

# EEO Utilization Report

## Organization Information

Name: Salt Lake County

City: Salt Lake City

State: UT

Zip: 84114

Type: County/Municipal Government (not law enforcement)

## **Step 1: Introductory Information**

### **Policy Statement:**

As a public entity and recipient of Federal financial assistance, Salt Lake County does not exclude, deny benefits to, or otherwise discriminate against any person on the ground of race, color, national origin, disability, age, marital status, sex, sexual orientation, gender identity or religion in admission to, participation in, or receipt of the services and benefits under any of its programs and activities, whether carried out by Salt Lake County directly or through a contractor or any other entity which Salt Lake County arranges to carry out its programs and activities.

This statement is in accordance with the provisions of Title VI of the Civil Rights Act, Sections 503 & 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975 and the Regulations of various federal departments including the U.S. Department Health and Human Services, the U.S. Department of Agriculture, the U.S. Department of Interior, the U.S. Department of Housing and Urban Development and the U.S. Department of Justice.

## Step 4b: Narrative of Interpretation

Salt Lake County Human Resources Employee Relations reviewed the Utilization Analysis and noted the following:

1. White females are significantly underutilized in the Protective Services Sworn category (-10%).
2. Hispanic and Latino males are significantly underutilized in the Skilled Craft (-7%) and Service/Maintenance (-6%) categories.
3. Asian males and Asian females are significantly underutilized in the Professionals (-2%) category.

Salt Lake County is committed to employing a workforce that mirrors the relevant labor force and the community it serves.

While the utilization analysis indicated instances of under representation in additional areas, the actual numbers of employees in specific job categories make it difficult to draw conclusions regarding underutilization. For example, in the Officials/Administrators category underutilization of white males is -11% even though they make-up 46% of the overall workforce. The report also indicates males in general are underutilized in Administrative Support positions. In reviewing these positions, we find they are predominately occupied by females and are typically lower paying.

## Step 5: Objectives and Steps

### 1. Encourage White females to apply for vacancies in the Protective Services Sworn category

- a. A bi-annual review by Human Resources of recruitment practices and retention efforts will be conducted to minimize and prevent adverse impact on female applicants.
- b. Analysis of past recruitments show the physical test (PT) requirements of the Utah State Peace Officers Standards and Training Division are a barrier for all applicants, particularly females. To overcome this barrier, the Sheriffs Office provides a detailed description of the PT Test and requirements in the Protective Services sworn job posting and Sworn Applicant Handbook. Further, the PT requirements are emailed to all applicants with links to instructional videos. Instructional videos may also be found on the Sheriffs Office Facebook page.
- c. At job fairs, a female tactical officer attends to encourage females to apply for vacancies and to show that women can do the job.
- d. The Sheriffs Office disseminates job announcements to Utah Women in Law Enforcement, YWCA, Pride Foundation, LDS Employment Services and other organizations with high female membership to bring awareness to women being an integral part of Protective Services.
- e. The Sheriff's Office uses pictures of current female officers on recruitment advertising initiatives to encourage women to apply for vacancies. Women officers are visible in recruitment videos as well.
- f. The Sheriffs Office disseminates job announcements to on-line employment sites, social media, billboards, transit/bus, radio, job fairs at colleges/universities etc., all with an emphasis on recruiting women and diversity. Sheriff Rivera is the banner female representing women in law enforcement and will be the focal point in the Sheriffs Office 2021 Recruitment Advertising Campaign to make females aware that they cannot only be a Sheriffs Deputy, they can be THE Sheriff. Sheriff Rivera routinely participates in both local and national committees, panel discussions, etc. on recruiting women in law enforcement. Please click on the following link for a recent example.  
<https://www.instagram.com/p/CM0L3-pBRmt/?igshid=12hrav15d0jd0>
- g. The Sheriffs Office highlighted Women leaders on social media during Womens History Month this past March 2021. The Sheriffs Office is committed to expanding these and other recruitment strategies to encourage white female applicants to apply for sworn positions in Protective Services.

### 2. Encourage Hispanic and Latino males to apply for vacancies in the Skilled Craft and Service/Maintenance categories

- a. Human Resources recruitment team will partner with community organizers to promote distribution of job availability to non-traditional community groups, while making sure job skills and education requirements are closely associated to the job title and ensure an equitable interview process.

