

EEO Utilization Report

Organization Information

Name: MARION, COUNTY OF

City: SALEM

State: OR

Zip: 97309-5036

Type: County/Municipal Law Enforcement

Section 1: EEO Policy Statement

Policy Statement:

See attached document

Following File has been uploaded:Non-Discrimination Policy 602.pdf

Section 5: Narrative Interpretation of Data

See attached

Following File has been uploaded:2023 EEO Utilization Report Narrative with percentage.docx

Section 6: Objectives and Steps

1. 1. Continue to partner with other departments across the County to promote Marion County as a diverse employer. (Hispanic or Latino Women: Technicians, Service/Maintenance)

- a. Partner with representatives from other departments to attend job fairs along with Human Resources recruitment representatives.
- b. A defined number of positions have been designated as Minimum Staffing Required (MSR) for women only recruitment for the job categories of Protective Services. These MSR positions may be adjusted to meet legislative requirements or departmental ratios.

2. 2. Recruit in areas that attract a large female and minority audience

- a. Attend local recruitment events that will attract underrepresented population (Goodwill Job Connections, Veterans job fairs, etc.)

3. 3. Ensure a welcoming environment for all candidates

- a. All advertisements seeking applicants for employment identify Marion County as an equal opportunity employer.
- b. Encourage women and minorities on interview panels.
- c. Encourage existing employees to recruit for Marion County and to present us as a viable employer.
- d. Provide interview skills training to all Marion County supervisors which includes guidance on reducing unconscious bias.

4. 4. Continue with recruitment efforts on college campuses, focusing on promoting Marion County as a diverse employer.

- a. Attend job fairs at Chemeketa Community College; which has programs for Corrections, Business and Skilled Trades.
- b. Attend recruitment events at Western Oregon University which is deemed an HSI (Hispanic Serving Institution)
- c. Recruit via Handshake, which is an online recruitment portal for colleges and universities.

5. 5. Continue to attend local recruitment events to promote Marion County as a diverse employer.

- a. Attend minority, female, and Veteran focused career fairs.
- b. Continue to host Marion County Job Fairs which are represented by various departments across Marion County attracting candidates with a diverse employee skill set.

6. 6. Continue to utilize internal and external recruitment methods.

- a. Encourage existing employees to recruit for Marion County and to present us as a viable employer for all groups by sending out periodic e-mail communications to employees regarding ongoing recruitment efforts.
- b. Focus on job posting language that will attract a more diverse candidate pool.
- c. Consistently post jobs utilizing the State Department of Employment to ensure that we are reaching an audience which includes women and minorities.

7. 7. Continue to improve internal recruitment and data-gathering processes.

- a. Disability, Ethnic, Veteran and Gender self-identification forms are being included with new hire packets to collect this data more effectively.
- b. Applications are being forwarded to hiring managers without names or other gender, ethnic, or veteran information to prevent unconscious bias and we will continue with this practice.
- c. Research within Neogov Reporting options for gathering data on diversity recruitments.
- d. Marion County is utilizing a new recruitment marketing software which will automatically advertise on sites based on position.

8. 8. Increase diversity and inclusion awareness in Marion County.

- a. Provide recruitment process training to all Marion County supervisors which includes training on unconscious bias.

Section 7: Dissemination Strategy: Internal

The utilization information for the entire County will be disseminated every two years by the Marion County HR Department. Human Resources will share with departments that show underutilization. We will review existing goals and action plans and develop new ones to address underutilization.

Section 7: Dissemination Strategy: External

Marion County publishes the EEO Law Notice, Discrimination and Harassment Free Workplace Policy and EEOP information on its Human Resources internet/intranet pages.

