

EEOP Utilization Report



Thu Sep 15 07:44:18 EDT 2016

Step 1: Introductory Information

Grant Title: Edward Byrne Memorial Justice Assistance Grant(JAG) **Grant Number:** 431032401500001

Grantee Name: Durham County Government **Award Amount:** \$163,220.00

Grantee Type: Local Government Agency

Address: 200 East Main Street
Durham, North Carolina
27701

Contact Person: Crystally Wright **Telephone #:** 919-560-0049

Contact Address: 200 East Main Street
Durham, North Carolina
27701

DOJ Grant Manager: **DOJ Telephone #:**

Grant Title: State Criminal Assistance Program(SCAAP) **Grant Number:** 431033001600001

Grantee Name: Durham County Government **Award Amount:** \$58,285.00

Grantee Type: Local Government Agency

Address: 200 East Main Street
Durham, North Carolina
27701

Contact Person: Crystally Wright **Telephone #:** 919-560-0049

Contact Address: 200 East Main Street
Durham, North Carolina
27701

DOJ Grant Manager: **DOJ Telephone #:**

Grant Title: 2015 Byrne JA Grant **Grant Number:** 437031571600001

Grantee Name: Durham County Government **Award Amount:** \$119,843.00

Grantee Type: Local Government Agency

Address: 200 East Main Street
Durham, North Carolina
27701

Contact Person: Crystally Wright **Telephone #:** 919-560-0049

Contact Address: 200 East Main Street
Durham, North Carolina
27701

DOJ Grant Manager: **DOJ Telephone #:**

Grant Title: Durham County Juvenile Diversion Program-JJDP **Grant Number:** 437031511600004
Grantee Name: Durham County Government **Award Amount:** \$79,538.00
Grantee Type: Local Government Agency
Address: 200 East Main Street
Durham, North Carolina
27701
Contact Person: Crystally Wright **Telephone #:** 919-560-0049
Contact Address: 200 East Main Street
Durham, North Carolina
27701
DOJ Grant Manager: **DOJ Telephone #:**

Grant Title: Project Build **Grant Number:** 495023171600007
Grantee Name: Durham County Government **Award Amount:** \$56,246.00
Grantee Type: Local Government Agency
Address: 200 East Main Street
Durham, North Carolina
27701
Contact Person: Crystally Wright **Telephone #:** 919-560-0049
Contact Address: 200 East Main Street
Durham, North Carolina
27701
DOJ Grant Manager: **DOJ Telephone #:**

Grant Title: Edward Byrne Memorial Justice Assistance Grant(JAG) **Grant Number:** 431032401600001
Grantee Name: Durham County Government **Award Amount:** \$142,255.00
Grantee Type: Local Government Agency
Address: 200 East Main Street
Durham, North Carolina
27701
Contact Person: Crystally Wright **Telephone #:** 919-560-0049
Contact Address: 200 East Main Street
Durham, North Carolina
27701
DOJ Grant Manager: **DOJ Telephone #:**

Grant Title:	Edward Byrne Memorial Justice Assistance Grant(JAG)	Grant Number:	431032401400001
Grantee Name:	Durham County Government	Award Amount:	\$147,796.00
Grantee Type:	Local Government Agency		
Address:	200 East Main Street Durham, North Carolina 27701		
Contact Person:	Crystally Wright	Telephone #:	919-560-0049
Contact Address:	200 East Main Street Durham, North Carolina 27701		
DOJ Grant Manager:		DOJ Telephone #:	

Policy Statement:

Durham County provides a workplace that is free from all discrimination, harassment and retaliation. The policy establishes that County services are performed without regards to race, sex, color, religion, national origin, disability, age, or any other non-merit factor, except where religion or sex are bona fide occupational qualifications for employment, and where disability does not create an unreasonable barrier to satisfactory job performance with or without accommodation.

Step 4b: Narrative Underutilization Analysis

Durham County Government reviewed the Utilization Analysis (comparing the County's workforce to the relevant labor market) and is committed to improving recruitment efforts to retain and diversify its workforce. The narrative below represents statements related to notable underrepresented groups greater than or equal to ten (10) percent and are areas of the most concern for the County.

