

EEOP Utilization Report



Sat Aug 10 12:48:41 EDT 2013

Step 1: Introductory Information

Grant Title:	JAG-Edward Byrne Justice Assistance Grant	Grant Number:	2012-JAG-026
Grantee Name:	City of West Plains on behalf of the South Central Drug Task Force	Award Amount:	\$174,943.00
Grantee Type:	Local Government Agency		
Address:	1910 Holiday Lane West Plains, Missouri 65775		
Contact Person:	Eric Hackman, Coordinator - South Central Drug Task Force	Telephone #:	888-779-9901
Contact Address:	PO Box 746 West Plains, Missouri 65775		
State Granting Agency:	Missouri Department of Public Safety - Office of the Director	Grant Number:	2012-JAG-026
Contact Name:	Heather Haslag/Sarah Verhoff		
Contact Address:	Truman Building, Room 870 Jefferson City, Missouri 65102-0749		
Telephone #:	573-751-4905		

Policy Statement:

It is the policy of the City of West Plains, Missouri to provide fair and equal opportunity to all qualified citizens who enter City employment on the basis of demonstrated merit and fitness without regard to race, creed, color, religion, national origin, ancestry, sex, age, marital status or disabilities.

Step 4b: Narrative Underutilization Analysis

The City's HR and administration reviewed the results of the Utilization Analysis. The Analysis indicated significant underutilization in the following areas:

White Female in Skilled Craft (-12%) and Service/Maintenance (-13%). When comparing these two categories with the EEOP prepared two years ago, there is improvement in this area. These two areas were part of the Objectives from the prior report.

Step 5 & 6: Objectives and Steps

1. To continue to encourage White Females to apply for vacancies in Skilled Craft and Service/Maintenance job categories.

- a. HR will continue to work with Job Services to enhance ways to target White Female applicants in the categories of Skilled Craft and Service/Maintenance.

Step 7a: Internal Dissemination

a. HR will include a notice with payroll that the EEOP Utilization report is available on the web site or by hard copy in the Human Resources office.

b. A notice will be included in a quarterly employee newsletter.

Step 7b: External Dissemination

a. HR will post on its public website a PDF file of the EEOP Short Form that any user may access and download.

B. Hard copies of the EEOP may be obtained at the Office of Human Resources located in City Hall. This will be noted on the website and included in the quarterly newsletter of the City.

Utilization Analysis Chart
Relevant Labor Market: Howell County, Missouri

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 #/%	20/87%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	3/13%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	720/47%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	790/52%	0/0%	0/0%	4/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	40%	0%	0%	0%	0%	0%	-0%	0%	-39%	0%	0%	-0%	0%	0%	0%	0%
Professionals																
Workforce #/%	7/64%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	4/38%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	795/33%	0/0%	0/0%	0/0%	20/1%	0/0%	0/0%	0/0%	1,510/63%	10/0%	20/1%	0/0%	0/0%	0/0%	25/1%	0/0%
Utilization #/%	30%	0%	0%	0%	-1%	0%	0%	0%	-27%	-0%	-1%	0%	0%	0%	-1%	0%
Technicians																
Workforce #/%	8/73%	0/0%	0/0%	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 #/%	100/20%	0/0%	0/0%	0/0%	0/0%	0/0%	4/1%	0/0%	380/77%	0/0%	0/0%	10/2%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	52%	0%	0%	0%	0%	0%	-1%	0%	-50%	0%	0%	-2%	0%	0%	0%	0%
Protective Services: Sworn																
Workforce #/%	56/68%	0/0%	3/4%	0/0%	0/0%	0/0%	0/0%	0/0%	22/27%	0/0%	0/0%	0/0%	0/0%	1/1%	0/0%	0/0%
CLS #/%	60/71%	0/0%	0/0%	0/0%	0/0%	0/0%	10/12%	0/0%	15/18%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-2%	0%	4%	0%	0%	0%	-12%	0%	9%	0%	0%	0%	0%	1%	0%	0%
Protective Services: Non-sworn																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	10/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	15/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Administrative Support																
Workforce #/%	5/28%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	13/72%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,380/31%	15/0%	0/0%	0/0%	10/0%	0/0%	10/0%	4/0%	2,910/65%	25/1%	25/1%	4/0%	40/1%	4/0%	20/0%	0/0%
Utilization #/%	-3%	-0%	0%	0%	-0%	0%	-0%	-0%	7%	-1%	-1%	-0%	-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	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 #/%	35/97%	0/0%	0/0%	1/3%	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 #/%	1,685/83%	30/1%	4/0%	50/2%	0/0%	0/0%	0/0%	20/1%	240/12%	0/0%	4/0%	0/0%	0/0%	0/0%	4/0%	0/0%
Utilization #/%	15%	-1%	-0%	0%	0%	0%	0%	-1%	-12%	0%	-0%	0%	0%	0%	-0%	0%
Service/Maintenance																
Workforce #/%	101/72%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	38/27%	0/0%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	3,370/55%	149/2%	10/0%	35/1%	10/0%	0/0%	0/0%	0/0%	2,470/40%	0/0%	25/0%	0/0%	0/0%	0/0%	30/0%	0/0%
Utilization #/%	17%	-2%	-0%	-1%	-0%	0%	0%	0%	-13%	0%	0%	0%	0%	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: Sworn							✓									
Skilled Craft									✓							
Service/Maintenance									✓							

