

EEOP Utilization Report



Mon Dec 28 11:57:25 EST 2015

Step 1: Introductory Information

Grant Title:	Victims of Crime Act	Grant Number:	2015VAGX0019
Grantee Name:	County of Buncombe	Award Amount:	\$1,407,009.00
Grantee Type:	Local Government Agency		
Address:	200 College St Asheville, North Carolina 28801		
Contact Person:	Julie Klipp Nicholson	Telephone #:	828-250-5045
Contact Address:	200 College St Asheville, North Carolina 28801		
State Granting Agency:	NC Department of Public Safety, Governor's Crime Commission	Grant Number:	PROJ011371
Contact Name:	Karen Jayson		
Contact Address:	1201 Front St Raleigh, North Carolina 27609		
Telephone #:	919-733-4625		

Grant Title:	Grants to Encourage Arrest Policies and Enforcement of Protective Orders	Grant Number:	2015-WE-AX-2015
Grantee Name:	County of Buncombe	Award Amount:	\$444,369.00
Grantee Type:	Local Government Agency		
Address:	200 College St Asheville, North Carolina 28801		
Contact Person:	Rachael Nygaard	Telephone #:	828-250-6536
Contact Address:	200 College St Asheville, North Carolina 28801		
DOJ Grant Manager:	Sue Pugliese	DOJ Telephone #:	202-305-2660

Policy Statement:

Buncombe County is an equal opportunity employer. Firm practices and employment decisions regarding recruitment, hiring, assignment, promotion and compensation shall not be based on any individual's race, color, religion, sex, national origin, political affiliation, physical or mental disability, age, veteran status, genetic information, sexual orientation, gender identity or any other legally protected class under Federal or NC State law.

Step 4b: Narrative Underutilization Analysis

In reviewing the Utilization Analysis Chart, the Human Resources Department for Buncombe County made the following observations:

Buncombe County has an under-utilization of White females and Hispanic males in the non-sworn protective services job category.

Buncombe County has an under-utilization of Black males in the sworn protective services job category.

Buncombe County has an under-utilization of Asian males in the technician job category.

Buncombe County has an under-utilization of White males in the professional and administrative support job categories.

In keeping with Buncombe County's commitment to having a diverse and inclusive workforce that is a reflection of the local population, the County will continue to examine its recruitment and retention practices in an effort to attract more females and non-majority populations in general and also focus on the specific job categories as set forth in this report.

Step 5 & 6: Objectives and Steps

1. Encourage White females to apply for and be more successful in obtaining positions in the non-sworn protective services job category.

- a. Using contract services through the Asheville Buncombe Community Relations Council, foster community engagement with non-majority populations with an emphasis on recruiting applicants from non-majority populations for open positions with the County.
- b. The Human Resources Department will offer diversity training for supervisors and managers on the benefits of a diverse and inclusive workforce.
- c. Advertise all external Buncombe County job vacancies on diversity.com, La Voz and Urban News. Buncombe County will continue to post all vacancies with the North Carolina Employment Security Commission.
- d. Within three months of the submittal of the EEOP, Buncombe County will complete an audit of its application and hiring practices using the Global Diversity and Inclusion Benchmarks and share the results with the County's Department Directors to determine whether there needs to be any changes in the County's application and hiring process for attracting non-majority populations.

2. Encourage Hispanic males to apply for and be more successful in obtaining positions in the non-sworn protective services job category.

- a. Using contract services through the Asheville Buncombe Community Relations Council, foster community engagement with non-majority populations with an emphasis on recruiting applicants from non-majority populations for open positions with the County.
- b. The Human Resources Department will offer diversity training for supervisors and managers on the benefits of a diverse and inclusive workforce.
- c. Advertise all external Buncombe County job vacancies on diversity.com, La Voz and Urban News. Buncombe County will continue to post all vacancies with the North Carolina Employment Security Commission.
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3. Encourage Black males to apply for and be more successful in obtaining positions in the sworn protective services job category.

- a. Using contract services through the Asheville Buncombe Community Relations Council, foster community engagement with non-majority populations with an emphasis on recruiting applicants from non-majority populations for open positions with the County.
- b. The Human Resources Department will offer diversity training for supervisors and managers on the benefits of a

diverse and inclusive workforce.

c. Advertise all external Buncombe County job vacancies on diversity.com, La Voz and Urban News. Buncombe County will continue to post all vacancies with the North Carolina Employment Security Commission.

d. Within three months of the submittal of the EEOP, Buncombe County will complete an audit of its application and hiring practices using the Global Diversity and Inclusion Benchmarks and share the results with the County's Department Directors to determine whether there needs to be any changes in the County's application and hiring process for attracting non-majority populations.

4. Encourage Asian males to apply for and be more successful in obtaining positions in the technician job category.

a. Using contract services through the Asheville Buncombe Community Relations Council, foster community engagement with non-majority populations with an emphasis on recruiting applicants from non-majority populations for open positions with the County.

b. Human Resources Department will offer diversity training for supervisors and managers on the benefits of a diverse and inclusive workforce.

c. Advertise all external Buncombe County job vacancies on diversity.com, La Voz and Urban News. Buncombe County will continue to post all vacancies with the North Carolina Employment Security Commission.

d. Within three months of the submittal of the EEOP, Buncombe County will complete an audit of its application and hiring practices using the Global Diversity and Inclusion Benchmarks and share the results with the County's Department Directors to determine whether there needs to be any changes in the County's application and hiring process for attracting non-majority populations.

