

EEO Utilization Report

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The form was certified by **Martha Keogh, EEO/ADA Specialist, Email=martha.keogh@piercecountywa.gov, Phone=253-798-2909**, on Wed Feb 12 14:57:21 EST 2020

EEO Utilization Reports must be signed and certified by a responsible official who has the authority to implement your Equal Employment Opportunity Program. Electronic submission of this report constitutes a signature and certification.



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None available

If you still require **programmatic assistance** with your submission, please call the Office for Civil Rights at 202-616-1771 and leave a detailed message, or email EEOPForms@usdoj.gov. If you have **IT or system related problems** with your submission, please call the EEOP Service Desk at 202-307-0627 and leave a detailed message, or email EEOPITSupport@usdoj.gov.

EEO Utilization Report

Organization Information

Name: Pierce County Government

City: Tacoma

State: WA

Zip: 98409

Type: County/Municipal Government (not law enforcement)

Step 1: Introductory Information

Policy Statement:

It is the policy of Pierce County that no person shall be subjected to employment discrimination because of race, creed, religion, color, national origin, sex, sexual orientation, marital status, age, disability, veterans status, the presence of any sensory, mental, or physical disability, or the use of a trained guide dog or service animal by a disabled person.

No individual shall be subjected to retaliation because they have exercised a right protected under the law such as complaining about discrimination or harassment or assisting with or participating in the resolution or investigation of such a complaint in the workplace.

This policy applies to all levels and departments of County government including elected and appointed officials.

Note: Our EEO Policy will be emailed via separate cover as a PDF file due to the size of our policy and your program parameters indicating it is too big to upload the file.

Step 4b: Narrative of Interpretation

The highest level of male minority employee underutilization are in the Hispanic or Latino ethnicity for the Skilled Craft (-9%) and Service/Maintenance (-4%) job groups and in the Black or African American ethnicity for Technicians (-4%). In addition, Caucasian males continue to be underutilized (-17%) in the Administrative Support job group.

The highest level of female minority employee underutilization are in the Service/Maintenance job group for the Asian ethnicity (-5%) and in the Protective Services: Non-sworn job group for the Hispanic or Latino ethnicity (-3%). Also, Caucasian females are underutilized in the job groups of Professionals (-8%), Technicians (-15%), Protective Services: Non-sworn (-15%) and Service/Maintenance (-23%).

In comparison with the previous EEOP (2017), there was a slight increase/improvement of 1% for the Hispanic or Latino ethnicity for Skilled Craft and Service/Maintenance job groups for males.

There was also a slight increase/improvement for Caucasian females in the job groups of Professionals (2%), Technicians (1%), and Protective Services: Non-sworn (1%). However, there was an underutilization increase of 5% in the Service/Maintenance job group.

As discussed in the EEOP, Pierce County is reviewing and implementing additional recruitment efforts and processes to assist us in improving our workforce diversity in the underutilized categories.

Step 5: Objectives and Steps

1. Other Program/Training Opportunities

- a. An internship program was developed and implemented in 2017 for a variety of Pierce County careers. The internship program was funded and continued in 2018, 2019 and now in 2020.
- b. Continue to provide opportunities for hands-on training via the Sheriffs Department cadet program, County-wide volunteer positions and programs, and temporary and limited duration positions.

2. Development of Diversity, Equity, and Inclusion Program

- a. A Human Resources staff member was hired to assist with the development of a county-wide Diversity, Equity, and Inclusion Program.
- b. This program includes a variety of components to include succession planning, expansion of promotional opportunities, a more robust and effective inclusivity interviewing tactics program, and improvement of our statistical diversity reporting process in an effort to improve our workforce diversity.

3. Expand Advertisement Activities for Job Vacancies

- a. Expand the Countys advertising of job vacancies to include local TV and radio stations, unemployment and employment agencies, newspapers, professional organizations to include veteran, religious, and minority organizations, community and minority websites, emailing vacancy summary list to other agencies and community organizations, and attend a variety of school, community and military job fairs (also including creation of outreach/career events to targeted under-represented communities).
- b. Continue to advertise vacancies on the Countys webpage and to provide paper application packets for walk-ins or mail to applicants when requested.
- c. This effort will include extending deadlines for vacancy recruitments for longer periods of time to allow a higher volume of applications and a more diverse candidate pool especially for difficult to fill positions as well as active targeting sourcing efforts to gain the attention to non-traditional individuals and venues.
- d. This will also include continuing to provide the NeoGOV (applicant tracking program) job interest card to applicants who sign-up for automatic notification when positions of their interest are opened for recruitment, and the utilization of its Talent Search capabilities to redirect new positions in a proactive manner.

4. Expansion of Sheriffs Department Recruitment Efforts

- a. Continue to use the national firm for Corrections Deputy and Deputy Sheriff testing and recruitment in order to maximum candidate pool (nationwide versus local area search).
- b. Continue to offer Hiring Workshops for these positions in a variety of community settings to assist applicants in preparing for the Civil Service recruitment/hiring process.
- c. The Sheriffs Department implemented a \$10,000 hiring incentive bonus for lateral hiring efforts for Deputy Sheriff positions.
- d. The County employee referral and hiring incentive program (increased to \$500 cash award program) for Corrections Deputy vacancies was continued and expanded to include Deputy Sheriff positions.

Step 6: Internal Dissemination

The EEOP Utilization Report for Pierce County will be posted on the Human Resources internal (intranet) webpage and with a link from the Countys EEO and other Human Resources information webpages.

Copies of the EEOP Utilization Report will be provided upon request by the EEO/ADA Specialist in the Pierce County Human Resources Department.

