

EEOP Utilization Report



Wed Sep 10 15:00:30 EDT 2014

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Step 1: Introductory Information

Grant Title:	Victim of Crimes Act - Victim Assistance	Grant Number:	2012-VA-GX-022
Grantee Name:	City of Mesa	Award Amount:	\$195,760.00
Grantee Type:	Local Government Agency		
Address:	130 N. Robson Mesa, Arizona 85201		
Contact Person:	Dorothy O'Brien	Telephone #:	480-644-2331
Contact Address:	130 N. Robson Mesa, Arizona 85201		
State Granting Agency:		Grant Number:	
Contact Name:			
Contact Address:			
Telephone #:			

Policy Statement:

The City of Mesa reaffirms its policy, as stated in Section 902.A.1 of the City Charter, granted August 18, 1967, that no person shall be appointed to, removed from, favored in any way, or discriminated against with respect to any City position because of race, sex, political or religious affiliation or nonaffiliation, or membership or nonmembership in a union. In addition, the City will not discriminate against an employee or applicant with disabilities (as provided under applicable state or federal laws), regarding any position for which the employee or applicant is qualified.

Step 4b: Narrative Underutilization Analysis

A comparison of the Mesa Police Department's workforce to the available work force in Maricopa County indicates an underutilization of women and minorities. Underutilization for females is highest among Sworn and non-sworn protective services and in the Officials and Administrators category, particularly Hispanic representation.

Among males, the highest area of underutilization is in the Officials and Administrators and Sworn protective services for Hispanic representation.

After significant budgetary reductions, the department has started to recruit sworn positions in larger numbers. Currently, Recruit and Officer in Training (OIT) programs include 12 females and 18 minority employees. Current Lateral officers include two females and three minority employees.

The Mesa Police Department is committed to increasing the representation of all underutilized groups. The department will communicate all job opportunities to all races, ethnic groups, and genders to encourage employment with the City of Mesa.

Step 5 & 6: Objectives and Steps

1. Target women and minorities in recruitment efforts.

a. Advertising for job opportunities is completed via:

*City of Mesa Job Opportunities page @mesaaz.gov

*Mesa Police Department employment pages @ MPDjobs.com

*Additional advertising is done through Recruiting.com which feeds to Jobbing.com.

*Arizona Black Law Enforcement Employees (ABLE) website @ arizonaable.org/

*Hispanic Employment Website @ www.saludos.com

*African American Recruiting Site for Jobs/Education @ www.thecauseinteractive.com

*Attending job fairs/recruiting events (Vietnamese Festival, MLK Celebration, Hispanic Womens Conference, and AZ Women in Law Enforcement Expo).

b. Provide information to potential applicants regarding the testing/hiring process via information/videos on the Mesa Police Department website.

c. Ensure women and minority recruiters attend job fairs. Post job announcements with local colleges, universities, military bases, and fitness centers. Continue posting our Internet page entitled, "Women in Policing" that identifies how women have been successful in policing.

d. Conduct exit interviews with women and minorities that separate employment prior to retirement or separate in good standing to determine if our employment practices need improvements.

2. Encourage minorities and females to seek promotional opportunities.

a. Ensure minority and female employees are aware of career development opportunities within the department and the City of Mesa. This includes assignments, training, and mentors.

b. Continue to market tuition reimbursement and City and/or department sponsored cohort/online college degree programs.

Step 7a: Internal Dissemination

Post the EEOP on the City of Mesa web page.

Send an email to employees to notify them of their ability to access the EEOP on the City's webpage.

Post the EEOP on department webpages and bulletin boards throughout the department.

Step 7b: External Dissemination

Continue to include the statement, "The Mesa Police Department is an Equal Opportunity Employer" on all job announcements, applications, postings, letterhead, and recruitment literature.

Post a memo in the City of Mesa Human Resources Office explaining how applicants and citizens may obtain a copy of the EEOP.

