

EEO Utilization Report

Organization Information

Name: Story County

City: Nevada

State: IA

Zip: 50201

Type: County/Municipal Law Enforcement

Step 1: Introductory Information

Policy Statement:

EQUAL EMPLOYMENT OPPORTUNITY

It is the policy of Story County to implement equal opportunity to all qualified employees and applicants for employment, without unlawful regard to race, religion, creed, color, sex, age, national origin, sexual orientation (defined as both actual and perceived heterosexuality, homosexuality and bisexuality), gender identity (defined as gender-related identity, regardless of the persons assigned sex at birth), or disability, and positive action shall be taken to ensure the fulfillment of this policy. The obligation includes: hiring, placement, upgrading, transfer, or demotion; recruitment; advertising, or solicitation for employment; treatment during employment; rates of pay or other forms of compensation; selection for training; layoffs or termination.

Step 4b: Narrative of Interpretation

In reviewing the Utilization Analysis Chart, the Human Resources Department for Story County has made the following observations:

Story County is underutilized, meaning showing two or more standard deviations, in White Male Administrative Support (-18%) and Other Female Protective Services: Non-sworn (-14%).

Story County is committed to having a workforce that reflects the community it serves. The County will continue to examine its recruitment and retention practices giving particular attention to the underutilized categories. Story County faces a great challenge due to the low unemployment rate in this area.

Step 5: Objectives and Steps

1. To research and implement best practices that promote the hiring, retention, and advancement of employees.

- a. Story County will continue to take affirmative steps to retain qualified employees. Story County will increase its participation in job fairs and other recruitment events.
- b. Story County will explore non-traditional ways of recruiting applicants.
- c. Story County will continue to educate employees, supervisors and managers on the prevention of discrimination and harassment.
- d. Story County will continue to educate managers and supervisors on the Americans with Disabilities Act as amended and reasonable accommodations.

2. To encourage White Males to apply for vacancies in the Administrative Support job category.

- a. Story County will continue to review the composition of the applicant pool for all vacancies within this job category to determine whether White male applicants were under-represented. Review of applicant data that is required to be kept under EEO regulations will help the Human Resources Department determine if any steps in the application process have an impact on screening out white male applicants. Story County will also increase its presence at career fairs within and outside the County to recruit individuals in the underutilized category.

Step 6: Internal Dissemination

Distribute an electronic copy of the Utilization Report to Department Heads, Elected Officials and Management.

Place the EEO Utilization Report on the employee intranet.

Send an email to all employees stating the EEO Utilization Report is on the employee intranet and a hard copy of the report is available upon request.

Step 7: External Dissemination

Post a copy of the EEO Utilization Report on Story County's Website.

Place a hard copy of the EEO Utilization Report with other Story County information for the public.

Continue to include Story County's Equal Opportunity Employer statement on all job postings.

**Utilization Analysis Chart
Relevant Labor Market: Story County, Iowa**

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 #/%	17/55%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	14/45%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	3,255/59%	10/0%	20/0%	0/0%	45/1%	0/0%	4/0%	0/0%	2,030/36%	25/0%	50/1%	0/0%	105/2%	0/0%	15/0%	4/0%
Utilization #/%	-4%	-0%	-0%	0%	-1%	0%	-0%	0%	9%	-0%	-1%	0%	-2%	0%	-0%	-0%
Professionals																
Workforce #/%	18/55%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	15/45%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	5,155/41%	125/1%	150/1%	0/0%	935/7%	0/0%	30/0%	15/0%	5,325/42%	145/1%	185/1%	0/0%	540/4%	0/0%	24/0%	35/0%
Utilization #/%	14%	-1%	-1%	0%	-7%	0%	-0%	-0%	3%	-1%	-1%	0%	-4%	0%	-0%	-0%
Technicians																
Workforce #/%	5/83%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/17%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	990/43%	60/3%	10/0%	0/0%	65/3%	0/0%	15/1%	0/0%	1,065/46%	0/0%	20/1%	4/0%	65/3%	0/0%	0/0%	0/0%
Utilization #/%	40%	-3%	-0%	0%	-3%	0%	-1%	0%	-30%	0%	-1%	-0%	-3%	0%	0%	0%
Protective Services: Sworn-Officials																
Workforce #/%	8/80%	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%	0/0%
CLS #/%	335/82%	4/1%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	50/12%	0/0%	0/0%	0/0%	0/0%	0/0%	20/5%	0/0%
Utilization #/%	-2%	-1%	0%	0%	0%	0%	0%	0%	8%	0%	0%	0%	0%	0%	-5%	0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	23/96%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/4%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	1,150/49%	70/3%	150/6%	0/0%	95/4%	0/0%	20/1%	15/1%	770/33%	15/1%	25/1%	0/0%	35/1%	0/0%	0/0%	10/0%
Utilization #/%	47%	-3%	-6%	0%	-4%	0%	-1%	-1%	-29%	-1%	-1%	0%	-1%	0%	0%	-0%
Protective Services: Non-sworn																
Workforce #/%	20/62%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	10/31%	1/3%	0/0%	0/0%	0/0%	1/3%	0/0%	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	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
CLS #/%	65/62%	10/10%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	4/4%	10/10%	0/0%	0/0%	0/0%	0/0%	0/0%	15/14%
Utilization #/%	0%	-10%	0%	0%	0%	0%	0%	0%	27%	-6%	0%	0%	0%	3%	0%	-14%
Administrative Support																
Workforce #/%	9/13%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	57/83%	2/3%	0/0%	0/0%	0/0%	1/1%	0/0%	0/0%
CLS #/%	3,665/31%	155/1%	35/0%	15/0%	50/0%	0/0%	19/0%	10/0%	7,435/64%	125/1%	80/1%	10/0%	75/1%	0/0%	20/0%	0/0%
Utilization #/%	-18%	-1%	-0%	-0%	-0%	0%	-0%	-0%	19%	2%	-1%	-0%	-1%	1%	-0%	0%
Skilled Craft																
Workforce #/%	25/100%	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 #/%	3,105/92%	35/1%	35/1%	10/0%	4/0%	0/0%	10/0%	4/0%	185/5%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	8%	-1%	-1%	-0%	-0%	0%	-0%	-0%	-5%	0%	0%	0%	0%	0%	0%	0%
Service/Maintenance																
Workforce #/%	17/61%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	11/39%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	6,495/49%	395/3%	295/2%	15/0%	335/3%	0/0%	75/1%	35/0%	4,945/37%	310/2%	100/1%	15/0%	100/1%	0/0%	55/0%	45/0%
Utilization #/%	12%	-3%	-2%	-0%	-3%	0%	-1%	-0%	2%	-2%	-1%	-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
Protective Services: Non-sworn																✓
Administrative Support	✓															

Law Enforcement Category Rank Chart

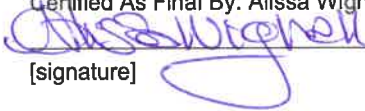
Job Categories	Male							Female								
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Parks Superintendent																
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%
Sergeant																
Workforce #/%	5/83%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/17%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Lieutenant																
Workforce #/%	1/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Captain																
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%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	23/96%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/4%	0/0%	0/0%	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 EEO Utilization Report.

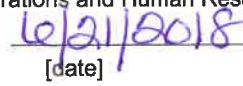
I have reviewed the foregoing EEO Utilization Report and certify the accuracy of the reported workforce data and our organization's employment policies.

Certified As Final By: Alissa Wignall

Director of Internal Operations and Human Resources 06-21-2018


[signature]

[title]


[date]