

EEOP Short Form



Mon Dec 21 11:48:11 EST 2009

Step 1: Introductory Information

Grant Title: VOCA Basic Grant **Grant Number:** 06-2622 & 07-2903
Grantee Name: District Attorney **Award Amount:** \$81,632.00
Grantee Type: Local Government Agency
Address: 125 E. 8th Ave.
Eugene, Oregon
97401
Contact Person: Rebecca Messenger **Telephone #:** 541-682-4261
Contact Address: 125 E. 8th Ave.
Eugene, Oregon
97401
State Granting Agency: Oregon Department of Justice **Grant Number:**
Contact Name: Nancy Walker
Contact Address: 1162 Courty Street NE
Salem, Oregon
97401
Telephone #: 503-378-5344-5

Grant Title: Stop Violence Against Women **Grant Number:** 07-VAWA-2975
Formula Grant
Grantee Name: Sheriff's Office **Award Amount:** \$50,000.00
Grantee Type: Local Government Agency
Address: 125 E. 8th Ave.
Eugene, Oregon
97401
Contact Person: Rebecca Messenger **Telephone #:** 541-682-4261
Contact Address: 125 E. 8th Ave.
Eugene, Oregon
97401
State Granting Agency: Oregon Department of Justice **Grant Number:**
Crime Victims' Services Division
Contact Name: Christine Heyen
Contact Address: 1162 Court Street NE
Salem, Oregon
97301-4096
Telephone #: 503-378-5344-250

Grant Title: Edward Byrne Memorial Justice Assistance Grant **Grant Number:** 2005-DJ-BX-0330
Grantee Name: Sheriff's Office **Award Amount:** \$136,797.00
Grantee Type: Local Government Agency
Address: 125 E. 8th Ave.
Eugene, Oregon
97401
Contact Person: Judy Simpson **Telephone #:** 541-682-3744
Contact Address: 125 E. 8th Ave.
Eugene, Oregon
97401
State Granting Agency: Bureau of Justice Assistance **Grant Number:**
Contact Name:
Contact Address:
Telephone #:

Grant Title: Edward Byrne Memorial Justice Assistance Grant **Grant Number:** 2006-DJ-BX-0365
Grantee Name: Sheriff's Office **Award Amount:** \$76,930.00
Grantee Type: Local Government Agency
Address: 125 E. 8th Ave.
Eugene, Oregon
97401
Contact Person: Judy Simpson **Telephone #:** 541-682-3744
Contact Address: 125 E. 8th Ave.
Eugene, Oregon
97401
State Granting Agency: Bureau of Justice Assistance **Grant Number:**
Contact Name:
Contact Address:
Telephone #:

Grant Title: Edward Byrne Memorial Justice Assistance Grant **Grant Number:** 2007-DJ-BX-1076
Grantee Name: Sheriff's Office **Award Amount:** \$105,764.00

Grantee Type: Local Government Agency
Address: 125 E.8th Ave.
Eugene, Oregon
97401
Contact Person: Judy Simpson **Telephone #:** 541-682-3744
Contact Address: 125 E. 8th Ave.
Eugene, Oregon
97401
State Granting Agency: Bureau of Justice Assistance **Grant Number:**
Contact Name:
Contact Address:
Telephone #:

Grant Title: COPS Methamphetamine Grant **Grant Number:** 2006-CKWX0501
Grantee Name: Sheriff's Office **Award Amount:** \$197,446.00
Grantee Type: Local Government Agency
Address: 125 E. 8th Ave.
Eugene, Oregon
97401
Contact Person: Judy Simpson **Telephone #:** 541-682-3744
Contact Address: 125 E. 8th Ave.
Eugene, Oregon
97401
State Granting Agency: Office of Justice Programs **Grant Number:**
Contact Name:
Contact Address:
Telephone #:

Grant Title: Juvenile Accountability Block Grant **Grant Number:** 2006-6356
Grantee Name: Youth Services **Award Amount:** \$23,574.00
Grantee Type: Local Government Agency
Address: 2727 Martin Luther King Jr. Blvd.
Eugene, Oregon
97401
Contact Person: Pat Waler **Telephone #:** 541-682-4723

Contact Address: 2727 Martin Luther King Jr. Blvd.
Eugene, Oregon
97401

State Granting Agency: Oregon Commission on Children **Grant Number:**

Contact Name: Sandra Flickinger

Contact Address:

Telephone #:

Grant Title: Education and Technical Assistance to End Violence Against Women with Disabilities **Grant Number:** 226422

Grantee Name: Children and Families **Award Amount:** \$750,000.00

Grantee Type: Local Government Agency

Address: 125 E. 8th Ave.
Eugene, Oregon
97401

Contact Person: Diana Avery **Telephone #:** 541-682-6731

Contact Address: 125 E. 8th Ave.
Eugene, Oregon
97401

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

Grant Title: Victim Safety Through Enforcement **Grant Number:** 2006-WE-AX-0021

Grantee Name: Health and Human Services **Award Amount:** \$399,996.00

Grantee Type: Local Government Agency

Address: 125 E. 8th Ave.
Eugene, Oregon
97401

Contact Person: Janice Gotchall **Telephone #:** 541-682-3705

Contact Address: 125 E. 8th Ave.
Eugene, Oregon
97401

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

Grant Title: State Criminal Alien Assistance Program **Grant Number:** 2008 AP BX 1628

Step 4b: Narrative Underutilization Analysis

In reviewing the Utilization Analysis Chart, the Human Resources Diversity Program Supervisor for Lane County Government made the following observations:

Given the small numbers represented in the job categories Officials/Administrators (19), Protective Services: Sworn-Officials (34), and Skilled Craft (21), it is difficult to interpret the level of underutilization in these job categories as significant in relation to the relevant community labor market. Worth mentioning is the fact that in four of the nine job categories there is slight underutilization of Asian males (no greater than -2%), and there is an underutilization of people of color (Hispanic/Latino, Black/African American, American Indian/Alaska Native, Asian, Native Hawaiian/Pacific Islander, and Two or more races) across six of the nine categories (not exceeding -2% in any single race or ethnicity).

The most striking underutilization is of white women in the job categories of Technicians (-22%), Protective Services: Sworn-Patrol Officers (-17%), and Service/Maintenance (-26%).

Consistent with the Lane Manuals policy and commitment to having a workforce that reflects the community it serves, Lane County will examine its recruitment and retention practices to see if there may be ways to attract more people of color to the organization and to encourage white women to apply for Technician, Patrol, and Service/Maintenance positions.

Step 5 & 6: Objectives and Steps

1. Identify barriers in recruitment that might deter white women from applying or remaining at the County as Technicians, Patrol Officers, or Service/Maintenance workers.

- a. Building on our practice of offering exit interviews or questionnaires to all employees who leave the organization, the Human Resources department will review the comments from female technicians, patrol officers, and service/maintenance workers who left Lane County in the last 24 months. Based on this information, Human Resources will consider how its employment policies or practices may affect the recruitment and retention of these female workers.
- b. Our employment application has a question asking applicants how they first learned about the job posting. The Human Resources department will compile and review this data for women and people of color hired within the past 24 months. The results of this data may increase targeted advertising or lead to a series of focus groups to gather feedback about the Countys recruitment practices. Based on the information collected, Human Resources will reexamine our outreach and recruitment strategies for these job categories within the next 12 months.
- c. Department directors who supervise the majority of Technicians and Service/Maintenance positions within the County will meet together to discuss the barriers of recruiting females into these male-dominated positions and develop strategies, in conjunction with Human Resources, to address these deficiencies.

