

EEO Utilization Report

Organization Information

Name: City Of Greeley

City: Greeley

State: CO

Zip: 80631

Type: County/Municipal Law Enforcement

Step 1: Introductory Information

Policy Statement:

Equal Employment Opportunity and Reasonable Accommodation

Equal employment opportunity has been and will continue to be a fundamental principle at the City. In accordance with local, state and federal law, the City recruits, hires, places, promotes and transfers all job applicants and employees without regard to race, color, religion, sex, age, national origin, citizenship, disability, marital status, genetic information or any other protected characteristic established by law.

The City provides reasonable accommodation to enable qualified applicants or employees to perform the essential functions of the job they are seeking or currently hold. Although the City provides reasonable accommodation, it will not make an accommodation in those situations that would impose an undue hardship on operations. Accommodation requests are coordinated by the Human Resources Department on a case-by-case basis.

This policy of equal employment opportunity applies to all policies and procedures relating to recruitment and hiring, compensation, benefits, termination and all other terms and conditions of employment.

The Human Resources Department has overall administrative responsibility for this policy, although each Department Director is responsible for ensuring the application of this policy in his or her department. Employees questions or concerns will be referred to the Human Resources Director.

Step 4b: Narrative of Interpretation

Hispanic males were significantly under-represented in the following job category: Protective Services: Sworn-Patrol Officers (-14%).

White females were significantly under-represented in the following job categories: Protective Services: Sworn-Officials (-15%), and Protective Services: Sworn-Patrol Officers (-16%).

Hispanic females were significantly under-represented in the following job categories: Protective Services Sworn-Patrol Officers (-9%).

The areas of most significance and thus the areas on which the City of Greeley will focus on is: White and Hispanic females and Hispanic males as Sworn-Patrol Officers, and White females as Sworn-Officials. Inability to recruit and hire at these levels impacts current demographics but also impacts employees who are eligible for future promotions as evident with the significant underrepresentation in Protective Services.

Step 5: Objectives and Steps

1. To provide equal employment opportunity to women in all areas of under-utilization when the City recruits or promotes for vacancies.

- a. Provide assistance to employees seeking mentoring or internship opportunities in job categories where under-utilization of women exists.
- b. Inclusion of women employees on hiring panels whenever possible.
- c. Provide equitable training and education opportunities to all employees with specific focus on development opportunities for women as part of the City of Greeley succession planning program.
- d. Evaluate all advertising to assess whether appropriate minimum qualifications correctly reflect the essential functions of the positions.
- e. Several years ago, the Greeley Police Department modified recruitment processes and has been hiring non-certified applicants into Police Cadet level positions and paying for the individuals to attend a Police Academy while employed in the Cadet position. This effort at recruiting is believed to attract female applicants to apply for positions with the Greeley Police Department; upon successfully completing the Police Academy, individuals are promoted into a sworn Police Officer position. We continue to see progress with this effort and realize it is a long-term and not a short-term program before we see significant change.

2. Identify any barriers in recruitment that might deter women (Hispanic and White) or men (Hispanic) from applying for entry level police officer positions

- a. To attract female recruits, the Greeley Police Department will send a recruitment team (including, if possible, at least one female officer) to career days and job fairs at the University of Northern Colorado, Aims Community College, Front Range Community College, and other front range region community college sponsored police academies. Additionally, the Greeley Police Department will encourage current women police officers to network with their friends and identify potential candidates for follow-up leads. Such leads will be made available to sworn female supervisors and command staff to follow-up with and encourage the potential candidate to consider applying for the position. Recruitment information will be provided to women's organization within the City of Greeley and presentations made available to encourage women applicants to apply for the positions.
- b. To attract Latino recruits, the Greeley Police Department will continue its 20+ year relationship with the Latino Advisory Committee to the Greeley Police Department in its effort to recruit more Latino candidates. The Latina Women of Greeley will be encouraged to participate in identifying police officer candidates and mentoring high school students in preparing the next generations of officer. Additionally, announcements and radio talk shows will be conducted on local publications and radio stations. GPD will encourage current Latino police officers to network with their friends and identify potential candidates for follow-up leads. Such leads will be made available to Latino sworn supervisors and command staff to follow-up and encourage the potential candidate to consider applying for the position.

