

# EEOP Utilization Report



Mon Mar 06 11:57:24 EST 2017

## Step 1: Introductory Information

<b>Grant Title:</b>	JRI Risk and Needs Screening	<b>Grant Number:</b>	17C01
<b>Grantee Name:</b>	Salt Lake County Sheriff's Office	<b>Award Amount:</b>	\$546,353.00
<b>Grantee Type:</b>	Local Government Agency		
<b>Address:</b>	3365 S 900 W Salt Lake City, Utah 84119		
<b>Contact Person:</b>	Matt Dumont	<b>Telephone #:</b>	385-468-8795
<b>Contact Address:</b>	3415 S 900 W Salt Lake City, Utah 84119		
<b>State Granting Agency:</b>	Commission on Criminal and Juvenile Justice	<b>Grant Number:</b>	17C01
<b>Contact Name:</b>	Doreen Weyland		
<b>Contact Address:</b>	East Capitol Building E-330 Salt Lake City, Utah 84114		
<b>Telephone #:</b>	801-538-1323		

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### Policy Statement:

Salt Lake County does not tolerate discrimination, retaliation or any form of harassment based on race, color, national origin, religion, age, disability, genetic information, gender, gender identity, pregnancy, sexual orientation, marital status and military or veteran status. Violation of this policy will result in discipline, up to and including, termination.

## **Step 4b: Narrative Underutilization Analysis**

Salt Lake County Human Resources Employee Relations reviewed the Utilization Analysis Chart on behalf of the Salt Lake County Sheriffs Office, and noted the following:

1. Females are significantly underutilized in the Protective Services category.
2. Hispanic/Latino males are significantly underutilized in the Protective Services category.
3. Males are significantly underutilized in the Administrative Support category.

The Salt Lake County Sheriffs Office is committed to employing a workforce that mirrors the County labor force and the community it serves. In reviewing the Utilization Analysis Chart, we identified specific areas of under-utilization in both females and Hispanic/Latino males in the Protective Services Sworn category. The objectives we have established address these areas of concern in an effort to successfully recruit the most qualified candidates.

The Utilization Analysis also indicated males are underutilized in Administrative Support positions. In reviewing these positions, we find they are predominantly occupied by females and are typically lower paying.

## **Step 5 & 6: Objectives and Steps**

### **1. Encourage females to apply for vacancies in the Protective Services Sworn category.**

- a. A bi-annual review of recruitment practices and retention efforts will be conducted to minimize and prevent adverse impact on female applicants.
- b. Analysis of past recruitments show they physical test requirements of the Utah State Peace Officers Standards and Training Division are a barrier for all applicants particularly females. To overcome this barrier, the Sheriffs Office holds a class for applicants to explain the requirements and to help applicants prepare for the physical test.
- c. The Sheriffs Office works with the Mayors Office Diversity Affairs to disseminate job announcements to diverse organizations and groups such as: Utah Women in Law Enforcement, Centro Civico, Comunidades Unidas, Latino Community Center, Hispanic Chamber of Commerce, Latinos in Action and Proyecto Latino De Utah.
- d. At job fairs, a female tactical officer attends to encourage females to apply for vacancies and to show they can do the job.
- e. Human Resources also disseminates job announcements to colleges and universities with Criminal Justice classes such as: Argosy University, Eagle Gate College, Provo College and the University of Phoenix.
- f. The Sheriffs Office uses pictures of current employees of varying ethnic and racial backgrounds and genders on billboards, mailers and flyers to encourage minorities and females to apply for vacancies.