2. Target women in the recruitment of Patrol Officers.

- a. The Sheriffs office will investigate the feasibility (legal parameters, staff capacity, etc.) of offering a separate female recruitment class. When offered in the past, this program has yielded higher numbers of female recruits and led to the successful hiring of more female officers.
- b. The Explorer Program is a volunteer program for 16-21 year old youth seeking career education, training, and practical experience in the field of law enforcement. This program does not have a recruitment budget or formal recruitment process. The Boy Scouts of America is the official sponsor of this program and once these scouts have reached the age where they can no longer participate in the Boy Scouts they are encouraged to become a part of the Explorer program. Other potential Explorers are recruited through current or former Explorers, local high school counselors, Pioneer Pacific College, Criminal Justice Program at Lane Community College, and friends, relatives, or acquaintances of Sheriff's Office employees. Acknowledging that this is potentially a pipeline into Patrol positions, a memo will be sent to Sheriff's office employees encouraging them to recommend young people, girls in particular, to participate in the Explorer program.

3. Address the underutilization of people of color within the organization.

a. Research in this area suggests that organizations which successfully recruit and retain people of color do so, in large part, by creating a respectful work environment where people feel welcome, valued, and engaged. To work toward the goal of our employees as our greatest recruitment tool, we will be piloting a project at the Department of Youth Services. We will gather data, County-wide, about new employees experiences during their first 18 months with the organization. What were helping and hindering factors on the job? What support were they glad to have? What support would they like to have had? From this information we will develop the program to support and mentor new hires. Our hope is that this will assist our retention efforts, lead to better recruitment by employees, and be a program we can roll out more broadly across the County

Step 7a: Internal Dissemination

1. Distribute printed copies of the EEOP to all Department Directors and elected officials.
2. Distribute an electronic copy of the EEOP to all employees in a supervisory position and to all employees in Human Resources.
3. Email all County employees about the EEOP with instructions for downloading a copy or requesting a hard copy.
4. Discuss the Countys EEOP at new employee orientation.
5. Post a copy of the EEOP on the County intranet.

Step 7b: External Dissemination

1. Post a copy of the EEOP on the Countys website.
2. Distribute printed copies of the EEOP to lobbies in County facilities (e.g.: Human Resources, County Administration, Mental Health, Animal Services, etc.) for customers to read or take.
3. Notify contractors and vendors that do business with the County that a copy of the EEOP is available upon request.
4. Send information and links to the completed EEOP to all County boards and commissions.
5. Include an overview of the EEOP and information about how to obtain a copy in the 2010-2011 budget document.
6. Include a story about the completed EEOP and how to obtain a copy in the Your Lane community newsletter.