Step 6: Internal Dissemination

- Posting the EEOP Short Form on COGI, the City of Greeley's intranet, an in-house, electronic communication service that only employees can access;
- E-mailing an electronic copy of the EEOP Short Form to all department directors, managers and supervisors; and
- Sending an "alluser" e-mail to employees stating that a copy of the EEOP Short Form is available on COGI (intranet) or in the Human Resources Department.

Step 7: External Dissemination

- Notifying applicants in writing that the City of Greeley has developed an EEOP Short Form and that it is available on request for review; and
- Posting a copy of the EEOP Short Form on the City of Greeley's public website.

Utilization Analysis Chart
Relevant Labor Market: Colorado

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 #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	182,105/5 2%	16,730/5 %	4,125/1%	640/0%	4,210/1%	90/0%	1,695/0%	725/0%	117,545/3 3%	13,485/4 %	3,995/1%	735/0%	3,160/1%	55/0%	1,600/0%	285/0%
Utilization #/%																
Professionals																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	198,335/4 0%	14,240/3 %	5,850/1%	815/0%	10,475/2 %	215/0%	2,545/1%	1,175/0%	219,035/4 5%	19,135/4 %	5,625/1%	1,150/0%	8,345/2%	285/0%	3,115/1%	1,065/0%
Utilization #/%																
Technicians																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	25,750/41 %	3,290/5%	740/1%	105/0%	1,215/2%	0/0%	350/1%	210/0%	23,815/38 %	3,965/6%	875/1%	190/0%	1,065/2%	0/0%	520/1%	240/0%
Utilization #/%																
Protective Services: Sworn-Officials																
Workforce #/%	26/81%	4/12%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	25,650/61 %	4,520/11 %	2,130/5%	365/1%	500/1%	30/0%	470/1%	100/0%	6,125/15 %	1,375/3%	555/1%	155/0%	155/0%	0/0%	35/0%	70/0%
Utilization #/%	21%	2%	-2%	-1%	-1%	-0%	-1%	-0%	-15%	-0%	-1%	-0%	-0%	0%	-0%	-0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	101/82%	7/6%	1/1%	0/0%	3/2%	0/0%	0/0%	0/0%	8/7%	3/2%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	71,500/36 %	39,680/20 %	5,185/3%	920/0%	1,720/1%	410/0%	1,745/1%	540/0%	44,150/22 %	22,890/12 %	4,110/2%	650/0%	1,730/1%	195/0%	1,250/1%	355/0%
Utilization #/%	46%	-14%	-2%	-0%	2%	-0%	-1%	-0%	-16%	-9%	-2%	-0%	-1%	-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 #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	2,090/41 %	380/7%	50/1%	25/0%	0/0%	0/0%	30/1%	10/0%	2,080/41 %	270/5%	15/0%	0/0%	30/1%	0/0%	120/2%	0/0%
Utilization #/%																
Administrative Support																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	182,885/29%	30,900/5%	9,680/2%	1,065/0%	5,345/1%	250/0%	2,915/0%	1,085/0%	303,190/48%	58,835/9%	14,305/2%	2,320/0%	8,590/1%	375/0%	4,410/1%	1,690/0%
Utilization #/%																
Skilled Craft																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	148,100/65%	55,475/24%	4,155/2%	1,645/1%	2,370/1%	260/0%	1,860/1%	540/0%	8,935/4%	2,050/1%	205/0%	185/0%	730/0%	10/0%	145/0%	75/0%
Utilization #/%																
Service/Maintenance																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	192,630/33%	105,605/18%	14,640/3%	2,195/0%	9,445/2%	590/0%	3,715/1%	1,225/0%	154,545/26%	71,445/12%	10,005/2%	2,085/0%	10,405/2%	335/0%	3,360/1%	1,080/0%
Utilization #/%																

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-Officials									✓							
Protective Services: Sworn-Patrol Officers		✓							✓	✓						

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%
Police Deputy Chief																
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%
Police Commander																
Workforce #/%	3/50%	2/33%	1/17%	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 Sergeant																
Workforce #/%	20/87%	2/9%	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%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	101/82%	7/6%	1/1%	0/2%	3/2%	0/0%	0/0%	0/0%	8/7%	3/2%	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: Sharon McCabe

Human Resources Director

01-03-2019

[signature]

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