

NYE COUNTY AGENDA INFORMATION FORM

Action
 Presentation
 Presentation & Action

Department: Human Resources		Agenda Date:	
Category: Regular Agenda Item		August 6, 2019	
Contact: Danelle Shamrell		Phone: (775) 482-7242	Continued from meeting of:
Return to:	Location:	Phone:	
Action requested: (Include what, with whom, when, where, why, how much (\$) and terms) <p>Discussion and deliberation to adopt, amend and adopt, or reject Nye County Resolution No. 2019-25: A Resolution Adopting the Nye County Equal Employment Opportunity Plan.</p>			
Complete description of requested action: (Include, if applicable, background, impact, long-term commitment, existing county policy, future goals, obtained by competitive bid, accountability measures) <p>An EEOP (Equal Employment Opportunity Plan) is a workforce report that some organizations must complete as a condition for receiving Justice Department funding authorized by the Omnibus Crime Control and Safe Streets Act of 1968. The EEOP's purpose is to ensure that recipients of financial assistance from the Justice Department are providing equal employment opportunities to men and women regardless of sex, race or national origin. Federal regulations establishing the EEOP requirement also link a diverse workforce to effective law enforcement:</p> <p>The experience of the [Justice Department] in implementing its responsibilities under the Omnibus Crime Control and Safe Streets Act of 1968, as amended, . . . has demonstrated that the full and equal participation of women and minority individuals in employment opportunities in the criminal justice system is a necessary component to the Safe Streets Act's program to reduce crime and delinquency in the United States. 28 C.F.R. § 42.301.</p> <p>Justice Department regulations pertaining to the development of a comprehensive EEOP can be found at <u>28 C.F.R. § 42.301-.308.</u></p> <p>Any information provided after the agenda is published or during the meeting of the Commissioners will require you to provide 20 copies: one for each Commissioner, one for the Clerk, one for the District Attorney, one for the Public and two for the County Manager. Contracts or documents requiring signature must be submitted with three original copies.</p>			
Expenditure Impact by FY(s): (Provide detail on Financial Form) <p style="text-align: right;"><input type="checkbox"/> No financial impact</p>			

Routing & Approval (Sign & Date)

1. Dept	Date	6.	Date
2.	Date	7. HR <i>D. Shamrell</i>	Date 7-23-2019
3.	Date	8. Legal	Date 07-24-19
4.	Date	9. Finance	Date
5.	Date	10. County Manager	Date

Place on Agenda

ITEM # 37

1 **NYE COUNTY RESOLUTION NO. 2019-25**

2 **A RESOLUTION ADOPTING THE NYE COUNTY EQUAL EMPLOYMENT OPPORTUNITY**
3 **PLAN**

4 WHEREAS, pursuant to the authority granted by the Department of Justice, Office of Civil
5 Rights and the Omnibus Crime Control and Safe Streets Act of 1968 28 C.F.R. 42.301 authorizes and
6 directs the County Manager to adopt the Equal Employment Opportunity Plan (EEOP), subject to the
7 advice and consent of the Board; and

8 WHEREAS, the County Manager has submitted an Equal Employment Opportunity Plan for
9 approval by the Board; and

10 WHEREAS, the Board, due to its review of the Equal Employment Opportunity Plan, is
11 convinced that adoption of the Plan is in the best interests of the employees and residents of the County.

12 NOW THEREFORE, it is hereby resolved as follows:

- 13 1. The Equal Employment Opportunity Plan (EEOP) submitted by the County Manager hereby
14 is adopted for Nye County.
- 15 2. The County Manager is directed to take every step necessary to assure that the provisions of
16 the Plan are fully implemented.
- 17 3. Every department head, whether elected or administratively appointed, shall be responsible
18 for his or her department's compliance with the Plan.