1. White males were significantly under-represented in the following categories: Officials/Administrators (-15%), Professionals (-26%), and Administrative Support (-19%).
2. Hispanic or Latino males were significantly under-represented in the following categories: Protective Services-Sworn Patrol Officers (-20%), Skilled Craft (-28%), and Service/Maintenance (-10%).
3. White females were significantly under-represented in the following categories: Officials/Administrators (-13%), Technicians (-12%), Administrative Support (-14%), and Service/Maintenance (-15%).
4. Black or African American females were significantly under-represented in the following category: Technicians (-11%).

Step 5 & 6: Objectives and Steps

1. To encourage White males and White females to apply for vacancies in the Officials/Administrators job category

- a. Human Resources will continue to offer diversity training for supervisors to make supervisors and managers more aware of the need for our workforce to reflect the demographics of our labor pool.
- b. Human Resources will collaborate with departments to enhance outreach efforts that target white males and white females in this job category through participating in job fairs, trade associations, professional journals, educational institutions, and continue to place all job postings with the Employment Security Commission and social media.
- c. Human Resources will make the management of affected departments aware of this underrepresentation. Human Resources will conduct a more detailed workforce analysis to identify which particular County departments represent significant under-represented White males and White females in this job category.

2. To encourage White males to apply for vacancies in the Professional job category.

- a. Human Resources will continue to offer diversity training for supervisors to make supervisors and managers more aware of the need for our workforce to reflect the demographics of our labor pool.
- b. Human Resources will collaborate with departments to enhance outreach efforts that target White males in this job category through ongoing participation in job fairs, educational institutions, and continue to place all job postings with the Employment Security Commission and social media.
- c. Human Resources will make the management of affected departments aware of this underrepresentation. Human Resources will conduct a more detailed workforce analysis to identify which particular County departments represent significant underutilization of White males in this job category.

3. To encourage White females and Black or African American females to apply for vacancies in the Technician job category.

- a. Human Resources will continue to offer diversity training for supervisors to make supervisors and managers more aware of the need for our workforce to reflect the demographics of our labor pool.
- b. Human Resources will collaborate with departments to enhance outreach efforts that target White females and Black or African American females in this job category through participation in job fairs, trade associations/schools, community colleges/vocational schools, newspapers, social media (i.e. Twitter) and continue to place all job postings with the Employment Security Commission and social media.
- c. Human Resources will make the management of affected departments aware of this underrepresentation. Human Resources will conduct a more detailed workforce analysis to identify which particular County departments represent

significant underutilization of White females and Black or African American females in this job category.

4. To encourage Hispanic or Latino males to apply for vacancies in the Protective Services: Sworn Patrol Officers job category.

- a. Human Resources will continue to offer diversity training for supervisors to make supervisors and managers more aware of the need for our workforce to reflect the demographics of our labor pool.
- b. Human Resources will collaborate with departments to enhance outreach efforts that target Hispanic or Latino males in this job category through participation in job fairs, trade associations, community colleges, high schools, and continue to place all job postings with the Employment Security Commission and social media.
- c. Human Resources will make management of affected departments aware of this underrepresentation. Human Resources will conduct a more detailed workforce analysis to identify which particular County departments represent significant underutilization of Hispanic or Latino males in this job category.

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

- a. Human Resources will continue to offer diversity training for supervisors to make supervisors and managers more aware of the need for our workforce to reflect the demographics of our labor pool.
- b. Human Resources will collaborate with departments to enhance outreach efforts that target White females and White males in this job category through job fairs, trade associations, professional journals, educational institutions, and continue to place all job postings with the Employment Security Commission and social media.
- c. Human Resources will make management of affected departments aware of this underrepresentation. Human Resources will conduct a more detailed workforce analysis to identify which particular County departments represent significant underutilization of White females and White males in this job category.