- b. Human Resources recruitment team will review job posting to ensure they are written in a format that is appealing, relatable and accessible to applicants. Ensuring that we clearly identify the job and type of work or skills.
- c. Human Resources in partnership with the associated agencies will conduct a bi-annual review of recruitment practices and retention efforts to minimize and prevent adverse impact on applicants and employees.
- d. Human Resources will partner with the Mayor's Office of Diversity and Inclusion to disseminate job announcements to diverse organizations and groups such as: Centro de la Familia de Utah, Rose Park Neighborhood Center Centro Civico, Comunidades Unidas, Latino Community Center, Hispanic Chamber of Commerce, University Affinity groups, Latinos in Action, Proyecto Latino De Utah, Jordan Applied technical College, Tooele Technical College (classes include construction trades, manufacturing and transportation), and Community based Job Fairs.

### **3. Encourage Asian males and Asian females to apply for vacancies in the Professionals category**

- a. Human Resources recruitment team will partner with community organizers to promote distribution of job availability to non-traditional community groups, while making sure job skills and education requirements are closely associated to the job title and ensure an equitable interview process.
- b. Human Resources recruitment team will review job posting to ensure they are written in a format that is appealing, relatable and accessible to applicants. Ensuring that we clearly identify the job and type of work or skills.
- c. Human Resources in partnership with the associated agencies will conduct a bi-annual review of recruitment practices and retention efforts to minimize and prevent adverse impact on applicants and employees.
- d. Human Resources will partner with the Mayor's Office of Diversity and Inclusion disseminate job announcements to diverse organizations and groups such as: Asian Association, Chinese Society of Utah, Utah Refugee Employment Community Center, University Affinity Groups, Utah Asian Chamber of Commerce, Asian Pacific Islander Associations and Community based Job Fairs.

## **Step 6: Internal Dissemination**

The EEOP Utilization Report will be included on the Salt Lake County Human Resources Office and Salt Lake County Sheriffs Office Intranet sites. In addition, a link will also be added to the Mayor's Office of Diversity and Inclusion site.

The EEOP Utilization Report will be distributed and discussed with all Elected Officials, Department Directors, Division Directors and The Council on Diversity Affairs (CODA) Board members.

Hard copies of the EEOP Utilization Report will be available in the Salt Lake County Human Resources Office, Mayor's Office of Diversity & Inclusion, and the Sheriffs Administration Office in the Government Center.

Employees of Salt Lake County will be notified through email and eConnect of the availability of the EEOP Utilization Report on the Salt Lake County Human Resources site and that a copy is available in the Salt Lake County Human Resources office, Mayor's Office of Diversity & Inclusion, and the Sheriffs Administration Office in the Government Center.

## **Step 7: External Dissemination**

The EEOP Utilization Report will be included on the Salt Lake County Human Resources <https://slco.org/human-resources/> , Salt Lake County Sheriffs Office page <http://slsheriff.org/> and the Mayor's Office of Diversity & Inclusion <https://slco.org/diversity/>.

A hard copy of the EEOP Utilization Report will be available for review in the Salt Lake County Human Resources office, Mayor's Office of Diversity & Inclusion, and in the Sheriffs Administration Office to the general public, contractors, and vendors. A hard copy of the EEOP Utilization Report will also be available upon request.