19 APPROVED this 6th day of August 2019.

20 NYE COUNTY
21 BOARD OF COUNTY COMMISSIONERS:

ATTEST:

22 _____
23 John Koenig, Chairman

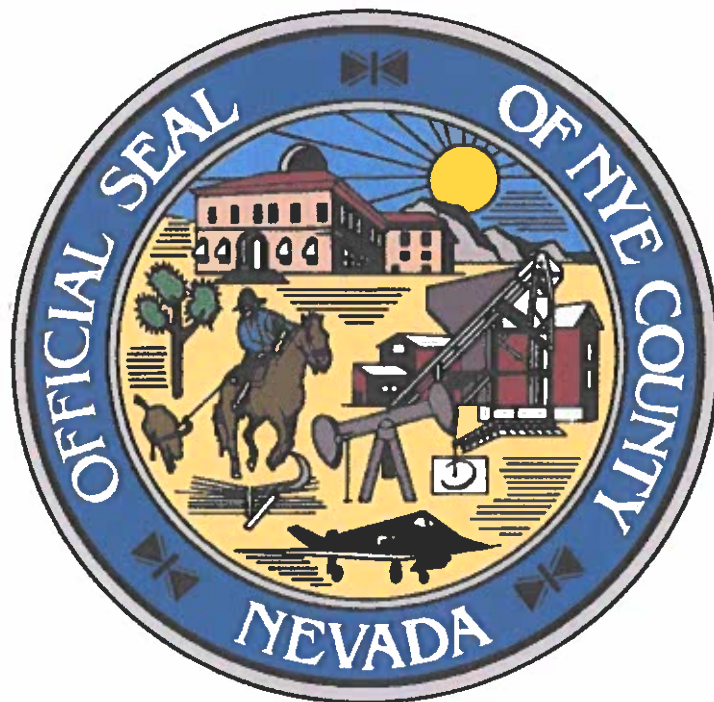
22 _____
23 Sandra L. Merlino, Nye County Clerk
24 And Ex-Officio Clerk of the Board

Nye County

Human Resources Department
2100 E. Walt Williams Drive, Ste 110
Pahrump, NV 89048
Phone: (775) 751-6301
FAX: (775) 751-6301

Revised: 07/01/2019

EQUAL EMPLOYMENT OPPORTUNITY PLAN



Nye County's strategy is to implement and maintain an effective plan to ensure the full and equal participation of men and women in the workforce, regardless of race and ethnicity. It is also against Nye County's policy to discriminate based on religion, disability, age, national origin or sexual orientation.

Equal Employment Opportunity Plan – Nye County

It is the policy of Nye County and the Town of Pahrump, to ensure equal employment opportunity for all employees. This commitment includes a mandate to promote and afford equal treatment and services to the public, employees and County representatives, and to ensure equal employment opportunity based on ability and fitness to all persons regardless of race, religion, color, creed, national origin, sex, marital status, age, gender identity or expression, sexual orientation, political affiliation, or the presence of any sensory, mental, or physical disability unless such disability prevents the performance of the essential duties required of the position and which are bona fide occupational qualifications that cannot be accommodated without undue hardship.

Nye County will follow this policy in recruitment, hiring, training and promotion into all classifications, compensation, benefits, transfers, assignments, shifts, layoffs, returns from layoff, demotions, terminations, educational leave, social and recreational programs, and use of Nye County's facilities.

It is not the intent of this policy to permit or require the lowering of bona fide job requirements or qualification standards in order to give preference to any employee or applicant for employment. Selection, hiring, placement and promotion decisions will be based on valid requirements and criteria that are job related, essential and necessary functions of the job.

Nye County will provide, when necessary, reasonable accommodations to applicants' and/or employees' disabilities, when doing so will enable them to successfully perform the essential functions of the job for which they are qualified.

Nye County prohibits retaliatory actions against employees or applicants for employment, who make a charge of employment discrimination, testify, assist or participate, in any manner, in a hearing, proceeding or investigation of employment discrimination.

The purpose of the Equal Employment Opportunity Plan (EEOP) is to identify organizational components and job categories within Nye County's workforce, which includes the employees of the unincorporated town of Pahrump. in which minorities and women are not represented in proportion to their availability in the labor force, and to devise and implement strategies to achieve equitable representation.

Nye County is an equal opportunity employer and believes that every employee has the right to work in surroundings which are free from all forms of unlawful discrimination.