### **2. Encourage Hispanic/Latino males to apply for vacancies in the Protective Services.**

- a. A bi-annual review of recruitment practices and retention efforts will be conducted to minimize and prevent adverse impact on Hispanic/Latino applicants.
- b. Analysis of past recruitments shows the physical test requirements of the Utah State Peace Officers Standards and Training Division are a barrier for all applicants. To overcome this barrier, the Sheriffs Office holds a class for applicants to explain the requirements and to help applicants prepare for the physical test.
- c. The Sheriffs Office uses pictures of current employees of varying ethnic and racial backgrounds and genders on billboards, mailers and flyers to encourage minorities to apply for vacancies.
- d. The Sheriffs Office works with the Mayors Office Diversity Affairs to disseminate job announcements to diverse organizations and groups such as: Centro Civico, Comunidades Unidas, Latino Community Center, Hispanic Chamber of Commerce, Latinos in Action and Proyecto Latino De Utah.
- e. Human Resources also disseminates job announcements to colleges and universities with Criminal Justice classes such as: Argosy University, Eagle Gate College, Provo College and the University of Phoenix.

### **Step 7a: Internal Dissemination**

The EEOP Utilization Report will be included on the Salt Lake County Sheriffs Office Intranet site.

The EEOP Utilization Report will be distributed to all supervisory employees in the Sheriffs Office.

Hard copies of the EEOP Utilization Report will be available in the Salt Lake County Human Resources Office and the Sheriffs Human Resources office in the Government Center.

Employees of the Salt Lake County Sheriffs Office will be notified through email/eConnect of the availability of the EEOP Utilization Report on the Salt Lake County Sheriffs Office Intranet site and that a copy is available in the Salt Lake County Human Resources Office and the Sheriffs Human Resources Office in the Government Center.

The Salt Lake County Sheriffs Office will post notice of the EEOP Utilization Report in common areas, such as break rooms, including that it is available on the Sheriffs Office website, Intranet site and that a hard copy of the report is available in the Salt Lake County Human Resources Office and the Sheriffs Human Resources Office in the Government Center.

### **Step 7b: External Dissemination**

The EEOP Utilization Report will be included on the Salt Lake County Sheriffs Office Internet site, found at <http://slsheriff.org/>.

A hard copy of the EEOP Utilization Report will be available for review in the Human Resources Office and in the Sheriffs Administration Office to the general public, contractors and vendors. A hard copy of the EEOP Utilization Report will also be available upon request.

**Utilization Analysis Chart**  
**Relevant Labor Market: Salt Lake County, Utah**

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
<b>Officials/Administrators</b>																
Workforce #/%	7/64%	0/0%	1/9%	0/0%	0/0%	0/0%	0/0%	0/0%	3/27%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	42,335/58%	3,190/4%	510/1%	45/0%	885/1%	235/0%	194/0%	120/0%	22,885/31%	1,905/3%	200/0%	60/0%	535/1%	185/0%	230/0%	50/0%
Utilization #/%	6%	-4%	8%	-0%	-1%	-0%	-0%	-0%	-4%	-3%	-0%	-0%	-1%	-0%	-0%	-0%
<b>Professionals</b>																
Workforce #/%	29/40%	0/0%	0/0%	1/1%	0/0%	0/0%	1/1%	0/0%	39/53%	2/3%	0/0%	0/0%	1/1%	0/0%	0/0%	0/0%
CLS #/%	51,635/48%	1,755/2%	575/1%	105/0%	2,160/2%	195/0%	214/0%	220/0%	44,640/42%	2,565/2%	350/0%	270/0%	1,920/2%	210/0%	480/0%	270/0%
Utilization #/%	-8%	-2%	-1%	1%	-2%	-0%	1%	-0%	12%	0%	-0%	-0%	-0%	-0%	-0%	-0%
<b>Technicians</b>																
Workforce #/%	12/38%	0/0%	1/3%	0/0%	0/0%	0/0%	1/3%	0/0%	18/56%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	8,795/50%	630/4%	25/0%	90/1%	405/2%	35/0%	80/0%	4/0%	6,400/36%	640/4%	70/0%	40/0%	335/2%	4/0%	150/1%	20/0%
Utilization #/%	-12%	-4%	3%	-1%	-2%	-0%	3%	-0%	20%	-4%	-0%	-0%	-2%	-0%	-1%	-0%
<b>Protective Services: Sworn-Officials</b>																
Workforce #/%	54/73%	6/8%	0/0%	0/0%	0/0%	2/3%	1/1%	0/0%	9/12%	2/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	6,200/69%	385/4%	140/2%	45/1%	135/2%	225/3%	45/1%	10/0%	1,675/19%	55/1%	0/0%	10/0%	0/0%	10/0%	15/0%	0/0%
Utilization #/%	4%	4%	-2%	-1%	-2%	0%	1%	-0%	-7%	2%	0%	-0%	0%	-0%	-0%	0%
<b>Protective Services: Sworn-Patrol Officers</b>																
Workforce #/%	302/67%	32/7%	8/2%	1/0%	10/2%	18/4%	10/2%	0/0%	58/13%	7/2%	1/0%	0/0%	2/0%	3/1%	2/0%	0/0%
Civilian Labor Force #/%	21,890/40%	8,090/15%	440/1%	330/1%	450/1%	920/2%	425/1%	110/0%	14,755/27%	5,075/9%	275/1%	250/0%	690/1%	775/1%	179/0%	115/0%
Utilization #/%	27%	-8%	1%	-0%	1%	2%	1%	-0%	-14%	-8%	-0%	-0%	-1%	-1%	0%	-0%
<b>Protective Services: Non-sworn</b>																

