

EEOP Utilization Report



Wed Nov 26 15:38:11 EST 2014

Step 1: Introductory Information

Grant Title:	OJJDP 2015	Grant Number:	2013-JF-FX-K006
Grantee Name:	Laramie County Government	Award Amount:	\$78,651.00
Grantee Type:	Local Government Agency		
Address:	310 W 19th Street Cheyenne, Wyoming 82001		
Contact Person:	Craig Fiskus	Telephone #:	307-672-0475
Contact Address:	1309 Coffen Ave Sheridan, Wyoming 82801		
DOJ Grant Manager:		DOJ Telephone #:	

Grant Title:	Byrne JAG 2012	Grant Number:	2012-DJ-BX0647
Grantee Name:	Laramie County Government	Award Amount:	\$43,084.00
Grantee Type:	Local Government Agency		
Address:	310 W 19th Street Cheyenne, Wyoming 82001		
Contact Person:	Geislia Barnes	Telephone #:	202-514-8516
Contact Address:	950 Pennsylvania Ave Washington, District of Columbia 20530		
DOJ Grant Manager:		DOJ Telephone #:	

Grant Title:	Byrne JAG 2014	Grant Number:	2014-DJ-BX-1060
Grantee Name:	Laramie County Government	Award Amount:	\$50,758.00
Grantee Type:	Local Government Agency		
Address:	310 W 19th Street Cheyenne, Wyoming 82001		
Contact Person:	Geislia Barnes	Telephone #:	202-514-8516
Contact Address:	950 Pennsylvania Ave Washington, District of Columbia 20530		
DOJ Grant Manager:		DOJ Telephone #:	

Grant Title: COPS 2009 **Grant Number:** 2009RKWX-0950
Grantee Name: Laramie County Government **Award Amount:** \$395,120.00
Grantee Type: Local Government Agency
Address: 310 W 19th Street
Cheyenne, Wyoming
82001
Contact Person: Brittany Baldwin **Telephone #:** 202-353-1952
Contact Address: 1100 Vermont Ave NW
Washington, District of Columbia
20530
DOJ Grant Manager: **DOJ Telephone #:**

Grant Title: COPS 2011 **Grant Number:** 2011UMWX-0206
Grantee Name: Laramie County Government **Award Amount:** \$614,586.00
Grantee Type: Local Government Agency
Address: 310 W 19th Street
Cheyenne, Wyoming
82001
Contact Person: Brittany Baldwin **Telephone #:** 202-353-1952
Contact Address: 1100 Vermont Ave NW
Washington, District of Columbia
20530
DOJ Grant Manager: **DOJ Telephone #:**

Policy Statement:

It is the policy of Laramie County and all attendant entities to provide a professional, businesslike work environment free from all forms of discrimination, including but not limited to, harassment or discrimination based on age, race, color, religion, sex, national origin or disability.

Step 4b: Narrative Underutilization Analysis

The County's Human Resources Department reviewed the utilization analysis, comparing the County's workforce to the relevant labor market, and noted the following:

1. White females were significantly under-represented in the following job categories: Protective Services -Patrol Sworn (-12%) and Service/Maintenance (-16%).
2. Hispanic females were significantly under-represented in the Protective Services- Sworn Patrol job category (-5%).
3. White males were significantly under-represented in the Administrative Support job category (-2%).

Step 5 & 6: Objectives and Steps

1. Provide equal employment opportunities for all open positions at Laramie County.

- a. Human Resources will periodically offer training on different topics such as harassment and diversity.
- b. Continue posting all external job openings with the Wyoming Workforce Center.
- c. Analyze the applicant pool to assess the diversity of applicants received.

2. Identify any barriers in recruitment that might deter the under utilized groups from applying for positions within the protected services sworn, administrative and service maintenance categories.

- a. HR will continue conducting exit interviews and review comments to identify any areas for improvement for retention and recruitment processes.
- b. Review regularly applicant flow to assess the pool's diversity and make adjustments, if necessary, to the recruitment strategy.

Step 7a: Internal Dissemination

Laramie County will post the electronic EEOP version on the County's website. An all-employees email will be distributed notifying employees of its existence. In addition the Human Resources Director will share the EEOP information with department heads. The EEOP Short Form will be available in hard copy form in the Human Resources Office and made available to the public upon request.

Step 7b: External Dissemination

Laramie County will post the EEOP on the County's Internet site.