**Utilization Analysis Chart**  
**Relevant Labor Market: Salt Lake County, Utah**

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
<b>Officials/Administrators</b>																
Workforce #/%	191/46%	14/3%	3/1%	3/1%	0/0%	1/0%	4/1%	6/1%	158/38%	11/3%	1/0%	12/3%	1/0%	1/0%	0/0%	5/1%
CLS #/%	42,335/58%	3,190/4%	510/1%	45/0%	885/1%	235/0%	194/0%	120/0%	22,885/31%	1,905/3%	200/0%	60/0%	535/1%	185/0%	230/0%	50/0%
Utilization #/%	-11%	-1%	0%	1%	-1%	-0%	1%	1%	7%	0%	-0%	3%	-0%	-0%	-0%	1%
<b>Professionals</b>																
Workforce #/%	337/36%	28/3%	3/0%	8/1%	3/0%	1/0%	12/1%	22/2%	409/44%	49/5%	3/0%	20/2%	2/0%	2/0%	9/1%	28/3%
CLS #/%	51,635/48%	1,755/2%	575/1%	105/0%	2,160/2%	195/0%	214/0%	220/0%	44,640/42%	2,565/2%	350/0%	270/0%	1,920/2%	210/0%	480/0%	270/0%
Utilization #/%	-12%	1%	-0%	1%	-2%	-0%	1%	2%	2%	3%	-0%	2%	-2%	0%	1%	3%
<b>Technicians</b>																
Workforce #/%	80/49%	11/7%	0/0%	1/1%	2/1%	0/0%	1/1%	6/4%	44/27%	12/7%	1/1%	1/1%	1/1%	1/1%	0/0%	1/1%
CLS #/%	8,795/50%	630/4%	25/0%	90/1%	405/2%	35/0%	80/0%	4/0%	6,400/36%	640/4%	70/0%	40/0%	335/2%	4/0%	150/1%	20/0%
Utilization #/%	-0%	3%	-0%	0%	-1%	-0%	0%	4%	-9%	4%	0%	0%	-1%	1%	-1%	1%
<b>Protective Services: Sworn</b>																
Workforce #/%	339/63%	50/9%	15/3%	14/3%	19/4%	1/0%	7/1%	19/4%	48/9%	16/3%	1/0%	0/0%	5/1%	1/0%	4/1%	2/0%
CLS #/%	6,200/69%	385/4%	140/2%	45/1%	135/2%	225/3%	45/1%	10/0%	1,675/19%	55/1%	0/0%	10/0%	0/0%	10/0%	15/0%	0/0%
Utilization #/%	-7%	5%	1%	2%	2%	-2%	1%	3%	-10%	2%	0%	-0%	1%	0%	1%	0%
<b>Protective Services: Non-sworn</b>																
Workforce #/%	8/38%	2/10%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	9/43%	1/5%	0/0%	0/0%	0/0%	0/0%	0/0%	1/5%
Civilian Labor Force #/%	500/33%	115/8%	0/0%	15/1%	0/0%	10/1%	20/1%	0/0%	800/53%	50/3%	0/0%	0/0%	0/0%	10/1%	0/0%	0/0%
Utilization #/%	5%	2%	0%	-1%	0%	-1%	-1%	0%	-10%	1%	0%	0%	0%	-1%	0%	5%
<b>Administrative Support</b>																
Workforce #/%	120/14%	16/2%	2/0%	2/0%	5/1%	2/0%	1/0%	4/0%	537/63%	105/12%	3/0%	6/1%	6/1%	4/0%	10/1%	31/4%
CLS #/%	57,735/34%	6,370/4%	920/1%	195/0%	1,385/1%	515/0%	845/0%	265/0%	84,170/50%	10,650/6%	1,005/1%	555/0%	2,405/1%	1,425/1%	690/0%	455/0%

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 #/%	-20%	-2%	-0%	0%	-0%	-0%	-0%	0%	13%	6%	-0%	0%	-1%	-0%	1%	3%	
<b>Skilled Craft</b>																	
Workforce #/%	193/75%	30/12%	3/1%	4/2%	1/0%	4/2%	1/0%	9/4%	11/4%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	
CLS #/%	36,140/72%	9,390/19%	260/1%	350/1%	720/1%	425/1%	260/1%	100/0%	1,740/3%	370/1%	0/0%	4/0%	185/0%	55/0%	20/0%	0/0%	
Utilization #/%	3%	-7%	1%	1%	-1%	1%	-0%	3%	1%	-1%	0%	-0%	-0%	-0%	-0%	0%	
<b>Service/Maintenance</b>																	
Workforce #/%	90/39%	22/10%	8/3%	6/3%	6/3%	0/0%	1/0%	7/3%	49/21%	21/9%	3/1%	5/2%	4/2%	0/0%	3/1%	6/3%	
CLS #/%	49,350/38%	19,790/15%	1,685/1%	705/1%	2,680/2%	1,525/1%	450/0%	245/0%	32,665/25%	13,920/11%	835/1%	705/1%	2,790/2%	1,005/1%	295/0%	235/0%	
Utilization #/%	1%	-6%	2%	2%	1%	-1%	0%	3%	-4%	-2%	1%	2%	-0%	-1%	1%	2%	

### 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
<b>Officials/Administrators</b>	✓				✓											
<b>Professionals</b>	✓				✓								✓			
<b>Technicians</b>									✓							
<b>Protective Services: Sworn</b>	✓					✓			✓							
<b>Administrative Support</b>	✓	✓														
<b>Skilled Craft</b>		✓														
<b>Service/Maintenance</b>		✓														

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: Pashion Whales

EEO/Employee Relations Manager

06-09-2021

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[signature]

[title]

[date]