Affirmative Action

It is the policy of Nye County to be fair and impartial in all of its relations with employees and to recognize the dignity of the individual. Nye County seeks to attain a workforce, which mirrors the local community in the representation of women, minorities and the disabled in all departments and levels. Nye County strives to maintain an environment ensuring recognition of each employee's efforts, achievements and cooperation. Employees will be treated impartially and allowed, without prejudice, to advance in the organization, as their abilities warrant and as openings occur. Nye County will promote and afford equal treatment and service to all employees and citizens.

Job Categories

The following is a list of the Job Categories and definitions used to complete the analysis for this Plan:

1. **Officials / Administrators:** Occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, or direct individual departments or special phases of the agency's operations, or provide specialized consultation on a regional, district or area basis. Includes: department heads, bureau chiefs, division chiefs, directors, deputy directors, controllers, superintendents, fire chiefs and inspectors, logistics, examiners (bank, hearing, motor vehicle, warehouse), inspectors (construction, building, safety, rent-and- housing, assessors, tax appraisers and investigators).
2. **Professionals:** Occupations which require specialized and theoretical knowledge which is usually acquired through college training or through work experience and other training which provides comparable knowledge. Includes: personnel and labor relations workers, social workers, economists, lawyers, systems analysts, computer programmers, database administrators, accountants, engineers, management analysts, surveyors and mapping scientists.
3. **Technicians:** Occupations which require a combination of basic scientific or technical knowledge and manual skill which can be obtained through specialized post-secondary school education or through equivalent on-the-job training. Includes: drafters, survey and mapping technicians, engineering technicians, radio operators, technical illustrators, highway technicians.
4. **Protective Services - Sworn:** Occupations in which workers are entrusted with public safety, security and protection from destructive forces. Includes: police patrol officers, guards, deputy sheriffs, correctional officers, detectives, investigators, sergeants and lieutenants.
5. **Protective Services – Non-Sworn:** Occupations in which workers are entrusted with public safety. Includes: firefighters, paramedics, animal control officers, bailiffs and probation officers.

6. **Administrative Support (Including Clerical and Sales):** Occupations in which workers are responsible for internal and external communication, recording and retrieval of data and/or information and other paperwork required in an office. Includes: bookkeepers, clerk-typist, stenographers, court transcribers, paralegals, statistical clerks, dispatchers, license distributors, payroll clerks, office machine and computer operators and legal assistants.
7. **Skilled Craft Workers:** Occupations in which workers perform jobs which require special manual skill and a thorough and comprehensive knowledge of the process involved in the work which is acquired through on-the-job training and experience or through apprenticeship or other formal training programs. Includes: mechanics, heavy equipment operators, stationary engineers, skilled machining occupations, carpenters, compositors and typesetters, power plant operators, water and sewage treatment plant operators.
8. **Service / Maintenance:** Occupations in which workers perform duties which result in or contribute to the comfort, convenience, hygiene or safety of the general public or which contribute to the upkeep and care of buildings, facilities or grounds of public property. Workers in this group may operate machinery. Includes: chauffeurs, laundry and dry cleaning operatives, truck drivers, bus drivers, garage laborers, custodial employees, gardeners and groundkeepers, refuse collectors and construction laborers.

Table A provides an analysis of Nye County’s workforce classified by job category, gender and race/national origin. The Table shows the workforce in percentages only.

The figures are based upon the Human Resources Department’s employee data as of June 30, 2019.

**TABLE A
Nye County Workforce Analysis**

June 2019		Male								Female							
Job Category	Total	W	B	H/L	A	AI	NH/PI	2+	W	B	H/L	A	AI	NH/PI	2+		
Officials / Administrators	100.00%	40.00%	4.00%						48.00%		8.00%						
Professionals	100.00%	42.42%		3.03%	3.03%				51.52%								
Technicians	100.00%	80.00%							40.00%								
Protective Services: Sworn	100.00%	71.90%	5.23%	7.84%	1.96%				9.80%		3.27%						
Protective Services: Non Sworn	100.00%	67.14%							42.86%								
Administrative Support	100.00%	9.02%	0.75%	2.26%	0.75%				78.95%	0.75%	0.77%	0.75%					
Skilled Craft Workers	100.00%	90.91%		9.09%													
Service / Maintenance	100.00%	70.65%		18.97%	1.72%				6.90%			1.72%					

Total Employees 435

- W White
- B Black or African American
- H/L Hispanic or Latino Ethnicity
- A Asian
- AI American Indian
- NH/PI Native Hawaiian or Other Pacific Islander
- 2+ Two or More Races

Table B provides an analysis of the available workforce in Nye County’s population (age 18+) classified according to sex and race/national origin.