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 #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	500/33%	115/8%	0/0%	15/1%	0/0%	10/1%	20/1%	0/0%	800/53%	50/3%	0/0%	0/0%	0/0%	10/1%	0/0%	0/0%
Utilization #/%																
<b>Administrative Support</b>																
Workforce #/%	20/14%	2/1%	0/0%	0/0%	0/0%	2/1%	0/0%	0/0%	95/66%	17/12%	0/0%	2/1%	0/0%	4/3%	3/2%	0/0%
CLS #/%	57,735/34%	6,370/4%	920/1%	195/0%	1,385/1%	515/0%	845/0%	265/0%	84,170/50%	10,650/6%	1,005/1%	555/0%	2,405/1%	1,425/1%	690/0%	455/0%
Utilization #/%	-20%	-2%	-1%	-0%	-1%	1%	-0%	-0%	16%	5%	-1%	1%	-1%	2%	2%	-0%
<b>Skilled Craft</b>																
Workforce #/%	14/82%	1/6%	0/0%	0/0%	1/6%	0/0%	1/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	36,140/72%	9,390/19%	260/1%	350/1%	720/1%	425/1%	260/1%	100/0%	1,740/3%	370/1%	0/0%	4/0%	185/0%	55/0%	20/0%	0/0%
Utilization #/%	10%	-13%	-1%	-1%	4%	-1%	5%	-0%	-3%	-1%	0%	-0%	-0%	-0%	-0%	0%
<b>Service/Maintenance</b>																
Workforce #/%	8/67%	1/8%	0/0%	0/0%	0/0%	0/0%	1/8%	0/0%	2/17%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	49,350/38%	19,790/15%	1,685/1%	705/1%	2,680/2%	1,525/1%	450/0%	245/0%	32,665/25%	13,920/11%	835/1%	705/1%	2,790/2%	1,005/1%	295/0%	235/0%
Utilization #/%	28%	-7%	-1%	-1%	-2%	-1%	8%	-0%	-9%	-11%	-1%	-1%	-2%	-1%	-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
<b>Protective Services: Sworn-Patrol Officers</b>		✓							✓	✓						
<b>Administrative Support</b>	✓															

### 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
<b>Captain</b>																
Workforce #/%	5/83%	1/17%	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%
<b>Lieutenant</b>																
Workforce #/%	9/53%	2/12%	0/0%	0/0%	0/0%	0/0%	1/6%	0/0%	4/24%	1/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Sergeant</b>																
Workforce #/%	40/78%	3/6%	0/0%	0/0%	0/0%	2/4%	0/0%	0/0%	5/10%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Protective Services: Sworn-Patrol Officers</b>																
Workforce #/%	302/67%	32/7%	8/2%	1/2%	10/2%	18/4%	10/2%	0/0%	58/13%	7/2%	1/0%	0/0%	2/0%	3/1%	2/0%	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: Nilsa A F Carter

ER/EEO Manager

03-06-2017

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[signature]

[title]

[date]