

EEO Utilization Report

Organization Information

Name: St. Louis County Government

City: St. Louis

State: MO

Zip: 63105

Type: County/Municipal Government (not law enforcement)

Step 1: Introductory Information

Policy Statement:

The Charter and Civil Service Rules prohibit discrimination in employment. The policy of the Civil Service Commission of St. Louis County is to support fair and equal employment opportunities for all persons regardless of race, color, religion, sex, national origin, age, handicap/disability, sexual orientation, marital status, veterans status or political affiliation. As an Equal Opportunity Employer, all employment decisions within County Government, including recruitment, selection, pay, benefits, training, promotion, transfer, and termination, are based on merit factors and are required to be made in a non-discriminatory manner. The Charter and Civil Service Rules, along with various federal and state statutes, provide you with the right to a work environment free of discrimination.

Step 4b: Narrative of Interpretation

The purpose of the Tables I and II has been to provide a framework within which the County can examine its employment practices. The following analysis makes use of those statistics to formulate suggested strategies that provide for the continuation of the County's goal of equal opportunity employment.

The first step in identifying workforce underutilization is to determine the percentage difference between the County workforce and the Community Labor Statistics (CLS) in each of the eight EEO job categories. The next step in the analysis of workforce underutilization is to determine the percentage above which an underutilization will be considered addressable. Any percentage equal to or greater than two standard deviations will be considered addressable.

Using that method, the specific underutilization effecting the County have been delineated in the previous chart. St. Louis County observed the categories that are underutilized by -6% or more:

Officials/Administrator: White males (-15%)

Professionals: White females (-11%)

Technicians: White females (-23%)

Protective Services: Non-sworn: White males (-22%)

Administrative Support: White males (-16%)

Service/Maintenance: White females (-17%), Black/African American females (-8%)

In addition we have underutilizations of two standard deviations from the relevant workforce in reportable areas below:

Official/Administrators: White males

Professionals: White males, Asian males, White females, Hispanic or Latino females

Technicians: Asian males, White females, Black or African American females

Protective Services, Sworn: White males, Black/African American males, Two or more races males

Protective Services, Non-sworn: White males, Two or more races males

Administrative Support: White males, Asian females

Service/Maintenance: Hispanic or Latino males, White females, Hispanic or Latino females, Black/African American females, Asian females

Step 5: Objectives and Steps

1. 1. St. Louis County remains committed to meeting utilization goals so that its workforce more closely reflects the available labor force in St. Louis County. Because minorities and females are under-represented in certain categories, it is the County's goal to increase representation and to ensure that these groups receive equal opportunity to secure employment and advancement. The categories above are reflective of other job market realities; basically we are in competition with entities whom are able to offer higher salaries.

- a. In an effort to attract more female applicants, we will advertise job vacancies at community events, colleges and universities that have a high percent of female and/or minority students.
- b. We will modify promotional trinkets to include items that are beneficial to the target applicants such as hand sanitizer, lip balm, etc.
- c. We will include questions regarding how applicants found out about the job on our application, and then track those reasons and target those recruitment sources for future vacancies.
- d. We will make hiring managers with vacancies in job categories that are underutilized in these groups aware of the underutilization and encourage them to select qualified candidates from these groups whenever possible.
- e. We will continue to develop contacts with female and minority communities by working with established groups and attending public affairs.
- f. We will enhance upward mobility of all employees, but also assure that opportunities for advancement are equally distributed by encouraging minority and female participation.

- g. We will continue our relationship with local trade schools to specifically target females for service/maintenance jobs.
- h. We will continue to monitor and measure our recruitment policies and procedures to ensure that our efforts are enabling the County to meet and maintain our objectives.
- i. We will review hiring data in 3, 6 and 9 months from this date to make sure that we are moving in the right direction.
- j. We will continue to offer telework whenever feasible to increase our applicant pool.

Step 6: Internal Dissemination

Posting the EEOP Short Form on the recipient's intranet, an in-house, electronic communication service that only employees can access.

Posting a full copy of the EEOP Short Form on the Division of Personnel's employment posters bulletin board.

Step 7: External Dissemination

Posting a copy of the EEOP Utilization Report on the recipient's public website.