The Table shows the available workforce as percentages only. The percentage of residents of given race/national origin were applied to the total number in the workforce age 18 and over. The assumption is that the number in the workforce is represented equal to the total population.

TABLE B
Nye County Census

Gender	Number in Workforce	Percentage in Workforce
Male	10,958	51.20%
Female	10,444	48.80%
Total	21,402	100.00%
Race	Number in Workforce	Percentage in Workforce
W	15,816	73.90%
B	770	3.60%
H/L	3,210	15.00%
A	385	1.80%
AI	385	1.80%
NH/PI	128	0.60%
2+	706	3.30%
Total	21,402	100.00%
Source: US Census Bureau, Population Estimates Program, July 1, 2018		
Figures used do not break out Hispanic as it is an ethnicity and can be of any race		

- W White
- B Black or African American
- H/L Hispanic or Latino Ethnicity
- A Asian
- AI American Indian
- NH/PI Native Hawaiian or Other Pacific Islander
- 2+ Two or More Races

Table C is the utilization analysis between Nye County's workforce and the available workforce by population. The result indicates positive utilization for minorities and women. Nye County will continue to monitor the utilization of all minorities within Job Categories.

TABLE C
Utilization of Nye County Compared to Nye County Census Estimates

Population (age 18+)	2018 Nye County Estimated US Census		June 2019 Nye County Workforce	
	Population	Percentage of Workforce	Employees	Percentage of Workforce
Gender:				
Male	10,958	51.20%	254	58.39%
Female	10,444	48.80%	181	41.61%
Total	21,402	100.00%	435	100.00%
Race:				
White	15,816	73.90%	372	85.52%
Black or African American	770	3.60%	11	2.53%
Hispanic or Latino	3,210	15.00%	44	10.11%
Asian	385	1.80%	8	1.84%
American Indian or Alaskan Native	385	1.80%		0.00%
Native Hawaiian or Other Pacific Islander	128	0.60%		0.00%
Two or More Races	706	3.30%		0.00%
Total	21,400	100.00%	435	100.00%
Source: US Census Bureau, Population Estimates Program, July 1, 2018				
*Figures used do not break out Hispanic as it is an ethnicity and can be of any race				

LAW ENFORCEMENT AGENCY ANALYSIS

Tables D provides utilization analysis of sworn law enforcement officers in Nye County. These sworn law enforcement officers must be a minimum of 21 years of age with high school as a minimum education level.

**TABLE D
Nye County Sheriff's Department Workforce Analysis**

Title	Total	Male						Female					
		W	B	H/L	A	AI	2+	W	B	H/L	A	AI	2+
Deputy	100.00%	66.67%	6.17%	9.88%	1.23%			11.11%		4.94%			
Investigator	100.00%	75.00%		8.33%	8.33%					8.34%			
Lieutenant	100.00%	100.00%											
Sergeant	100.00%	75.00%						25.00%					
Undersheriff	100.00%	100.00%											

Total	112
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Table E provides utilization analysis of Nye County's sworn law enforcement officers against 2017 FBI Statistics for populations of 25,000-49,999 (Table 74).

**TABLE E
Utilization of Douglas County Compared to FBI Statistics**

	Male	Female
Nye County Sworn Law Enforcement	85.71%	14.29%
2017 FBI Statistics Table 74 - Group IV	90.60%	9.40%

Nye County is proactive in recruiting, hiring and promoting women and minorities and will continue this practice.

Nye County is committed to making its workforce profile closely reflect the available labor force in the community. Based on the results of the analysis, Nye County has established the following objective:

It is Nye County's objective to maintain personnel recruiting, hiring and promotion practices to ensure equal opportunity for employment and advancement. Specific emphasis will be placed on maintaining or increasing the representation of women and minorities in the Nye County workforce by monitoring and evaluating employment practices to assure equal opportunity.