6. To encourage Hispanic or Latino males to apply for vacancies in the Skilled Craft job category.

- a. Human Resources will continue to offer diversity training for supervisors to make supervisors and managers more aware of the need for our workforce to reflect the demographics of our labor pool.
- b. Human Resources will collaborate with departments to enhance outreach efforts that target Hispanic or Latino males in this job category through job fairs, trade associations, vocational/trade schools, and continue to place all job postings with the Employment Security Commission and social media.
- c. Human Resources will make management of affected departments aware of this underrepresentation. Human Resources will conduct a more detailed workforce analysis to identify which particular County departments represent significant underutilization of Hispanic or Latino males in this job category.

7. To encourage Hispanic or Latino males and White females to apply for vacancies in the Service/Maintenance job category.

- a. Human Resources will continue to offer diversity training for supervisors to make supervisors and managers more aware of the need for our workforce to reflect the demographics of our labor pool.
- b. Human Resources will collaborate with departments to enhance outreach efforts that target Hispanic or Latino males and White females in this job categories through job fairs, trade associations, vocational/trade schools, referrals through current County employees, and continue to place all job postings with the Employment Security Commission and social media.
- c. Human Resources will make management of affected departments aware of this underrepresentation. Human Resources will conduct a more detailed workforce analysis to identify which particular County departments represent significant underutilization of Hispanic or Latino males and White females in this job category.

Step 7a: Internal Dissemination

1. Information regarding the EEO Plan is made available online via the intranet for employees. Elements of these policies are communicated to employees periodically through standard employee communication processes and training courses/workshops.

2. Durham County's commitment to EEO is presented as a part of our new employee orientation program. Each new

employee will be informed of the EEO Plan and will be directed where to go to access the entire policy and its procedures via Durham County's intranet.

3. Department Directors and hiring managers will receive periodic training to fully acquaint them with the EEO law and all applicable federal and state laws.

4. The intent of the EEO Plan and Policy will be discussed periodically at The Leadership Team meeting and Department Head staff meetings.

5. State and federal EEO notices are posted on department bulletin boards throughout Durham County.

6. The importance of complying with EEO regulations will be communicated with all stakeholders to gain their understanding, support, cooperation, and compliance.

Step 7b: External Dissemination

1. Durham County's EEO plan is a public document and can be accessed via Durham County's website (www.dconc.gov) to any persons of interest.

2. Notify each recruiting source that Durham County is an Equal Employment Opportunity Employer.

3. Notify each consultant, contractor, subcontractor, and vendor conducting business that Durham County is an Equal Employment Opportunity Employer and provide notice on where they can access the EEO Plan.

Utilization Analysis Chart
Relevant Labor Market: Durham County, North Carolina

Male							Female							
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
1/1%	17/14%	0/0%	1/1%	0/0%	0/0%	0/0%	23/19%	0/0%	47/39%	0/0%	0/0%	0/0%	0/0%	0/0%
5/2%	2,060/7%	25/0%	800/3%	0/0%	85/0%	40/0%	9,585/32%	415/1%	3,080/10%	15/0%	415/1%	0/0%	195/1%	25/0%
1%	7%	-0%	-2%	0%	-0%	-0%	-13%	-1%	28%	-0%	-1%	0%	-1%	-0%
1/1%	55/10%	0/0%	1/0%	0/0%	0/0%	0/0%	124/23%	13/2%	271/51%	1/0%	1/0%	0/0%	3/1%	0/0%
0/2%	3,015/6%	40/0%	3,225/6%	0/0%	335/1%	110/0%	17,460/32%	885/2%	5,470/10%	65/0%	2,350/4%	0/0%	370/1%	200/0%
0%	5%	-0%	-6%	0%	-1%	-0%	-9%	1%	41%	0%	-4%	0%	-0%	-0%
1/2%	10/6%	0/0%	1/1%	0/0%	0/0%	0/0%	34/21%	3/2%	11/7%	0/0%	1/1%	0/0%	1/1%	0/0%
5/0%	565/6%	10/0%	435/5%	0/0%	40/0%	20/0%	2,935/33%	105/1%	1,570/18%	0/0%	405/5%	0/0%	30/0%	65/1%
2%	-0%	-0%	-4%	0%	-0%	-0%	-12%	1%	-11%	0%	-4%	0%	0%	-1%
1/1%	31/31%	0/0%	2/2%	0/0%	0/0%	0/0%	5/5%	0/0%	19/19%	0/0%	0/0%	0/0%	0/0%	0/0%
1/1%	645/25%	0/0%	30/1%	0/0%	10/0%	0/0%	290/11%	4/0%	405/15%	0/0%	0/0%	0/0%	0/0%	0/0%
0%	6%	0%	1%	0%	-0%	0%	-6%	-0%	4%	0%	0%	0%	0%	0%
1/1%	93/36%	1/0%	0/0%	0/0%	0/0%	0/0%	14/5%	1/0%	54/21%	0/0%	0/0%	0/0%	0/0%	0/0%
35/21%	1,885/24%	0/0%	70/1%	15/0%	20/0%	0/0%	635/8%	530/7%	2,045/26%	0/0%	0/0%	0/0%	95/1%	25/0%
20%	12%	0%	-1%	-0%	-0%	0%	-3%	-6%	-5%	0%	0%	0%	-1%	-0%

