

EEOP Utilization Report



Wed Feb 03 09:23:23 EST 2016

Step 1: Introductory Information

Grant Title:	FY14 Ohio JAG	Grant Number:	2014-MU-BX-1200
Grantee Name:	Ohio Office of Criminal Justice	Award Amount:	\$6,129,235.00
Grantee Type:	State Government Agency		
Address:	1970 W. Broad Street Columbus, Ohio 43223		
Contact Person:	Erika Scott	Telephone #:	614-466-7690
Contact Address:	1970 W. Broad Street Columbus, Ohio 43223		
DOJ Grant Manager:		DOJ Telephone #:	

Policy Statement:

The policy of the Ohio Department of Public Safety (ODPS) is to fully comply with applicable federal, state, and local laws, rules, regulations and guidelines regarding Anti-Discrimination, Anti-Harassment, and Retaliation. Discrimination against employees and applicants due to race, color, religion, sex (including sexual harassment), national origin, ancestry, disability, age (40 years or older), military and veteran status is prohibited. It is also the policy of ODPS not to retaliate against individuals for participating in a protected activity such as the filing of discrimination complaints or participating in investigation of discrimination complaints.

A copy of the Department's policy is attached.

Step 4b: Narrative Underutilization Analysis

*White females were underrepresented in the following categories: Professionals (-16%), Technicians (-9%), Protective Services: Sworn - Officials (-7%), Protective Services: Sworn - Patrol Officers (-24%), Administrative Support (-9%), and Service/Maintenance (-31%).

*Hispanic females were underrepresented in the following categories: Protective Services: Sworn & Patrol Officers (-1%).

*Black females were underrepresented in the following categories: Technicians (-4%), Protective Services: Sworn & Officials (-3%), and Protective Services: Sworn & Patrol Officers (-5%).

*Asian females were underrepresented in the following categories: Professionals (-1%) and Technicians (-1%).

*White males were underrepresented in the following categories: Administrative Support (-12%).

*Asian males were underrepresented in the following categories: Professionals (-2%).

In December 2014 the Ohio Department of Public Safety (DPS), as part of the agency's 2015-2017 Affirmative Action Plan conducted a utilization analysis of its workforce. Reading the current Utilization Analysis, alongside the 2014 analysis, shows several areas where DPS can improve. DPS' objectives and steps focus on making improvements in these areas.

Step 5 & 6: Objectives and Steps

1. To encourage Hispanic females to apply for vacancies in the Protective Services: Sworn Officials category.

- a. Based on the internal review of employment data, we will design an action plan within six months of the date of this EEOP to attract more Hispanic women. Within 12 months of the date of this EEOP we will review our action plan and evaluate our progress.
- b. To expand the Department's search for and recruitment of qualified candidates beyond traditional hiring sources DPS will build relationships with community agencies & organizations and colleges & universities. Additionally, DPS, in conjunction with Personnel Recruitment and OSHP Recruitment, will develop a unified recruitment plan for the Department.
- c. DPS will create a stand-alone diversity committee representing all facets of DPS. The diversity committee will develop a diversity statement which is consistent with department strategic goals, as well as develop programs to support diversity. Such programs may include lunch-and-learns with featured speakers, diversity workshops, community outreach programs, and employee resource groups.

2. To encourage White females to apply for vacancies in the Professionals, Technicians, Protective Services: Sworn - Officials, Protective Services: Sworn - Patrol Officers, Administrative Support, and Service/Maintenance categories.

- a. Based on the internal review of employment data, we will design an action plan within six months of the date of this EEOP to attract more White women. Within 12 months of the date of this EEOP we will review our action plan and evaluate our progress.
- b. Growing a diverse workforce doesn't just happen. It requires deliberate, intentional conduct. Many times a candidate won't accept a job because of misperceptions about the diversity (or lack of diversity) of the organization or geographical area. How do you combat those misperceptions? One way is to expose the candidate to a broad range of personnel in the recruiting process; another is to provide candidates with access to information and people who can address any unique issues or concerns he or she may have. To expand the Department's search for and recruitment of qualified candidates beyond traditional hiring sources DPS will build relationships with community agencies & organizations and colleges & universities. Additionally, DPS, in conjunction with Personnel Recruitment and OSHP Recruitment, will develop a unified recruitment plan for the Department.
- c. DPS will create a stand-alone diversity committee representing all facets of DPS. The diversity committee will develop a diversity statement which is consistent with department strategic goals, as well as develop programs to support diversity. Such programs may include lunch-and-learns with featured speakers, diversity workshops, community outreach programs, and employee resource groups.

3. To encourage Black females to apply for vacancies in the Technicians, Protective Services: Sworn Officials, and Protective Services: Sworn Patrol Officers categories.

- a. Based on the internal review of employment data, we will design an action plan within six months of the date of this EEOP to attract more Black or African American women. Within 12 months of the date of this EEOP we will review our action plan and evaluate our progress.
- b. To expand the Departments search for and recruitment of qualified candidates beyond traditional hiring sources DPS will build relationships with community agencies & organizations and colleges & universities. Additionally, DPS, in conjunction with Personnel Recruitment and OSHP Recruitment, will develop a unified recruitment plan for the Department.
- c. DPS will create a stand-alone diversity committee representing all facets of DPS. The diversity committee will develop a diversity statement which is consistent with department strategic goals, as well as develop programs to support diversity. Such programs may include lunch-and-learns with featured speakers, diversity workshops, community outreach programs, and employee resource groups.