It is the responsibility of the Human Resources Department to implement and manage the EEOP. A continuing compliance review will be conducted to ensure that promotions and job opportunity decisions are made based upon valid relevant factors with respect to ability, performance, potential and bona fide occupational qualification.

The Human Resources Department will take the following steps to achieve these objectives:

- Continue to post job openings to the Nye County website, Town of Pahrump website, NEO.gov website and County bulletin boards, when new positions become available. Advertise openings in the local newspaper, when applicable, to maximize outreach to all potential applicants.
- Annually review recruitment and hiring methods, practices and policies, ensuring that minorities and females have an equal opportunity for employment with Nye County.
- Review all performance evaluations to foster fairness and equity across departments, teams and supervisors.
- Continue to review all job descriptions to ensure no unnecessary barriers exist that would adversely affect minorities and females.

External

- All applications for employment will contain an Equal Employment Opportunity (EEO) policy statement.
- The Nye County Human Resources Department website will contain the message "Equal Opportunity Employer" and employment advertisements will contain the statement, "EEO".
- The Human Resources Department will make the EEOP available upon request by any agency or member of the public.

Internal

- “Equal Employment Opportunity is the Law” posters will be posted on appropriate employee bulletin boards.
- Supervisors and employees involved in recruiting will be trained in the EEO policies and procedures and applicable laws.
- Human Resources will provide a copy of the EEOP to employees upon request.
- Human Resources will provide a copy of the EEOP to the Nye County Manager to ensure he/she is familiar with the EEOP objectives.

The Human Resources Department will maintain information on the following:

- Applications received
- New employees
- Interviews
- Terminations
- Disciplinary action

Human Resources will review the above activities on an annual basis and report to the County Manager any concerns with applicant flow and progress with the EEOP.

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.

D. Shamrell

7/24/2019

Danelle Shamrell, Director – Human Resources

Date

GRANT INFORMATION:

Sub-Recipient: Nye County
Grant Number: 2016UMWX0235
Grant Title: Office of Community Oriented Policing Services
Award Amount: \$618,577.00
Grantee name: Nye County for Nye County Sheriff's Department
Grantee Type: Local Government Agency
Address: 145 N Street, N.E., Washington, DC 20530
Contact Person: Chanell Jones
Telephone: (202) 514-6244
DOJ Grant Manager:
DOJ Telephone:

Sub-Recipient: Bureau of Justice Assistance
Grant Number:
Grant Title: FY2017 Bullet Proof Vest Partnership
Award Amount: \$17,867.08
Grantee name: Nye County for Nye County Sheriff's Office
Grantee Type: Local Government
Address: 810 7th Street, NW 4th Floor, Washington, DC 20531
Contact Person: Richard Lain
Telephone: (202) 353-0421
DOJ Grant Manager:
DOJ Telephone:

Sub-Recipient: Bureau of Justice Assistance
Grant Number:
Grant Title: FY2018 Bullet Proof Vest Partnership
Award Amount: \$22,372.00
Grantee name: Nye County for Nye County Sheriff's Office
Grantee Type: Local Government
Address: 810 7th Street, NW 4th Floor, Washington, DC 20531
Contact Person: Richard Lain
Telephone: (202) 353-0421
DOJ Grant Manager:
DOJ Telephone:

Sub-Recipient: Nye County
Grant Number: DCE/SP 2019-89
Grant Title: DEA Domestic Cannabis Eradication (DCESP)
Award Amount: \$7,000.00
Grantee name: Nye County for Nye County Sheriff's Office
Grantee Type: Local Government
Address: 1250 Pacific Avenue, Suite 850; Tacoma, WA 98402
Contact Person: Gregory "Deke" Gassett
Telephone: (571) 387-3218
DOJ Grant Manager:

Equal Employment Opportunity Plan – Nye County

Sub-Recipient: Nevada Office of the Attorney General
Grant Number: 2016-SAKI-10
Grant Title: Sex Assault Kit Initiative 2016
Award Amount: \$8,681.00
Grantee name: Nye County for Nye County Sheriff's Office
Grantee Type: Local Government
Address: 100 N Carson St Carson City, NV 89701
Contact Person: Megan Nelson
Telephone: (775) 684-1143
DOJ Grant Manager:
DOJ Telephone:

Sub-Recipient: Nevada Office of the Attorney General
Grant Number: 2018-VAWA-48
Grant Title: STOP Grant
Award Amount: \$99,062.00
Grantee name: Nye County for the Nye County District Attorney's Office
Grantee Type: Local Government
Address: 100 N Carson St Carson City, NV 89701
Contact Person: Megan Nelson
Telephone: (775) 684-1143
DOJ Grant Manager:
DOJ Telephone:

Sub-Recipient: Nevada Office of the Attorney General
Grant Number: 2019-VAWA-33
Grant Title: STOP Grant
Award Amount: \$86,936.00
Grantee name: Nye County for the Nye County District Attorney's Office
Grantee Type: Local Government
Address: 100 N Carson St Carson City, NV 89701
Contact Person: Megan Nelson
Telephone: (775) 684-1143
DOJ Grant Manager:
DOJ Telephone:

EEO Utilization Report

Organization Information

Name: Nye County

City: Pahrump

State: NV

Zip: 89048

Type: County/Municipal Law Enforcement

Step 1: Introductory Information

Policy Statement:

It is the policy of Nye County and the Town of Pahrump, to ensure equal employment opportunity for all employees. This commitment includes a mandate to promote and afford equal treatment and services to the public, employees and County representatives, and to ensure equal employment opportunity based on ability and fitness to all persons regardless of race, religion, color, creed, national origin, sex, marital status, age, gender identity or expression, sexual orientation, political affiliation, or the presence of any sensory, mental, or physical disability unless such disability prevents the performance of the essential duties required of the position and which are bona fide occupational qualifications that cannot be accommodated without undue hardship.

Step 4b: Narrative of Interpretation

In reviewing the Utilization Analysis Chart, the Human Resources Department, for Nye County, made the following observations:

Administrative Support: there is an under utilization of White males (-17%)

Protective Services-Non-Sworn: there is an under utilization of Asian males (-98%)

Protective Services- Sworn Patrol Officers: there is an under utilization of White females (-27%)

Service/Maintenance: there is an under utilization of White female (-31%)

Nye County is 18,159 square miles with a workforce population of approx 21,400. Nye County is not a very diverse county and it is difficult to get people to move here. The 2018 US Census shows 48.8% Females in the workforce and 51.2% Males, versus Nye County 41.61% Females and 58.39% Males.

Step 5: Objectives and Steps

1. 1. **Identify any barriers in recruitment that might deter women from applying for Deputy positions.**
 - a. a. We will speak with women recruits/officers to find out how they learned about becoming a Nye County Deputy. We will then look at how we advertise our openings and adjust if needed.

Step 6: Internal Dissemination

1. Distribute a hard copy of the EEOP Utilization Report to all Supervisors, Managers and Department Heads.
2. Send an email memorandum to all employees, to let them know that a copy of the EEOP Utilization Report is available on request.
3. Include a bound copy of the EEOP Utilization Report among the materials displayed in the lobby of the Nye County Human Resources Office.