Utilization Analysis Chart
Relevant Labor Market: Maricopa County, Arizona

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 #/%	2/67%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	115,545/4 8%	16,880/7 %	4,225/2%	905/0%	4,340/2%	185/0%	960/0%	550/0%	73,205/30 %	14,950/6 %	4,105/2%	990/0%	3,055/1%	155/0%	795/0%	335/0%
Utilization #/%	19%	-7%	-2%	-0%	-2%	-0%	-0%	-0%	3%	-6%	-2%	-0%	-1%	-0%	-0%	-0%
Professionals																
Workforce #/%	8/13%	2/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	44/70%	3/5%	3/5%	0/0%	3/5%	0/0%	0/0%	0/0%
CLS #/%	115,995/3 6%	13,970/4 %	6,550/2%	1,260/0%	12,920/4 %	145/0%	1,220/0%	605/0%	128,930/4 0%	19,060/6 %	7,475/2%	1,920/1%	8,075/3%	360/0%	1,650/1%	815/0%
Utilization #/%	-23%	-1%	-2%	-0%	-4%	-0%	-0%	-0%	30%	-1%	2%	-1%	2%	-0%	-1%	-0%
Technicians																
Workforce #/%	39/44%	2/2%	1/1%	0/0%	3/3%	0/0%	0/0%	0/0%	32/36%	10/11%	0/0%	0/0%	2/2%	0/0%	0/0%	0/0%
CLS #/%	17,545/37 %	3,420/7%	720/2%	355/1%	1,670/4%	30/0%	255/1%	90/0%	16,670/35 %	3,435/7%	1,165/2%	475/1%	1,360/3%	35/0%	215/0%	95/0%
Utilization #/%	7%	-5%	-0%	-1%	-0%	-0%	-1%	-0%	1%	4%	-2%	-1%	-1%	-0%	-0%	-0%
Protective Services: Sworn-Officials																
Workforce #/%	116/78%	15/10%	3/2%	1/1%	0/0%	0/0%	0/0%	0/0%	11/7%	2/1%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	19,495/57 %	4,685/14 %	1,850/5%	440/1%	350/1%	145/0%	290/1%	65/0%	4,470/13 %	1,645/5%	530/2%	305/1%	45/0%	15/0%	29/0%	45/0%
Utilization #/%	22%	-3%	-3%	-1%	-1%	-0%	-1%	-0%	-6%	-3%	-2%	-1%	-0%	-0%	-0%	-0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	449/68%	91/14%	26/4%	2/0%	15/2%	0/0%	0/0%	0/0%	66/10%	12/2%	3/0%	1/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	44,830/28 %	42,355/27 %	5,270/3%	1,995/1%	1,145/1%	370/0%	945/1%	345/0%	28,840/18 %	25,540/16 %	3,375/2%	1,870/1%	1,315/1%	120/0%	765/0%	370/0%
Utilization #/%	39%	-13%	1%	-1%	2%	-0%	-1%	-0%	-8%	-14%	-2%	-1%	-1%	-0%	-0%	-0%
Protective Services: Non-sworn																

