

EEO Utilization Report

Organization Information

Name: Hays County, Texas

City: San Marcos

State: TX

Zip: 78666

Type: County/Municipal Law Enforcement

Step 1: Introductory Information

Policy Statement:

Employment decisions at Hays County will be based on merit, qualification and abilities. Hays County does not discriminate based on race, age, gender, sexual preference, religion, color, disability or national origin. Hays County will make reasonable accommodations for qualified individuals with known disabilities unless doing so would result in an undue hardship for the county.

Any employees with questions or concerns about any type of discrimination in the workplace are encouraged to bring these issues to the attention of their immediate supervisor or the Director, Human Resources. Employees can raise concerns and make reports without fear of reprisal. Anyone found to be engaging in any type of unlawful discrimination will be subject to disciplinary action, up to and including termination of employment.

Step 4b: Narrative of Interpretation

After comparing the County of Hays workforce to the relevant labor market, the County of Hays underutilization reports concludes:

Both Hispanic Males and Females were under-represented in the following Job Categories: Protective Services: Sworn-Patrol Officers and Protective Services: Non-sworn

The Community Labor Statistics and the Civilian Labor Force Statistics from our labor market(s) allowed an analysis that compares the demographics of Hays County workforce to the demographics of eligible workers in the labor market.

Underutilization was found in the Protective Services: Sworn-Patrol Officer category, both male and female. This category represents the most common rank for commissioned officers in a law enforcement organization, that which Hays County titles "Deputy". The requirement for a Deputy, a minimum of 21 years of age and high school or GED graduate, represents the minimum age and educational level for a Hays County Deputy.

Underutilization was found in the Protective Services: Sworn-category, both male and female. This category represents the ranks for commissioned officers in a law enforcement organization, that which Hays County titles "Animal Control Officer, Animal Control Officer Supervisor, LE Corporal, Sergeant, Lieutenant, Inspector OPR, Detective, Chief Deputy".

Step 5: Objectives and Steps

1. Ensure equal employment opportunities for Hispanic or Latino males and females in the areas of Protective Services - Sworn Officials and Protective Services - Sworn - Patrol Officers.

- a. Evaluate the procedures the Hays County Sheriff's office utilizes to attract and retain qualified male and female Hispanic or Latino candidates for the position of Deputy and other sworn positions.
- b. Identify marketing techniques to reach a diverse audience.
- c. Ensure the individuals who recruit and make hiring decisions all agree on the strategy for attracting and hiring the best qualified candidate from an applicant pool that includes women and under-represented groups.

Step 6: Internal Dissemination

The County of Hays will make the EEOP available on its Intranet along with notification that copies are available in the Hays County Human Resources office and Sheriff's Office.

Additionally, the EEOP Utilization Report will be shared with all staff at the Sheriff's office who have authority to recruit, attend job fairs, interview, and who have hiring authority.

Step 7: External Dissemination

Hays County will post a public notice in the Human Resources Department notifying the public that the County has developed an EEOP and it is available for review upon request. Hays County will continue to communicate to all recruitment sources that Hays County is committed to Equal Employment Opportunity and all recruitment advertisements shall continue to include the EEO solicitation: "We are an Equal Opportunity Employer" and EOE, M/F/D/V. Additionally, all jobs that are identified for outside posting will be posted on the Texas Workforce Commission website, specifically workintexas.com

Utilization Analysis Chart
Relevant Labor Market: Hays County, Texas

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 #/%	2,710/47%	615/11%	30/1%	0/0%	20/0%	0/0%	10/0%	0/0%	1,625/28%	495/9%	155/3%	40/1%	10/0%	0/0%	30/1%	10/0%
Utilization #/%																
Professionals																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	3,350/32%	710/7%	175/2%	0/0%	225/2%	0/0%	4/0%	45/0%	4,365/42%	1,060/10%	115/1%	35/0%	165/2%	0/0%	50/0%	40/0%
Utilization #/%																
Technicians																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	395/33%	200/17%	0/0%	0/0%	20/2%	0/0%	0/0%	0/0%	325/27%	260/22%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%																
Protective Services: Sworn-Officials																
Workforce #/%	39/74%	6/11%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%	7/13%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	290/47%	160/26%	15/2%	4/1%	0/0%	0/0%	0/0%	0/0%	65/11%	80/13%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	26%	-15%	-1%	-1%	0%	0%	0%	0%	3%	-13%	0%	0%	0%	0%	0%	0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	63/72%	16/18%	0/0%	0/0%	1/1%	0/0%	0/0%	0/0%	6/7%	2/2%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	1,625/28%	1,760/30%	75/1%	0/0%	0/0%	0/0%	15/0%	15/0%	830/14%	1,315/23%	150/3%	35/1%	0/0%	0/0%	19/0%	0/0%
Utilization #/%	44%	-12%	-1%	0%	1%	0%	-0%	-0%	-7%	-20%	-3%	-1%	0%	0%	-0%	0%
Protective Services: Non-sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	10/13%	30/40%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	20/27%	15/20%	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 #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	3,550/24 %	1,520/10 %	190/1 %	25/0%	50/0%	0/0%	65/0%	4/0%	5,235/36 %	3,435/23 %	340/2%	35/0%	140/1%	0/0%	49/0%	0/0%
Utilization #/%																
Skilled Craft																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	2,075/44 %	2,215/47 %	95/2%	0/0%	0/0%	0/0%	10/0%	25/1%	135/3%	129/3%	0/0%	0/0%	4/0%	0/0%	25/1%	0/0%
Utilization #/%																
Service/Maintenance																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	3,050/23 %	4,335/32 %	345/3%	55/0%	20/0%	0/0%	75/1%	0/0%	2,535/19 %	2,695/20 %	225/2%	0/0%	60/0%	0/0%	19/0%	15/0%
Utilization #/%																

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
Inspector OPR																
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%
ANIMAL CONTROL OFFICER SUPERVISOR																
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%
ANIMAL CONTROL OFFICER																
Workforce #/%	3/75%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/25%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
LE Corporal																
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%
Detective																
Workforce #/%	10/62%	3/19%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	3/19%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Sergeant																
Workforce #/%	15/79%	1/5%	1/5%	0/0%	0/0%	0/0%	0/0%	0/0%	2/11%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Lieutenant																
Workforce #/%	5/62%	2/25%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/12%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Captain																
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%
Chief Deputy																
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 #/%	63/72%	16/18%	0/0%	0/1%	1/1%	0/0%	0/0%	0/0%	67%	2/2%	0/0%	0/0%	0/0%	0/0%	0/0%	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-Officials		✓								✓						
Protective Services Sworn-Patrol-Officers		✓								✓						

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: Shari Miller

HR Manager

04-14-2017

[signature]

[title]

[date]