4. To encourage Asian females to apply for vacancies in the Professionals and Technicians categories.

- a. Based on the internal review of employment data, we will design an action plan within six months of the date of this EEOP to attract more Asian women. Within 12 months of the date of this EEOP we will review our action plan and evaluate our progress.
- b. To expand the Departments search for and recruitment of qualified candidates beyond traditional hiring sources DPS will build relationships with community agencies & organizations and colleges & universities. Additionally, DPS, in conjunction with Personnel Recruitment and OSHP Recruitment, will develop a unified recruitment plan for the Department.
- c. DPS will create a stand-alone diversity committee representing all facets of DPS. The diversity committee will develop a diversity statement which is consistent with department strategic goals, as well as develop programs to support diversity. Such programs may include lunch-and-learns with featured speakers, diversity workshops, community outreach programs, and employee resource groups.

5. To encourage White males to apply for vacancies in the Administrative Support category.

- a. Based on the internal review of employment data, we will design an action plan within six months of the date of this EEOP to attract more White men. Within 12 months of the date of this EEOP we will review our action plan and evaluate our progress.
- b. To expand the Departments search for and recruitment of qualified candidates beyond traditional hiring sources DPS will build relationships with community agencies & organizations and colleges & universities. Additionally, DPS, in conjunction with Personnel Recruitment and OSHP Recruitment, will develop a unified recruitment plan for the Department.
- c. DPS will create a stand-alone diversity committee representing all facets of DPS. The diversity committee will develop a diversity statement which is consistent with department strategic goals, as well as develop programs to support diversity. Such programs may include lunch-and-learns with featured speakers, diversity workshops, community outreach programs, and employee resource groups.

6. To encourage Asian males to apply for vacancies in the Professional category.

- a. DPS will create a stand-alone diversity committee representing all facets of DPS. The diversity committee will develop a diversity statement which is consistent with department strategic goals, as well as develop programs to support diversity. Such programs may include lunch-and-learns with featured speakers, diversity workshops, community outreach programs, and employee resource groups.
- b. Based on the internal review of employment data, we will design an action plan within six months of the date of this EEOP to attract more Asian men. Within 12 months of the date of this EEOP we will review our action plan and evaluate our progress.
- c. To expand the Departments search for and recruitment of qualified candidates beyond traditional hiring sources DPS will build relationships with community agencies & organizations and colleges & universities. Additionally, DPS, in conjunction with Personnel Recruitment and OSHP Recruitment, will develop a unified recruitment plan for the Department.

Step 7a: Internal Dissemination

*Posting the EEOP Utilization Report on the DPS' Gateway, the department's intranet site that only employees can access;

*Attaching a copy of the EEOP Utilization Report to DPS' EEO Policy;

*Posting information on bulletin boards in employee break areas about how to obtain a copy of the EEOP Utilization Report.

Step 7b: External Dissemination

*Notifying applicants and contractors that the DPS has developed an EEOP Utilization Report and that it is available on request for review;

*Posting a copy of the EEOP Utilization Report on the DPS' public website.