Step 7: External Dissemination

The EEOP Utilization Report for Pierce County will be posted on the Human Resources external (internet) webpage and with a link from the Countys EEO information and process webpage.

Copies of the EEOP Utilization Report will be provided upon request, including to contractors and vendors that conduct business with Pierce County, by the EEO/ADA Specialist in the Pierce County Human Resources Department.

**Utilization Analysis Chart
Relevant Labor Market: Pierce County, Washington**

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 #/%	51/47%	3/3%	3/3%	0/0%	2/2%	0/0%	3/3%	0/0%	38/35%	0/0%	3/3%	1/1%	3/3%	0/0%	1/1%	0/0%
CLS #/%	17,155/48%	980/3%	785/2%	260/1%	875/2%	10/0%	294/1%	205/1%	11,340/32%	790/2%	765/2%	205/1%	950/3%	130/0%	485/1%	205/1%
Utilization #/%	-1%	0%	1%	-1%	-1%	-0%	2%	-1%	3%	-2%	1%	0%	0%	-0%	-0%	-1%
Professionals																
Workforce #/%	295/37%	20/2%	24/3%	1/0%	31/4%	4/0%	8/1%	0/0%	339/42%	24/3%	25/3%	2/0%	18/2%	3/0%	14/2%	0/0%
CLS #/%	16,390/32%	650/1%	685/1%	160/0%	1,575/3%	155/0%	535/1%	170/0%	25,065/49%	1,155/2%	1,065/2%	195/0%	1,980/4%	90/0%	645/1%	135/0%
Utilization #/%	4%	1%	2%	-0%	1%	0%	-0%	-0%	-8%	1%	1%	-0%	-2%	0%	0%	-0%
Technicians																
Workforce #/%	170/42%	8/2%	8/2%	2/0%	18/4%	2/0%	12/3%	0/0%	138/34%	6/2%	9/2%	0/0%	18/4%	1/0%	8/2%	0/0%
CLS #/%	2,265/26%	190/2%	510/6%	4/0%	220/2%	0/0%	45/1%	60/1%	4,340/49%	150/2%	250/3%	45/1%	330/4%	80/1%	270/3%	70/1%
Utilization #/%	17%	-0%	-4%	0%	2%	0%	2%	-1%	-15%	-0%	-1%	-1%	1%	-1%	-1%	-1%
Protective Services:																
Sworn																
Workforce #/%	398/68%	30/5%	33/6%	0/0%	19/3%	6/1%	10/2%	0/0%	67/11%	8/1%	8/1%	0/0%	1/0%	0/0%	3/1%	0/0%
CLS #/%	4,045/64%	210/3%	550/9%	60/1%	260/4%	30/0%	90/1%	4/0%	830/13%	45/1%	80/1%	0/0%	55/1%	10/0%	10/0%	0/0%
Utilization #/%	4%	2%	-3%	-1%	-1%	1%	0%	-0%	-2%	1%	0%	0%	-1%	-0%	0%	0%
Protective Services: Non-sworn																
Workforce #/%	42/51%	2/2%	7/9%	1/1%	4/5%	1/1%	0/0%	0/0%	19/23%	2/2%	4/5%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	295/48%	15/2%	10/2%	0/0%	10/2%	0/0%	4/1%	0/0%	235/38%	35/6%	0/0%	4/1%	0/0%	0/0%	10/2%	0/0%
Utilization #/%	3%	0%	7%	1%	3%	1%	-1%	0%	-15%	-3%	5%	-1%	0%	0%	-2%	0%
Administrative Support																
Workforce #/%	44/9%	2/0%	4/1%	0/0%	3/1%	1/0%	3/1%	0/0%	320/66%	23/5%	25/5%	2/0%	25/5%	10/2%	20/4%	0/0%
CLS #/%	20,495/26%	1,580/2%	1,595/2%	275/0%	1,790/2%	240/0%	890/1%	250/0%	40,560/51%	2,860/4%	3,040/4%	510/1%	2,630/3%	740/1%	1,595/2%	695/1%

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
	%							%								
Utilization #/%	-17%	-2%	-1%	-0%	-2%	-0%	-0%	16%	1%	1%	-0%	-0%	2%	1%	2%	-1%
Skilled Craft																
Workforce #/%	111/80%	2/1%	4/3%	2/1%	5/4%	1/1%	4/3%	8/6%	2/1%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	21,715/73%	3,145/11%	1,085/4%	145/0%	1,000/3%	160/1%	660/2%	1,070/4%	125/0%	90/0%	25/0%	205/1%	30/0%	85/0%	45/0%	
Utilization #/%	7%	-9%	-1%	1%	0%	0%	1%	2%	1%	-0%	-0%	-1%	-0%	-0%	-0%	-0%
Service/Maintenance																
Workforce #/%	152/74%	7/3%	7/3%	4/2%	5/2%	4/2%	4/2%	17/8%	2/1%	2/1%	1/0%	0/0%	0/0%	1/0%	1/0%	0/0%
CLS #/%	29,640/35%	6,345/8%	3,595/4%	485/1%	2,855/3%	705/1%	1,265/2%	26,445/31%	3,665/4%	2,415/3%	380/0%	4,035/5%	370/0%	1,085/1%	520/1%	
Utilization #/%	39%	-4%	-1%	1%	-1%	1%	0%	-23%	-3%	-2%	0%	-5%	-0%	-1%	-1%	-1%

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
Professionals									✓				✓			
Technicians			✓						✓							
Protective Services: Sworn			✓	✓												
Protective Services: Non-sworn									✓							
Administrative Support	✓				✓											✓
Skilled Craft																
Service/Maintenance									✓				✓			

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: Martha Keogh

EEO/ADA Specialist

02-12-2020

[signature]

[title]

[date]