Utilization Analysis Chart
Relevant Labor Market: Lane County, Oregon

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	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Officials/Administrators														
Workforce #/%	11/58%	1/5%	0/0%	0/0%	0/0%	0/0%	0/0%	6/32%	0/0%	0/0%	1/5%	0/0%	0/0%	0/0%
CLS #/%	12,065/57%	215/1%	95/0%	60/0%	220/1%	10/0%	145/1%	7,875/37%	195/1%	45/0%	75/0%	150/1%	4/0%	35/0%
Utilization #/%	1%	4%	-0%	-0%	-1%	-0%	-1%	-6%	-1%	-0%	5%	-1%	-0%	-0%
Professionals														
Workforce #/%	188/44%	4/1%	3/1%	2/0%	3/1%	0/0%	2/0%	183/43%	18/4%	5/1%	6/1%	5/1%	0/0%	7/2%
CLS #/%	12,460/43%	280/1%	80/0%	80/0%	465/2%	30/0%	135/0%	14,155/49%	450/2%	105/0%	175/1%	335/1%	0/0%	165/1%
Utilization #/%	1%	-0%	0%	0%	-1%	-0%	0%	-6%	3%	1%	1%	0%	0%	1%
Technicians														
Workforce #/%	74/64%	2/2%	1/1%	0/0%	2/2%	0/0%	1/1%	32/28%	0/0%	0/0%	1/1%	1/1%	0/0%	1/1%
CLS #/%	1,565/43%	8/0%	15/0%	10/0%	45/1%	10/0%	20/1%	1,800/50%	50/1%	20/1%	25/1%	40/1%	4/0%	10/0%
Utilization #/%	21%	2%	0%	-0%	0%	-0%	0%	-22%	-1%	-1%	0%	-0%	-0%	1%
Protective Services: Sworn-Officials														
Workforce #/%	27/79%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	7/21%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,455/74%	30/2%	40/2%	20/1%	30/2%	0/0%	0/0%	370/19%	8/0%	4/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	5%	-2%	-2%	-1%	-2%	0%	0%	2%	-0%	-0%	0%	0%	0%	0%
Protective Services: Sworn-Patrol Officers														
Workforce #/%	142/75%	7/4%	0/0%	3/2%	0/0%	0/0%	0/0%	35/19%	0/0%	1/1%	1/1%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	2,440/45%	885/16%	10/0%	70/1%	25/0%	10/0%	65/1%	1,495/27%	335/6%	40/1%	30/1%	25/0%	15/0%	20/0%
Utilization #/%	30%	-12%	-0%	0%	-0%	-0%	-1%	-9%	-6%	-0%	-0%	-0%	-0%	-0%
Protective Services: Non-sworn														
Workforce #/%	28/22%	5/4%	1/1%	1/1%	0/0%	0/0%	1/1%	88/68%	3/2%	1/1%	1/1%	0/0%	0/0%	0/0%
CLS #/%	105/48%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	115/52%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-26%	4%	1%	1%	0%	0%	1%	16%	2%	1%	1%	0%	0%	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	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Administrative Support														
Workforce #/%	9/5%	1/1%	0/0%	1/1%	0/0%	0/0%	1/1%	161/83%	11/6%	0/0%	4/2%	3/2%	0/0%	3/2%
CLS #/%	11,525/29%	365/1%	145/0%	155/0%	175/0%	25/0%	170/0%	25,140/64%	725/2%	140/0%	270/1%	470/1%	30/0%	235/1%
Utilization #/%	-24%	-0%	-0%	0%	-0%	-0%	0%	19%	4%	-0%	1%	0%	-0%	1%
Skilled Craft														
Workforce #/%	17/81%	1/5%	0/0%	1/5%	0/0%	1/5%	1/5%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	14,470/87%	485/3%	80/0%	190/1%	65/0%	45/0%	105/1%	1,135/7%	55/0%	4/0%	0/0%	15/0%	0/0%	15/0%
Utilization #/%	-6%	2%	-0%	4%	-0%	4%	4%	-7%	-0%	-0%	0%	-0%	0%	-0%
Service/Maintenance														
Workforce #/%	112/74%	6/4%	3/2%	9/6%	2/1%	0/0%	1/1%	16/11%	0/0%	0/0%	1/1%	1/1%	0/0%	0/0%
CLS #/%	25,560/51%	2,290/5%	240/0%	295/1%	335/1%	120/0%	335/1%	18,250/37%	1,220/2%	155/0%	335/1%	510/1%	60/0%	180/0%
Utilization #/%	23%	-1%	2%	5%	1%	-0%	-0%	-26%	-2%	-0%	-0%	-0%	-0%	-0%

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	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Sheriff, Undersheriff														
Workforce #/%	2/100%	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%
Captain														
Workforce #/%	2/100%	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%
Lieutenant														
Workforce #/%	5/100%	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%
Sergeant														
Workforce #/%	17/81%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	4/19%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Parole and Probation Manager														
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Parole and Probation Supervisor														
Workforce #/%	1/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/67%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services: Sworn-Patrol Officers														
Workforce #/%	142/75%	7/4%	0/0%	3/0%	0/0%	0/0%	0/0%	35/19%	0/0%	1/1%	1/1%	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 Short Form.

I have reviewed the foregoing EEOP Short Form and certify the accuracy of the reported workforce data and our organization's employment policies.

Jeff Spawz CAO 5-3-2010
[signature] [title] [date]