Male							Female							
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
11%	15/21%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	6/9%	0/0%	0/0%	0/0%	0/0%	0/0%
10%	40/25%	0/0%	0/0%	0/0%	0/0%	0/0%	10/6%	0/0%	20/12%	0/0%	0/0%	0/0%	0/0%	0/0%
1%	-4%	0%	0%	0%	0%	0%	-6%	0%	-4%	0%	0%	0%	0%	0%
11%	38/8%	1/0%	0/0%	0/0%	1/0%	0/0%	100/20%	45/9%	285/58%	1/0%	1/0%	0/0%	2/0%	0/0%
25/3%	3,775/10%	65/0%	440/1%	0/0%	230/1%	10/0%	13,270/34%	1,150/3%	9,115/24%	90/0%	460/1%	0/0%	385/1%	150/0%
2%	-2%	0%	-1%	0%	-0%	-0%	-14%	6%	34%	-0%	-1%	0%	-1%	-0%
10%	9/22%	0/0%	0/0%	0/0%	0/0%	0/0%	1/2%	0/0%	2/5%	0/0%	0/0%	0/0%	0/0%	0/0%
50/28%	2,015/17%	20/0%	390/3%	0/0%	49/0%	4/0%	270/2%	105/1%	200/2%	0/0%	35/0%	0/0%	15/0%	0/0%
28%	6%	-0%	-3%	0%	-0%	-0%	0%	-1%	3%	0%	-0%	0%	-0%	0%
10%	27/66%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/2%	5/12%	0/0%	0/0%	0/0%	0/0%	0/0%
00/10%	6,875/22%	30/0%	610/2%	0/0%	125/0%	125/0%	4,895/15%	2,720/9%	6,305/20%	20/0%	340/1%	0/0%	165/1%	30/0%
10%	44%	-0%	-2%	0%	-0%	-0%	-15%	-6%	-8%	-0%	-1%	0%	-1%	-0%

Significant Underutilization Chart

Male							Female							
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
							✓							
			✓				✓				✓			
			✓				✓		✓		✓			
✓								✓						
							✓							
			✓				✓				✓			
✓							✓							
✓							✓							

Law Enforcement Category Rank Chart

Male							Female							
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
0/0%	2/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/25%	0/0%	0/0%	0/0%	0/0%	0/0%
0/0%	5/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/20%	0/0%	0/0%	0/0%	0/0%	0/0%
0/0%	4/24%	0/6%	1/6%	0/0%	0/0%	0/0%	1/6%	0/0%	2/12%	0/0%	0/0%	0/0%	0/0%	0/0%
1/2%	19/34%	0/2%	1/2%	0/0%	0/0%	0/0%	4/7%	0/0%	13/23%	0/0%	0/0%	0/0%	0/0%	0/0%
0/0%	1/8%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/8%	0/0%	0/0%	0/0%	0/0%	0/0%
1/1%	93/36%	1/0%	0/0%	0/0%	0/0%	0/0%	14/5%	1/0%	54/21%	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.


[signature]

County Manager
[title]

Sept 21, 16
[date]