1,595/1%	27,275/12%	54,070/25%	4,625/2%	420/0%	5,695/3%	420/0%	880/0%	970/0%
Utilization #/%	35%	14%	-2%	-0%	-2%	-0%	-0%	-1%	-12%	-25%	-2%	-0%	-3%	-0%	-0%	-0%

Significant Underutilization Chart

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Protective Services: Sworn-Patrol Officers									4	4						
Protective Services: Non-sworn					4				4	4						
Administrative Support	4	4														
Skilled Craft		4														

Law Enforcement Category Rank Chart

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Chief																
Workforce #/%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Deputy Chief																
Workforce #/%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Lieutenant																
Workforce #/%	3/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Sergeant																
Workforce #/%	9/82%	1/9%	0/0%	0/9%	1/9%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	24/50%	14/29%	1/2%	0/2%	1/2%	0/0%	0/0%	4/8%	3/6%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%

I understand the regulatory obligation under 28 C.F.R. § 42.301-.308 to collect and maintain extensive employment data by race, national origin, and sex, even though our organization may not use all of this data in completing the EEOP Utilization Report.

I have reviewed the foregoing EEOP Utilization Report and certify the accuracy of the reported workforce data and our organization's employment policies.

Kaura Ireland HR Manager 11/26/14
[signature] [title] [date]