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 #/%	30/48%	6/10%	8/13%	1/2%	0/0%	0/0%	0/0%	0/0%	14/22%	0/0%	3/5%	0/0%	1/2%	0/0%	0/0%	0/0%				
CLS #/%	1,065/43%	180/7%	45/2%	55/2%	0/0%	0/0%	20/1%	0/0%	820/33%	235/10%	10/0%	20/1%	0/0%	0/0%	0/0%	0/0%				
Utilization #/%	4%	2%	11%	-1%	0%	0%	-1%	0%	-11%	-10%	4%	-1%	2%	0%	0%	0%				
Administrative Support																				
Workforce #/%	9/5%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	123/72%	24/14%	9/5%	2/1%	2/1%	0/0%	0/0%	0/0%				
CLS #/%	143,520/28%	36,400/7%	8,865/2%	1,710/0%	4,760/1%	355/0%	1,745/0%	810/0%	207,140/41%	69,345/14%	13,805/3%	5,260/1%	7,990/2%	600/0%	3,335/1%	1,280/0%				
Utilization #/%	-23%	-7%	-2%	-0%	-1%	-0%	-0%	-0%	31%	0%	3%	0%	-0%	-0%	-1%	-0%				
Skilled Craft																				
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%	0/0%	0/0%				
CLS #/%	79,770/49%	64,725/40%	3,870/2%	2,650/2%	1,845/1%	450/0%	895/1%	435/0%	4,390/3%	2,870/2%	300/0%	135/0%	765/0%	70/0%	60/0%	0/0%				
Utilization #/%	51%	-40%	-2%	-2%	-1%	-0%	-1%	-0%	-3%	-2%	-0%	-0%	-0%	-0%	-0%	0%				
Service/Maintenance																				
Workforce #/%	8/44%	2/11%	1/6%	0/0%	0/0%	0/0%	0/0%	0/0%	4/22%	3/17%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%				
CLS #/%	108,540/26%	117,670/28%	10,850/3%	4,520/1%	6,140/1%	505/0%	1,860/0%	650/0%	87,055/20%	66,660/16%	7,170/2%	3,830/1%	7,100/2%	430/0%	1,520/0%	790/0%				
Utilization #/%	19%	-17%	3%	-1%	-1%	-0%	-0%	-0%	2%	1%	-2%	-1%	-2%	-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
Professionals	✓															
Protective Services: Sworn-Officials									✓							
Protective Services: Sworn-Patrol Officers		✓		✓					✓	✓	✓	✓	✓			
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
Police Chief																
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%
Assistant Police Chief																
Workforce #/%	2/67%	1/33%	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%
Police Commander																
Workforce #/%	8/80%	0/0%	1/10%	0/0%	0/0%	0/0%	0/0%	0/0%	1/10%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Police Lieutenant																
Workforce #/%	23/72%	3/9%	1/3%	1/0%	0/0%	0/0%	0/0%	0/0%	3/9%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Police Sergeant																
Workforce #/%	82/80%	11/11%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%	7/7%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	449/68%	91/14%	26/4%	2/2%	15/2%	0/0%	0/0%	0/0%	66/10%	12/2%	3/0%	1/0%	0/0%	0/0%	0/0%	0/0%

CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three.

Recipient's Name: <u>City of Mesa Police Department</u>	DUNS Number: <u>020-141404</u>
Address: <u>P.O. Box 1466, Mesa AZ 85211-1466</u>	
Grant Title: <u>Victims of Crime Grant</u>	Grant Number: <u>16-575</u>
Name and Title of Contact Person: <u>Lt. Frank Hoglund</u>	Award Amount: <u>\$195,760</u>
Telephone Number: <u>480-644-2010</u>	E-Mail Address: <u>Frank.Hoglund@mesaaz.gov</u>

Section A—Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply:

- Recipient has less than fifty employees. Recipient is an Indian tribe. Recipient is a medical institution.
 Recipient is a nonprofit organization. Recipient is an educational institution. Recipient is receiving an award less than \$25,000.

I, _____ [responsible official],
certify that _____ [recipient] is
not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R. § 42.302.
I further certify that _____ [recipient]
will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of
services.

Print or Type Name and Title

Signature

Date

Section B—Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEOP to the OCR for review as long as it certifies the following (42 C.F.R. § 42.305):

I, Frank Milstead [responsible official],
certify that Mesa Police Department [recipient],
which has fifty or more employees and is receiving a single award or subaward for \$25,000 or more, but less than
\$500,000, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E. I further certify that within the last
twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable
federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for
Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:

Mesa Police Department Fiscal Services [organization],
130 N Robson, Mesa AZ 85201 [address].

FRANK MILSTEAD, CHIEF CLERK [signature] 8-26-14 [date]

Print or Type Name and Title

Signature

Date

Section C—Declaration Stating that an EEOP Utilization Report Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$500,000 or more, then the recipient agency must send an EEOP Utilization Report to the OCR for review.

I, _____ [responsible official],
certify that _____ [recipient],
which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in
accordance with 28 CFR pt. 42, subpt. E, and sent it for review on _____ [date] to the
Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

Print or Type Name and Title

Signature

Date