5. Encourage White males to apply for and be more successful in obtaining positions in the professional and administrative support job categories.

a. Using contract services through the Asheville Buncombe Community Relations Council, foster community engagement with non-majority populations with an emphasis on recruiting applicants from non-majority populations for open positions with the County.

b. The Human Resources Department will offer diversity training for supervisors and managers on the benefits of a diverse and inclusive workforce.

c. Advertise all external Buncombe County job vacancies on diversity.com, La Voz and Urban News. Buncombe County will continue to post all vacancies with the North Carolina Employment Security Commission.

d. Within three months of the submittal of the EEOP, Buncombe County will complete an audit of its application and hiring practices using the Global Diversity and Inclusion Benchmarks and share the results with the County's Department Directors to determine whether there needs to be any changes in the County's application and hiring process for attracting non-majority populations.

Step 7a: Internal Dissemination

A copy of the EEOP Short Form will be available for viewing and download on Buncombe County's intranet site for County employees as well as a notification that a copy may be viewed in the Human Resources Office.

Step 7b: External Dissemination

Post a copy of the EEOP short form for viewing and download on Buncombe County's external website at www.buncombecounty.org.

Utilization Analysis Chart
Relevant Labor Market: Buncombe County, North Carolina

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 #/%	82/48%	0/0%	0/0%	0/0%	1/1%	0/0%	0/0%	0/0%	80/47%	3/2%	4/2%	1/1%	0/0%	0/0%	0/0%	0/0%
CLS #/%	7,620/55%	120/1%	120/1%	60/0%	95/1%	15/0%	50/0%	0/0%	5,260/38%	120/1%	250/2%	20/0%	15/0%	0/0%	20/0%	10/0%
Utilization #/%	-7%	-1%	-1%	-0%	-0%	-0%	-0%	0%	9%	1%	1%	0%	-0%	0%	-0%	-0%
Professionals																
Workforce #/%	96/26%	0/0%	4/1%	0/0%	1/0%	0/0%	0/0%	0/0%	241/65%	6/2%	18/5%	2/1%	3/1%	0/0%	0/0%	0/0%
CLS #/%	9,085/38%	155/1%	400/2%	4/0%	135/1%	0/0%	95/0%	20/0%	13,350/55%	170/1%	335/1%	35/0%	175/1%	25/0%	115/0%	25/0%
Utilization #/%	-12%	-1%	-1%	-0%	-0%	0%	-0%	-0%	10%	1%	3%	0%	0%	-0%	-0%	-0%
Technicians																
Workforce #/%	126/31%	5/1%	6/1%	0/0%	0/0%	0/0%	0/0%	0/0%	234/58%	12/3%	20/5%	0/0%	1/0%	0/0%	0/0%	0/0%
CLS #/%	1,450/35%	35/1%	55/1%	0/0%	70/2%	0/0%	0/0%	0/0%	2,305/56%	40/1%	145/4%	15/0%	15/0%	0/0%	0/0%	0/0%
Utilization #/%	-4%	0%	0%	0%	-2%	0%	0%	0%	2%	2%	1%	-0%	-0%	0%	0%	0%
Protective Services: Sworn																
Workforce #/%	192/81%	2/1%	6/3%	2/1%	0/0%	0/0%	0/0%	0/0%	31/13%	0/0%	2/1%	0/0%	1/0%	0/0%	0/0%	0/0%
CLS #/%	1,400/74%	10/1%	225/12%	4/0%	0/0%	0/0%	0/0%	0/0%	205/11%	0/0%	0/0%	15/1%	0/0%	0/0%	30/2%	0/0%
Utilization #/%	7%	0%	-9%	1%	0%	0%	0%	0%	2%	0%	1%	-1%	0%	0%	-2%	0%
Protective Services: Non-sworn																
Workforce #/%	73/65%	3/3%	5/4%	0/0%	1/1%	0/0%	0/0%	0/0%	27/24%	0/0%	3/3%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	35/25%	35/25%	10/7%	0/0%	0/0%	0/0%	0/0%	0/0%	60/43%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	40%	-22%	-3%	0%	1%	0%	0%	0%	-19%	0%	3%	0%	0%	0%	0%	0%
Administrative Support																
Workforce #/%	22/11%	3/2%	3/2%	0/0%	0/0%	0/0%	0/0%	0/0%	138/72%	9/5%	15/8%	1/1%	2/1%	0/0%	0/0%	0/0%
CLS #/%	10,250/32%	285/1%	340/1%	4/0%	80/0%	0/0%	95/0%	0/0%	19,325/60%	415/1%	1,160/4%	90/0%	130/0%	4/0%	165/1%	10/0%

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%	1%	1%	-0%	-0%	0%	-0%	0%	12%	3%	4%	0%	1%	-0%	-1%	-0%
Skilled Craft																
Workforce #/%	20/87%	0/0%	1/4%	0/0%	0/0%	0/0%	0/0%	0/0%	2/9%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	9,695/75%	1,640/13%	275/2%	35/0%	70/1%	4/0%	105/1%	0/0%	970/7%	75/1%	125/1%	0/0%	15/0%	0/0%	0/0%	0/0%
Utilization #/%	12%	-13%	2%	-0%	-1%	-0%	-1%	0%	1%	-1%	-1%	0%	-0%	0%	0%	0%
Service/Maintenance																
Workforce #/%	28/97%	1/3%	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%
CLS #/%	15,795/45%	1,860/5%	1,330/4%	55/0%	160/0%	10/0%	115/0%	55/0%	12,875/36%	1,460/4%	1,160/3%	110/0%	175/0%	0/0%	190/1%	0/0%
Utilization #/%	52%	-2%	-4%	-0%	-0%	-0%	-0%	-0%	-36%	-4%	-3%	-0%	-0%	0%	-1%	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
Professionals	✓															
Technicians					✓											
Protective Services: Sworn			✓													
Protective Services: Non-sworn		✓							✓							
Administrative Support	✓															

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: Curtis W. Euler

Human Resources Director

12-28-2015

[signature]

[title]

[date]