Utilization Analysis Chart
Relevant Labor Market: Laramie County, Wyoming

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 #/%	17/55%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	13/42%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,780/53%	105/2%	0/0%	0/0%	0/0%	0/0%	0/0%	40/1%	2,090/40%	155/3%	0/0%	15/0%	15/0%	0/0%	60/1%	15/0%
Utilization #/%	2%	1%	0%	0%	0%	0%	0%	-1%	2%	-3%	0%	-0%	-0%	0%	-1%	-0%
Professionals																
Workforce #/%	11/69%	0/0%	1/6%	0/0%	0/0%	0/0%	0/0%	0/0%	4/25%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	3,055/38%	300/4%	60/1%	4/0%	60/1%	0/0%	30/0%	0/0%	4,205/52%	240/3%	50/1%	10/0%	10/0%	0/0%	15/0%	0/0%
Utilization #/%	31%	-4%	6%	-0%	-1%	0%	-0%	0%	-27%	-3%	-1%	-0%	-0%	0%	-0%	0%
Technicians																
Workforce #/%	13/72%	1/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	4/22%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	335/30%	39/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	660/58%	80/7%	4/0%	0/0%	0/0%	0/0%	15/1%	0/0%
Utilization #/%	43%	2%	0%	0%	0%	0%	0%	0%	-36%	-7%	-0%	0%	0%	0%	-1%	0%
Protective Services:																
Sworn-Officials																
Workforce #/%	25/83%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	5/17%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	825/84%	35/4%	4/0%	0/0%	0/0%	0/0%	0/0%	0/0%	70/7%	10/1%	0/0%	0/0%	0/0%	0/0%	40/4%	0/0%
Utilization #/%	-1%	-4%	-0%	0%	0%	0%	0%	0%	10%	-1%	0%	0%	0%	0%	-4%	0%
Protective Services:																
Sworn-Patrol Officers																
Workforce #/%	67/72%	5/5%	2/2%	1/1%	0/0%	0/0%	0/0%	0/0%	17/18%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	1,675/44%	390/10%	75/2%	25/1%	70/2%	0/0%	15/0%	0/0%	1,165/31%	240/6%	39/1%	14/0%	35/1%	0/0%	55/1%	0/0%
Utilization #/%	28%	-5%	0%	0%	-2%	0%	-0%	0%	-12%	-5%	-1%	-0%	-1%	0%	-1%	0%
Protective Services: Non-sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	40/91%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	4/9%	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 #/%	31/19%	2/1%	1/1%	1/1%	0/0%	0/0%	0/0%	0/0%	107/67%	17/11%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	3,415/28%	365/3%	30/0%	0/0%	70/1%	0/0%	30/0%	0/0%	7,050/58%	760/6%	90/1%	105/1%	120/1%	0/0%	75/1%	10/0%
Utilization #/%	-9%	-2%	0%	1%	-1%	0%	-0%	0%	9%	4%	-0%	-1%	-1%	0%	-1%	-0%
Skilled Craft																
Workforce #/%	25/83%	2/7%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	2/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	3,525/74%	805/17%	30/1%	125/3%	35/1%	0/0%	55/1%	0/0%	155/3%	30/1%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	9%	-10%	3%	-3%	-1%	0%	-1%	0%	3%	-1%	0%	0%	0%	0%	0%	0%
Service/Maintenance																
Workforce #/%	23/68%	2/6%	0/0%	1/3%	0/0%	0/0%	0/0%	0/0%	5/15%	3/9%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	5,850/47%	1,285/10%	120/1%	80/1%	75/1%	0/0%	55/0%	40/0%	3,800/31%	830/7%	170/1%	45/0%	40/0%	10/0%	12/0%	20/0%
Utilization #/%	21%	-4%	-1%	2%	-1%	0%	-0%	-0%	-16%	2%	-1%	-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-Patrol Officers									✓	✓						
Administrative Support	✓															
Service/Maintenance									✓							

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
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%
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%
Captain																
Workforce #/%	1/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Lieutenant																
Workforce #/%	5/100%	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 #/%	12/86%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/14%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Corporal																
Workforce #/%	5/71%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/29%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	67/72%	5/5%	2/2%	1/0%	0/0%	0/0%	0/0%	0/0%	17/18%	1/1%	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 EEOP Utilization Report.

I have reviewed the foregoing EEOP Utilization Report and certify the accuracy of the reported workforce data and our organization's employment policies.

Certified As Final By: Heather Rudy

HR Director

11-26-2014

[signature]

[title]

[date]