

EEO Utilization Report

Organization Information

Name: County Of Lassen

City: Susanville

State: CA

Zip: 96130

Type: County/Municipal Government (not law enforcement)

Thu 10-04-2018 18:38:22 EDT

Step 1: Introductory Information

Policy Statement:

It is the policy of the Lassen County Board of Supervisors to provide equal opportunities in all areas of employment to all people, including clients and volunteers, unpaid interns and independent contractors, visitors, and third parties, regardless of race, color, sex (including pregnancy, childbirth or related medical condition), national origin, religion, marital status, religious creed, ancestry, physical or mental disability, political affiliation, military service, sexual orientation, gender, gender identification, gender expression, medical condition (cancer and genetic characteristics) or disability (medical and physical, including HIV and AIDS) and denial of family care leave and pregnancy leave, or any other classification protected by federal, state and local laws, and ordinances or other factors not directly related to the duties of the County jobs involved. This policy applies to all employment practices, including recruitment, selection, promotion, transfer, retention, merit increase, salary, training and development, demotion, and separation.

All personnel policies and procedures regarding employment and employee utilization shall preserve the concept of equal opportunity in all terms, conditions and benefits of employment and compliance with the State of California and Federal laws and guidelines.

Inquiries regarding the County's Equal Employment Opportunity policies may be directed to:

Richard Egan

County Administrative Officer 221 S. Roop Street Ste. 4

Susanville, CA 96130

Telephone: 530-251-8333

Following File has been uploaded:nondiscrimination policy.pdf

Step 4b: Narrative of Interpretation

White Females were under-represented in the following job categories: Technicians

Hispanic or Latino Females were under-represented in the following job categories: Technicians

White Males were under-represented in the following job categories: Protective Services, Sworn; Administrative Support

Hispanic or Latino Males were under-represented in the following job categories: Protective Services, Sworn

Black or African American Males were under-represented in the following job categories: Protective Services, Non-Sworn

Step 5: Objectives and Steps

1. To encourage more candidates to apply for vacancies in under-represented job categories

a. Identify trainee and entry-level job classifications that may provide additional opportunities for under-represented populations by developing recruitment plans that would target underutilized populations

collect and analyze data for each open recruitment.

develop a marketing plan for underutilized populations

Step 6: Internal Dissemination

Post a copy of the Equal Employment Opportunity Plan (EEOP) on the County's intranet website

Post a copy of the EEOP on employee notice boards in all County departments.

Include a copy of the EEOP among the materials displayed in the lobby of Administration/Personnel.

Step 7: External Dissemination

Post a copy of the Equal Employment Opportunity Plan on the County's website

Include a copy of the EEOP among the materials displayed in the lobby of Administration/Personnel

Bring a copy of the EEOP to all job fairs attended by the County

**Utilization Analysis Chart
Relevant Labor Market: Lassen County, California**

Job Categories	Male										Female					
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Pacific Islander	Two or More Races	Other
Officials/Administrators																
Workforce #/%	20/53%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	17/45%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	780/61%	0/0%	4/0%	10/1%	4/0%	0/0%	4/0%	0/0%	445/35%	29/2%	0/0%	4/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-8%	0%	-0%	-1%	-0%	0%	-0%	0%	10%	0%	0%	-0%	0%	0%	0%	0%
Professionals																
Workforce #/%	14/36%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	19/49%	3/8%	0/0%	0/0%	1/3%	0/0%	1/3%	0/0%
CLS #/%	850/43%	30/2%	45/2%	0/0%	4/0%	0/0%	4/0%	0/0%	980/50%	19/1%	0/0%	4/0%	30/2%	0/0%	4/0%	4/0%
Utilization #/%	-7%	1%	-2%	0%	-0%	0%	-0%	0%	-1%	7%	0%	-0%	1%	0%	2%	-0%
Technicians																
Workforce #/%	30/75%	3/8%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	6/15%	0/0%	0/0%	0/0%	0/0%	0/0%	1/2%	0/0%
CLS #/%	70/41%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	70/41%	30/18%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	34%	8%	0%	0%	0%	0%	0%	0%	-26%	-18%	0%	0%	0%	0%	2%	0%
Protective Services:																
Sworn																
Workforce #/%	46/47%	1/1%	1/1%	1/1%	1/1%	0/0%	0/0%	0/0%	39/40%	4/4%	2/2%	0/0%	0/0%	1/1%	1/1%	0/0%
CLS #/%	1,235/77%	165/10%	4/0%	20/1%	0/0%	4/0%	4/0%	10/1%	125/8%	30/2%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-30%	-9%	1%	-0%	1%	-0%	-0%	-1%	32%	2%	2%	0%	0%	1%	1%	0%
Protective Services: Non-sworn																
Workforce #/%	5/11%	2/5%	0/0%	1/2%	0/0%	0/0%	0/0%	0/0%	26/59%	4/9%	1/2%	2/5%	0/0%	2/5%	1/2%	0/0%
Civilian Labor Force #/%	4/17%	0/0%	15/65%	0/0%	0/0%	0/0%	0/0%	0/0%	4/17%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-6%	5%	-65%	2%	0%	0%	0%	0%	42%	9%	2%	5%	0%	5%	2%	0%
Administrative Support																
Workforce #/%	9/8%	1/1%	0/0%	0/0%	0/0%	0/0%	1/1%	0/0%	94/79%	12/10%	0/0%	1/1%	0/0%	1/1%	0/0%	0/0%
CLS #/%	535/22%	55/2%	0/0%	10/0%	40/2%	0/0%	4/0%	0/0%	1,475/62%	180/8%	0/0%	50/2%	20/1%	4/0%	18/1%	4/0%
Utilization #/%	-15%	-1%	0%	-0%	-2%	0%	1%	0%	17%	3%	0%	-1%	-1%	1%	-1%	-0%

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
Skilled Craft																
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%
CLS #/%	725/75%	125/13%	0/0%	0/0%	0/0%	25/3%	0/0%	30/3%	65/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	25%	-13%	0%	0%	0%	-3%	0%	-3%	-7%	0%	0%	0%	0%	0%	0%	0%
Service/Maintenance																
Workforce #/%	28/57%	1/2%	0/0%	0/0%	1/2%	0/0%	0/0%	0/0%	18/37%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,065/46%	45/2%	4/0%	95/4%	4/0%	25/1%	10/0%	15/1%	855/37%	80/3%	55/2%	25/1%	20/1%	0/0%	4/0%	0/0%
Utilization #/%	11%	0%	-0%	-4%	2%	-1%	-0%	-1%	-0%	-1%	-2%	-1%	-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
Technicians									✓	✓						
Protective Services: Sworn	✓	✓														
Protective Services: Non-sworn			✓													
Administrative Support	✓															

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.



[signature]

[title]

10-10-18

[date]

LASSEN COUNTY EQUAL EMPLOYMENT OPPORTUNITY POLICY

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