Utilization Analysis Chart
Relevant Labor Market: Ohio

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 #/%	56/51%	1/1%	4/4%	1/1%	3/3%	0/0%	0/0%	0/0%	38/35%	0/0%	6/6%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	335,300/5 5%	5,605/1%	16,475/3 %	460/0%	7,800/1%	40/0%	1,855/0%	625/0%	213,120/3 5%	4,205/1%	21,535/4 %	350/0%	3,915/1%	50/0%	1,660/0%	495/0%
Utilization #/%	-3%	0%	1%	1%	1%	-0%	-0%	-0%	0%	-1%	2%	-0%	-1%	-0%	-0%	-0%
Professionals																
Workforce #/%	319/49%	8/1%	32/5%	1/0%	5/1%	0/0%	0/0%	0/0%	213/33%	3/0%	63/10%	0/0%	1/0%	0/0%	0/0%	0/0%
CLS #/%	349,540/3 7%	6,910/1%	24,270/3 %	430/0%	22,115/2 %	40/0%	2,425/0%	1,230/0%	467,095/5 0%	8,240/1%	40,970/4 %	685/0%	14,130/1 %	15/0%	4,065/0%	1,385/0%
Utilization #/%	12%	1%	2%	0%	-2%	-0%	-0%	-0%	-16%	-0%	5%	-0%	-1%	-0%	-0%	-0%
Technicians																
Workforce #/%	247/48%	1/0%	24/5%	0/0%	4/1%	0/0%	0/0%	0/0%	218/43%	1/0%	14/3%	1/0%	1/0%	0/0%	0/0%	0/0%
CLS #/%	55,950/34 %	1,105/1%	4,380/3%	80/0%	2,535/2%	0/0%	660/0%	85/0%	85,615/52 %	1,510/1%	10,875/7 %	190/0%	2,220/1%	0/0%	620/0%	175/0%
Utilization #/%	15%	-0%	2%	-0%	-1%	0%	-0%	-0%	-9%	-1%	-4%	0%	-1%	0%	-0%	-0%
Protective Services: Sworn-Officials																
Workforce #/%	397/79%	18/4%	51/10%	3/1%	4/1%	0/0%	0/0%	0/0%	28/6%	1/0%	2/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	63,810/70 %	1,375/2%	9,680/11 %	165/0%	250/0%	0/0%	690/1%	215/0%	11,245/12 %	335/0%	3,400/4%	65/0%	75/0%	45/0%	125/0%	95/0%
Utilization #/%	9%	2%	-0%	0%	1%	0%	-1%	-0%	-7%	-0%	-3%	-0%	-0%	-0%	-0%	-0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	858/80%	27/3%	69/6%	8/1%	9/1%	0/0%	0/0%	0/0%	78/7%	4/0%	14/1%	1/0%	1/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	249,805/4 9%	13,540/3 %	35,400/7 %	710/0%	1,930/0%	114/0%	3,325/1%	755/0%	159,055/3 1%	7,565/1%	34,220/7 %	340/0%	1,945/0%	30/0%	2,380/0%	855/0%
Utilization #/%	31%	-0%	-0%	1%	0%	-0%	-1%	-0%	-24%	-1%	-5%	0%	-0%	-0%	-0%	-0%
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 #/%	130/39%	1/0%	8/2%	0/0%	0/0%	0/0%	0/0%	0/0%	180/54%	1/0%	10/3%	1/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	3,650/40%	95/1%	155/2%	0/0%	0/0%	0/0%	90/1%	20/0%	4,310/48%	60/1%	480/5%	10/0%	25/0%	0/0%	150/2%	0/0%
Utilization #/%	-1%	-1%	1%	0%	0%	0%	-1%	-0%	7%	-0%	-2%	0%	-0%	0%	-2%	0%
Administrative Support																
Workforce #/%	107/18%	0/0%	41/7%	0/0%	1/0%	0/0%	0/0%	0/0%	279/47%	5/1%	149/25%	2/0%	4/1%	0/0%	0/0%	0/0%
CLS #/%	414,360/30%	8,875/1%	41,510/3%	490/0%	5,700/0%	50/0%	3,930/0%	1,080/0%	779,225/56%	16,765/1%	97,055/7%	1,180/0%	8,280/1%	125/0%	7,055/1%	2,285/0%
Utilization #/%	-12%	-1%	4%	-0%	-0%	-0%	-0%	-0%	-9%	-0%	18%	0%	0%	-0%	-1%	-0%
Skilled Craft																
Workforce #/%	2/40%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	3/60%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	385,660/85%	11,530/3%	22,720/5%	790/0%	1,625/0%	75/0%	3,030/1%	665/0%	23,500/5%	765/0%	3,170/1%	25/0%	460/0%	0/0%	135/0%	60/0%
Utilization #/%	-45%	-3%	-5%	-0%	-0%	-0%	-1%	-0%	55%	-0%	-1%	-0%	-0%	0%	-0%	-0%
Service/Maintenance																
Workforce #/%	44/85%	0/0%	6/12%	0/0%	0/0%	0/0%	0/0%	0/0%	2/4%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	729,380/46%	39,085/2%	104,895/7%	1,510/0%	10,625/1%	170/0%	7,035/0%	2,050/0%	545,985/34%	22,235/1%	100,170/6%	1,400/0%	11,830/1%	80/0%	5,905/0%	1,915/0%
Utilization #/%	39%	-2%	5%	-0%	-1%	-0%	-0%	-0%	-31%	-1%	-6%	-0%	-1%	-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
Professionals					✓				✓				✓			
Technicians									✓		✓		✓			
Protective Services: Sworn-Officials									✓		✓					
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
Colonel																
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 Colonel																
Workforce #/%	1/50%	0/0%	1/50%	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%
Major																
Workforce #/%	2/40%	0/0%	2/40%	0/0%	0/0%	0/0%	0/0%	0/0%	1/20%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Captain																
Workforce #/%	17/77%	0/0%	3/14%	0/0%	0/0%	0/0%	0/0%	0/0%	2/9%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Staff Lieutenant																
Workforce #/%	29/74%	2/5%	6/15%	0/0%	0/0%	0/0%	0/0%	0/0%	2/5%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Lieutenant																
Workforce #/%	84/81%	2/2%	9/9%	0/1%	1/1%	0/0%	0/0%	0/0%	8/8%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Sergeant																
Workforce #/%	263/79%	14/4%	30/9%	3/1%	3/1%	0/0%	0/0%	0/0%	15/5%	1/0%	2/1%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	858/80%	27/3%	69/6%	8/1%	9/1%	0/0%	0/0%	0/0%	78/7%	4/0%	14/1%	1/0%	1/0%	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.

Certified As Final By: Tyrone J. Reynolds

Labor Relations Officer 3

02-03-2016

[signature]

[title]

[date]