

EEO Utilization Report

Organization Information

Name: Allegan County

City: Allegan, MI 49010

State: MI

Zip: 49010

Type: County/Municipal Law Enforcement

Step 1: Introductory Information

Policy Statement:

It is the policy of Allegan County to prohibit unlawful discrimination in its personnel practices. This commitment includes providing equal opportunity to qualified persons in all personnel practices, without regard to race, color, religion, sex, age, national origin, veteran status, genetic information, disability or other protected status according to applicable law.

Following File has been uploaded:210_AC-Policies-EEO.pdf

Step 4b: Narrative of Interpretation

Upon review of this data, it appears that there are two areas of concern. The first is that the recruitment of white females should be a priority to ensure the diversity of Allegan Counties Law Enforcement team. Allegan County law enforcement currently has underutilized white females in Protective Services Sworn Patrol Officers. Recruitment of female law enforcement in Allegan County is limited. The second concern is that white males are underutilized within Administrative support positions. Opportunities for the recruitment of male administrative support staff are limited within Allegan County. Although the data does not indicate any further areas of concern, Allegan County leaders recognize the benefits of a diverse staffing and feel there is an overall need to increase the employment of minorities wherever possible.

Step 5: Objectives and Steps

1. Our objective is to provide equal employment opportunities for women when our organization fills vacancies that become available in the Law Enforcement job category.

- a. Human Resources will work with all interview teams to ensure that appropriate interviewing techniques and scoring are being utilized, if applicable.

2. Our objective is to implement an applicant tracking system (ATS) that enables our organization to track and trend applicants to ensure that our candidate pool is diverse.

- a. ATS system is currently under negotiations for contractual agreement. Slated for implementation by 2/1/2018.
- b. Data will begin to be analyzed after ATS has been utilized fully for at least 6 months.
- c. Once data is analyzed Allegan County will research and implement additional recruiting strategies to increase the diversity of our candidate pool.

3. Our objective is to provide equal employment opportunities for men when our organization fills vacancies that become available in the Administrative Support job category.

- a. Human Resources will work with all interview teams to ensure that appropriate interviewing techniques and scoring are being utilized, if applicable.

Step 6: Internal Dissemination

Posting the EEOP Report on the recipient's intranet site

Placing a copy of the Report in the recipient's policies and procedures manual;

Distributing a copy of the EEOP Report to all of a recipient's supervisors, department heads, or elected officials; and

Sending electronic memoranda to every employee stating that a copy is available on request in the recipient's intranet

Step 7: External Dissemination

Notifying applicants in writing that the recipient has developed an EEOP Report and that it is available on request for review;

Posting a copy of the Report on the recipient's public website - available for review by vendors and contractors

Utilization Analysis Chart
Relevant Labor Market: Allegan County, Michigan

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 #/%	11/39%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	16/57%	1/4%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,760/63%	120/3%	0/0%	0/0%	35/1%	20/0%	0/0%	0/0%	1,335/31%	35/1%	10/0%	0/0%	20/0%	0/0%	0/0%	30/1%
Utilization #/%	-24%	-3%	0%	0%	-1%	-0%	0%	0%	27%	3%	-0%	0%	-0%	0%	0%	-1%
Professionals																
Workforce #/%	19/43%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	25/57%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,525/45%	29/1%	40/1%	10/0%	40/1%	0/0%	8/0%	0/0%	2,765/49%	45/1%	10/0%	0/0%	15/0%	0/0%	110/2%	0/0%
Utilization #/%	-2%	-1%	-1%	-0%	-1%	0%	-0%	0%	7%	-1%	-0%	0%	-0%	0%	-2%	0%
Technicians																
Workforce #/%	10/53%	0/0%	1/5%	0/0%	0/0%	0/0%	0/0%	0/0%	7/37%	1/5%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	360/36%	10/1%	0/0%	0/0%	50/5%	0/0%	0/0%	0/0%	570/57%	0/0%	0/0%	0/0%	0/0%	0/0%	4/0%	0/0%
Utilization #/%	16%	-1%	5%	0%	-5%	0%	0%	0%	-21%	5%	0%	0%	0%	0%	-0%	0%
Protective Services: Sworn-Officials																
Workforce #/%	14/100%	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 #/%	195/80%	4/2%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	45/18%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	20%	-2%	0%	0%	0%	0%	0%	0%	-18%	0%	0%	0%	0%	0%	0%	0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	98/89%	2/2%	1/1%	0/0%	1/1%	0/0%	0/0%	0/0%	8/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	2,135/40%	50/1%	0/0%	45/1%	0/0%	0/0%	29/1%	15/0%	2,705/51%	180/3%	45/1%	0/0%	4/0%	0/0%	64/1%	30/1%
Utilization #/%	49%	1%	1%	-1%	1%	0%	-1%	-0%	-44%	-3%	-1%	0%	-0%	0%	-1%	-1%
Protective Services: Non-sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	10/22%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	35/78%	0/0%	0/0%	0/0%	0/0%	0/0%	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
Utilization #/%																
Administrative Support																
Workforce #/%	3/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	90/95%	2/2%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,460/27%	195/2%	110/1%	15/0%	45/0%	0/0%	25/0%	10/0%	5,885/65%	95/1%	85/1%	20/0%	60/1%	0/0%	60/1%	15/0%
Utilization #/%	-24%	-2%	-1%	-0%	-0%	0%	-0%	-0%	30%	1%	-1%	-0%	-1%	0%	-1%	-0%
Skilled Craft																
Workforce #/%	8/33%	1/4%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	15/62%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	3,945/85%	210/5%	200/4%	0/0%	10/0%	0/0%	14/0%	10/0%	170/4%	55/1%	10/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-52%	-0%	-4%	0%	-0%	0%	-0%	-0%	59%	-1%	-0%	0%	0%	0%	0%	0%
Service/Maintenance																
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 #/%	7,240/45%	1,655/10%	325/2%	50/0%	130/1%	0/0%	140/1%	0/0%	5,540/35%	610/4%	190/1%	0/0%	90/1%	0/0%	35/0%	25/0%
Utilization #/%	35%	-10%	-2%	-0%	-1%	0%	-1%	0%	-15%	-4%	-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: Sworn-Patrol Officers									✓							
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
Lieutenant																
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%
Sheriff																
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%
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%	0/0%	0/0%
Sergeant																
Workforce #/%	8/100%	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 #/%	98/89%	2/2%	1/1%	0/1%	1/1%	0/0%	0/0%	0/0%	8/7%	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: Lyn Holoway

Human Resources Manager

12-15-2017

[signature]

[title]

[date]