

EEO Utilization Report

Organization Information

Name: Marion County

City: SALEM

State: OR

Zip: 97309

Type: County Correctional Department and/or Institution

Step 1: Introductory Information

Policy Statement:

Following File has been uploaded:Non-Discrimination Policy 602.pdf

Step 4b: Narrative of Interpretation

Step 4b: Narrative Underutilization Analysis

The Marion County Human Resources Office reviewed the Utilization Analysis (comparing the County's workforce to the relevant labor market), and noted the following:

White Males were significantly under-represented in the following job categories:

1. Professionals
2. Protective Services: Non-Sworn
3. Administrative Support

Hispanic or Latino Males were significantly under-represented in the following job categories:

1. Skilled Craft

Asian Males were under-represented in the job category of:

1. Professionals

White Females were significantly under-represented in the following job categories:

1. Technicians
2. Protective Services-Sworn Patrol Officers
3. Protective Services-Non-Sworn
4. Service/Maintenance

Improvements

In reviewing the EEO Utilization Report that the County submitted in 2021 (for FY 2020-21), we were able to track significant improvements in the recruitment and retention of the following:

1. White Males: Professionals; Administrative Support
2. Hispanic or Latino Males: Protective Services-Sworn Patrol Officers
3. White Females: Technicians
4. Two or More Races Females: Professionals

Step 5: Objectives and Steps

1. Continue to partner with the Sheriffs Office Recruitment Team and the Juvenile Office to promote Marion County as a diverse employer in the criminal justice field.

- a. Partner with representatives from the Sheriffs Office, the Juvenile Department, and other departments to attend job fairs along with a recruitment representative.
- b. A defined number of positions have been designated as Minimum Staffing Required for women only recruitment for the job categories of Protective Services. These MSR positions may be adjusted to meet legislative requirements or departmental ratios.

2. Continue with recruitment efforts on college and high school campuses, focusing on promoting Marion County as a diverse employer.

- a. Visit McKay High School, which has a high minority population.
- b. Visit, attend job fairs at and post job flyers at Chemeketa Community College; which has programs for Corrections, Business and Skilled Trades.
- c. Partner with Willamette University colleges for Law and Business.

d. Recruit via Handshake, which is an online recruitment portal for colleges and universities.

3. Continue to attend local recruitment events to promote Marion County as a diverse employer.

a. Attend minority, female, and Veteran focused career fairs and networking groups.

4. Continue to utilize internal and external recruitment methods.

a. Encourage existing employees to recruit for Marion County and to present us as a viable employer for all groups by sending out periodic e-mail communications to employees regarding ongoing recruitment efforts.

b. Focus on job posting language that will attract a more diverse candidate pool.

c. Continue to use social media platforms to network and provide job awareness for minority, female, and Veteran groups.

d. Focus on online job sites that are specific to bilingual recruitments.

5. Continue to improve internal recruitment and data-gathering processes.

a. Disability, Ethnic, Veteran and Gender self-identification forms are being included with new hire packets to collect this data more effectively.

b. Applications are being forwarded to hiring managers without names or other gender, ethnic, or veteran information to prevent unconscious bias and we will continue with this practice.

c. Research within Neogov Reporting options for gathering data on diversity recruitments.

6. Increase diversity and inclusion awareness in Marion County.

a. Marion County is providing more diversity and inclusion trainings and a variety of culture initiatives around inclusiveness. We will continue these efforts.

b. Provide recruitment process training to all Marion County supervisors which includes training on unconscious bias.

Step 6: Internal Dissemination

The utilization information for the entire County will be disseminated every two years by the Marion County HR Department by posting this information on our internal website. Human Resources will share with departments that show underutilization. We will review existing goals and action plans and develop new ones to address underutilization.

Step 7: External Dissemination

Marion County publishes the EEO Law Notice, Discrimination and Harassment Free Workplace Policy and EEOP information on its Human Resources internet/intranet pages.