Step 7: External Dissemination

1. Post a copy of the EEOP Utilization Report on the Nye County public website.

Utilization Analysis Chart
Relevant Labor Market: Nye County, Nevada

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 #/%	10/40%	0/0%	1/4%	0/0%	0/0%	0/0%	0/0%	0/0%	12/48%	2/8%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	730/58%	15/1%	0/0%	0/0%	0/0%	0/0%	10/1%	0/0%	430/34%	45/4%	0/0%	20/2%	0/0%	0/0%	4/0%	0/0%
Utilization #/%	-18%	-1%	4%	0%	0%	0%	-1%	0%	14%	4%	0%	-2%	0%	0%	-0%	0%
Professionals																
Workforce #/%	14/42%	1/3%	0/0%	0/0%	1/3%	0/0%	0/0%	0/0%	17/52%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	505/33%	19/1%	60/4%	4/0%	0/0%	0/0%	0/0%	0/0%	800/52%	55/4%	75/5%	0/0%	30/2%	0/0%	0/0%	4/0%
Utilization #/%	10%	2%	-4%	-0%	3%	0%	0%	0%	-0%	-4%	-5%	0%	-2%	0%	0%	-0%
Technicians																
Workforce #/%	9/60%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	6/40%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	160/48%	0/0%	0/0%	0/0%	15/5%	0/0%	0/0%	0/0%	90/27%	0/0%	0/0%	0/0%	35/11%	0/0%	30/9%	0/0%
Utilization #/%	12%	0%	0%	0%	-5%	0%	0%	0%	13%	0%	0%	0%	-11%	0%	-9%	0%
Protective Services: Sworn-Officials																
Workforce #/%	25/81%	1/3%	0/0%	0/0%	1/3%	0/0%	0/0%	0/0%	3/10%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	280/79%	50/14%	4/1%	0/0%	0/0%	0/0%	0/0%	0/0%	15/4%	0/0%	0/0%	4/1%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	1%	-11%	-1%	0%	3%	0%	0%	0%	5%	3%	0%	-1%	0%	0%	0%	0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	54/67%	8/10%	5/6%	0/0%	1/1%	0/0%	0/0%	0/0%	9/11%	4/5%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	615/47%	115/9%	0/0%	0/0%	0/0%	4/0%	0/0%	0/0%	495/38%	55/4%	0/0%	14/1%	15/1%	0/0%	0/0%	0/0%
Utilization #/%	20%	1%	6%	0%	1%	-0%	0%	0%	-27%	1%	0%	-1%	-1%	0%	0%	0%
Protective Services: Non-sworn																
Workforce #/%	35/73%	3/6%	3/6%	0/0%	1/2%	0/0%	0/0%	0/0%	5/12%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	0/0%	0/0%	0/0%	0/0%	10/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	73%	6%	5%	0%	-98%	0%	0%	0%	12%	0%	0%	0%	0%	0%	0%	0%
Administrative Support																

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 #/%	12/9%	3/2%	1/1%	0/0%	1/1%	0/0%	0/0%	0/0%	105/79%	9/7%	1/1%	0/0%	1/1%	0/0%	0/0%	0/0%
CLS #/%	840/26%	60/2%	75/2%	30/1%	55/2%	0/0%	30/1%	1,865/58%	75/2%	10/0%	25/1%	75/2%	0/0%	0/0%	0/0%	40/1%
Utilization #/%	-17%	0%	-2%	-1%	-1%	0%	-1%	21%	4%	0%	-1%	-2%	0%	0%	0%	-1%
Skilled Craft																
Workforce #/%	10/91%	1/9%	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 #/%	1,675/74%	400/18%	0/0%	25/1%	0/0%	4/0%	0/0%	125/6%	15/1%	0/0%	0/0%	10/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	17%	-9%	0%	-1%	0%	-0%	0%	-6%	-1%	0%	0%	-0%	0%	0%	0%	0%
Service/Maintenance																
Workforce #/%	41/71%	11/19%	0/0%	0/0%	1/2%	0/0%	0/0%	4/7%	0/0%	0/0%	0/0%	1/2%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,645/40%	455/11%	20/0%	30/1%	65/2%	0/0%	0/0%	1,570/38%	250/6%	0/0%	25/1%	45/1%	0/0%	0/0%	20/0%	15/0%
Utilization #/%	31%	8%	-0%	-1%	0%	0%	0%	-31%	-6%	0%	-1%	1%	0%	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									✓							
Protective Services: Non-sworn					✓											
Administrative Support	✓															
Service/Maintenance									✓							

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
Undersheriff																
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 #/%	6/100%	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 #/%	9/75%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	3/25%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Investigator																
Workforce #/%	9/75%	1/8%	0/0%	0/8%	1/8%	0/0%	0/0%	0/0%	1/8%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services:																
Sworn-Patrol Officers																
Workforce #/%	54/67%	8/10%	5/6%	0/1%	1/1%	0/0%	0/0%	9/11%	4/5%	0/0%	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 EEO Utilization Report.

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

Certified As Final By: Danelle Shamrell

HR Director

07-24-2019

[signature]

[title]

[date]