Utilization Analysis Chart
Relevant Labor Market: St. Louis County, Missouri

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 #/%	30/38%	1/1%	10/13%	0/0%	0/0%	0/0%	0/0%	0/0%	28/36%	0/0%	9/12%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	42,290/53%	525/1%	2,195/3%	75/0%	945/1%	35/0%	305/0%	95/0%	27,805/35%	500/1%	3,560/4%	35/0%	585/1%	0/0%	285/0%	35/0%
Utilization #/%	-15%	1%	10%	-0%	-1%	-0%	-0%	-0%	1%	-1%	7%	-0%	-1%	0%	-0%	-0%
Professionals																
Workforce #/%	360/34%	4/0%	101/9%	1/0%	9/1%	0/0%	2/0%	0/0%	378/35%	3/0%	192/18%	0/0%	18/2%	2/0%	3/0%	0/0%
CLS #/%	45,955/38%	1,000/1%	3,655/3%	110/0%	3,475/3%	0/0%	315/0%	290/0%	55,915/46%	1,120/1%	6,810/6%	160/0%	1,880/2%	85/0%	430/0%	200/0%
Utilization #/%	-4%	-0%	6%	0%	-2%	0%	-0%	-0%	-11%	-1%	12%	-0%	0%	0%	-0%	-0%
Technicians																
Workforce #/%	305/63%	4/1%	43/9%	2/0%	0/0%	0/0%	1/0%	0/0%	81/17%	2/0%	43/9%	0/0%	3/1%	0/0%	0/0%	0/0%
CLS #/%	6,755/37%	70/0%	555/3%	0/0%	610/3%	0/0%	10/0%	10/0%	7,180/39%	110/1%	2,535/14%	15/0%	235/1%	0/0%	115/1%	30/0%
Utilization #/%	26%	0%	6%	0%	-3%	0%	0%	-0%	-23%	-0%	-5%	-0%	-1%	0%	-1%	-0%
Protective Services: Sworn																
Workforce #/%	742/61%	16/1%	182/15%	1/0%	4/0%	0/0%	4/0%	0/0%	158/13%	2/0%	103/8%	2/0%	2/0%	0/0%	7/1%	0/0%
CLS #/%	4,995/66%	70/1%	1,335/18%	0/0%	15/0%	15/0%	79/1%	0/0%	735/10%	0/0%	305/4%	0/0%	0/0%	0/0%	4/0%	0/0%
Utilization #/%	-5%	0%	-3%	0%	0%	-0%	-1%	0%	3%	0%	4%	0%	0%	0%	1%	0%
Protective Services: Non-sworn																
Workforce #/%	37/15%	1/0%	30/12%	0/0%	0/0%	0/0%	0/0%	0/0%	99/41%	2/1%	73/30%	0/0%	1/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	400/37%	20/2%	100/9%	0/0%	10/1%	0/0%	30/3%	0/0%	370/34%	0/0%	150/14%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-22%	-1%	3%	0%	-1%	0%	-3%	0%	6%	1%	16%	0%	0%	0%	0%	0%
Administrative Support																
Workforce #/%	91/14%	0/0%	31/5%	0/0%	2/0%	0/0%	4/1%	0/0%	313/47%	3/0%	219/33%	0/0%	1/0%	0/0%	8/1%	0/0%
CLS #/%	49,275/29%	965/1%	7,775/5%	45/0%	910/1%	15/0%	400/0%	175/0%	84,150/50%	1,355/1%	20,030/12%	150/0%	1,815/1%	20/0%	1,045/1%	305/0%

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 #/%	-16%	-1%	-0%	-0%	-0%	-0%	0%	-0%	-3%	-0%	21%	-0%	-1%	-0%	1%	-0%
Skilled Craft																
Workforce #/%	93/89%	0/0%	8/8%	2/2%	0/0%	0/0%	0/0%	0/0%	1/1%	0/0%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	36,890/82%	1,065/2%	3,395/8%	80/0%	410/1%	0/0%	335/1%	60/0%	1,965/4%	100/0%	555/1%	25/0%	55/0%	0/0%	15/0%	0/0%
Utilization #/%	7%	-2%	0%	2%	-1%	0%	-1%	-0%	-3%	-0%	-0%	-0%	-0%	0%	-0%	0%
Service/Maintenance																
Workforce #/%	252/62%	2/0%	86/21%	0/0%	1/0%	0/0%	0/0%	0/0%	45/11%	0/0%	21/5%	0/0%	0/0%	0/0%	1/0%	0/0%
CLS #/%	51,460/39%	3,340/3%	16,695/13%	120/0%	1,245/1%	40/0%	620/0%	210/0%	37,480/28%	2,160/2%	16,975/13%	60/0%	1,980/1%	15/0%	775/1%	155/0%
Utilization #/%	23%	-2%	9%	-0%	-1%	-0%	-0%	-0%	-17%	-2%	-8%	-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
Officials/Administrators	✓															
Professionals	✓				✓				✓	✓						
Technicians					✓				✓		✓					
Protective Services: Sworn	✓		✓				✓									
Protective Services: Non-sworn	✓						✓									
Administrative Support	✓												✓			
Service/Maintenance		✓							✓	✓	✓		✓			

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: Susan Daniels

Personnel Director

01-14-2021

[signature]

[title]

[date]