Utilization Analysis Chart
Relevant Labor Market: 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	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 #/%	29/59%	1/2%	0/0%	0/0%	1/2%	0/0%	0/0%	0/0%	17/35%	0/0%	0/0%	0/0%	1/2%	0/0%	0/0%	0/0%
CLS #/%	118,680/52%	5,830/3%	1,615/1%	740/0%	4,290/2%	200/0%	1,815/1%	385/0%	84,295/37%	4,025/2%	1,260/1%	640/0%	3,175/1%	100/0%	1,610/1%	320/0%
Utilization #/%	7%	-1%	-1%	-0%	0%	-0%	-1%	-0%	-2%	-2%	-1%	-0%	1%	-0%	-1%	-0%
Professionals																
Workforce #/%	172/26%	26/4%	8/1%	3/0%	11/2%	0/0%	1/0%	0/0%	343/51%	76/11%	4/1%	3/0%	11/2%	6/1%	5/1%	0/0%
CLS #/%	128,425/40%	5,350/2%	2,250/1%	615/0%	10,895/3%	340/0%	2,250/1%	920/0%	148,285/46%	7,335/2%	1,855/1%	835/0%	8,660/3%	185/0%	2,665/1%	815/0%
Utilization #/%	-14%	2%	0%	0%	-2%	-0%	-1%	-0%	5%	9%	0%	0%	-1%	1%	-0%	-0%
Technicians																
Workforce #/%	59/56%	1/1%	0/0%	1/1%	6/6%	0/0%	0/0%	0/0%	34/32%	3/3%	0/0%	1/1%	0/0%	0/0%	0/0%	0/0%
CLS #/%	19,845/43%	945/2%	325/1%	205/0%	1,155/2%	20/0%	375/1%	40/0%	20,110/43%	1,015/2%	215/0%	290/1%	1,295/3%	60/0%	530/1%	65/0%
Utilization #/%	14%	-1%	-1%	1%	3%	-0%	-1%	-0%	-11%	1%	-0%	0%	-3%	-0%	-1%	-0%
Protective Services: Sworn-Officials																
Workforce #/%	34/83%	0/0%	0/0%	2/5%	0/0%	0/0%	0/0%	0/0%	5/12%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	19,385/71%	1,200/4%	555/2%	260/1%	310/1%	55/0%	605/2%	155/1%	4,075/15%	340/1%	40/0%	25/0%	65/0%	65/0%	160/1%	15/0%
Utilization #/%	12%	-4%	-2%	4%	-1%	-0%	-2%	-1%	-3%	-1%	-0%	-0%	-0%	-0%	-1%	-0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	136/61%	16/7%	6/3%	3/1%	3/1%	0/0%	0/0%	0/0%	46/21%	9/4%	0/0%	2/1%	1/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	67,745/44%	16,775/11%	1,315/1%	1,160/1%	1,845/1%	750/0%	2,300/1%	395/0%	47,025/30%	9,850/6%	1,260/1%	820/1%	1,440/1%	465/0%	1,615/1%	350/0%
Utilization #/%	18%	-4%	2%	1%	0%	-0%	-1%	-0%	-10%	-2%	-1%	0%	-0%	-0%	-1%	-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 #/%	25/26%	20/21%	2/2%	1/1%	1/1%	1/1%	2/2%	0/0%	28/29%	14/15%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,265/45%	44/2%	45/2%	15/1%	0/0%	0/0%	19/1%	0/0%	1,305/46%	34/1%	25/1%	20/1%	25/1%	0/0%	14/0%	0/0%
Utilization #/%	-19%	19%	1%	1%	1%	1%	1%	0%	-17%	14%	0%	-1%	-1%	0%	-0%	0%
Administrative Support																
Workforce #/%	18/7%	7/3%	4/2%	0/0%	0/0%	1/0%	0/0%	0/0%	152/57%	66/25%	0/0%	3/1%	7/3%	3/1%	4/2%	0/0%
CLS #/%	141,055/30%	12,440/3%	3,030/1%	1,185/0%	5,525/1%	550/0%	2,630/1%	760/0%	257,925/55%	19,110/4%	3,615/1%	2,900/1%	9,240/2%	1,035/0%	5,560/1%	1,510/0%
Utilization #/%	-23%	-0%	1%	-0%	-1%	0%	-1%	-0%	2%	21%	-1%	1%	1%	1%	0%	-0%
Skilled Craft																
Workforce #/%	38/88%	0/0%	0/0%	0/0%	1/2%	0/0%	1/2%	0/0%	3/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	120,515/78%	16,235/11%	950/1%	1,305/1%	2,470/2%	470/0%	2,435/2%	490/0%	6,945/5%	670/0%	150/0%	155/0%	725/0%	70/0%	230/0%	20/0%
Utilization #/%	10%	-11%	-1%	-1%	1%	-0%	1%	-0%	2%	-0%	-0%	-0%	-0%	-0%	-0%	-0%
Service/Maintenance																
Workforce #/%	78/66%	13/11%	1/1%	2/2%	0/0%	3/3%	2/2%	0/0%	12/10%	3/3%	1/1%	0/0%	0/0%	3/3%	0/0%	0/0%
CLS #/%	206,780/40%	61,700/12%	6,140/1%	3,090/1%	9,560/2%	1,015/0%	4,575/1%	1,200/0%	159,540/31%	36,315/7%	3,930/1%	2,565/0%	10,025/2%	1,165/0%	4,800/1%	1,035/0%
Utilization #/%	26%	-1%	-0%	1%	-2%	2%	1%	-0%	-21%	-5%	0%	-0%	-2%	2%	-1%	-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	✓				✓											
Technicians									✓							
Protective Services: Sworn-Patrol Officers									✓							
Protective Services: Non-sworn	✓								✓							
Administrative Support	✓															
Skilled Craft		✓														
Service/Maintenance									✓							

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
Sergeant																
Workforce #/%	22/85%	0/0%	0/0%	1/0%	0/0%	0/0%	0/0%	0/0%	3/12%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Lieutenant																
Workforce #/%	7/70%	0/0%	0/0%	1/0%	0/0%	0/0%	0/0%	0/0%	2/20%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Division Commander																
Workforce #/%	4/100%	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%
Undersheriff																
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 #/%	136/61%	16/7%	6/3%	3/1%	3/1%	0/0%	0/0%	0/0%	46/21%	9/4%	0/0%	2/1%	1/0%	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: Kathy Bolen

Culture and Engagement Coordinator

09-29-2021

[signature]

[title]

[date]