Utilization Analysis Chart
Relevant Labor Market: Marion County
, Oregon

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 #/%	39/59%	3/5%	0/0%	0/0%	3/5%	0/0%	1/2%	18/27%	0/0%	0/0%	1/2%	1/2%	0/0%	0/0%
CLS #/%	8,845/47%	930/5%	145/1%	25/0%	250/1%	45/0%	190/1%	6,950/37%	945/5%	4/0%	35/0%	250/1%	85/0%	140/1%
Utilization #/%	12%	-0%	-1%	-0%	3%	-0%	1%	-10%	-5%	-0%	1%	0%	-0%	-1%
Professionals														
Workforce #/%	204/25%	35/4%	9/1%	2/0%	12/1%	0/0%	9/1%	417/51%	94/11%	2/0%	5/1%	10/1%	7/1%	17/2%
CLS #/%	9,910/35%	835/3%	115/0%	50/0%	320/1%	210/1%	245/1%	13,610/48%	1,970/7%	185/1%	115/0%	610/2%	40/0%	365/1%
Utilization #/%	-10%	1%	1%	0%	0%	-1%	0%	3%	5%	-0%	0%	-1%	1%	1%
Technicians														
Workforce #/%	70/64%	6/6%	0/0%	3/3%	3/3%	0/0%	2/2%	22/20%	2/2%	0/0%	0/0%	0/0%	0/0%	1/1%
CLS #/%	3,140/31%	1,195/12%	25/0%	30/0%	125/1%	40/0%	190/2%	3,760/37%	1,395/14%	45/0%	0/0%	160/2%	30/0%	120/1%
Utilization #/%	34%	-6%	-0%	2%	2%	-0%	-0%	-16%	-12%	-0%	0%	-2%	-0%	-0%
Protective Services: Sworn-Officials														
Workforce #/%	31/79%	0/0%	0/0%	2/5%	1/3%	0/0%	0/0%	5/13%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,960/62%	430/14%	30/1%	45/1%	15/0%	15/0%	135/4%	420/13%	100/3%	0/0%	0/0%	0/0%	0/0%	10/0%
Utilization #/%	17%	-14%	-1%	4%	2%	-0%	-4%	-0%	-3%	0%	0%	0%	0%	-0%
Protective Services: Non-sworn														
Workforce #/%	31/28%	20/18%	3/3%	1/1%	1/1%	1/1%	2/2%	30/27%	19/17%	1/1%	0/0%	0/0%	0/0%	3/3%
Civilian Labor Force #/%	135/33%	0/0%	15/4%	0/0%	0/0%	0/0%	4/1%	195/47%	60/15%	0/0%	4/1%	0/0%	0/0%	0/0%
Utilization #/%	-5%	18%	-1%	1%	1%	1%	1%	-20%	2%	1%	-1%	0%	0%	3%
Administrative Support														
Workforce #/%	37/10%	11/3%	3/1%	0/0%	0/0%	0/0%	0/0%	186/51%	96/26%	0/0%	6/2%	11/3%	6/2%	12/3%
CLS #/%	9,275/26%	1,935/5%	165/0%	110/0%	225/1%	45/0%	355/1%	18,205/50%	4,040/11%	210/1%	230/1%	370/1%	140/0%	800/2%

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%	-2%	0%	-0%	-1%	-0%	-1%	0%	15%	-1%	1%	2%	1%	1%
Skilled Craft														
Workforce #/%	55/65%	6/7%	1/1%	0/0%	1/1%	1/1%	1/1%	15/18%	4/5%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	6,690/62%	2,760/26%	50/0%	25/0%	75/1%	80/1%	225/2%	385/4%	380/4%	0/0%	20/0%	25/0%	55/1%	20/0%
Utilization #/%	3%	-18%	1%	-0%	0%	0%	-1%	14%	1%	0%	-0%	-0%	-1%	-0%
Service/Maintenance														
Workforce #/%	57/63%	7/8%	0/0%	0/0%	1/1%	6/7%	2/2%	10/11%	3/3%	1/1%	0/0%	0/0%	3/3%	1/1%
CLS #/%	13,050/31%	8,875/21%	270/1%	110/0%	500/1%	365/1%	500/1%	10,585/25%	5,970/14%	130/0%	140/0%	660/2%	415/1%	820/2%
Utilization #/%	32%	-13%	-1%	-0%	-0%	6%	1%	-14%	-11%	1%	-0%	-2%	2%	-1%

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-Officials		✓												
Protective Services: Non-sworn								✓						
Administrative Support	✓	✓					✓							
Skilled Craft		✓												
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
Division Commander														
Workforce #/%	4/100%	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%
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%
Lieutenant														
Workforce #/%	4/50%	0/0%	0/0%	2/0%	0/0%	0/0%	0/0%	2/25%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Sergeant														
Workforce #/%	22/85%	0/0%	0/0%	0/4%	1/4%	0/0%	0/0%	3/12%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services: Sworn-Patrol Officers														
Workforce #/%	131/58%	23/10%	3/1%	3/1%	3/1%	0/0%	1/0%	43/19%	14/6%	0/0%	2/1%	1/0%	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 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: Kathy Bolen

Workforce Development Coordinator

02-01-2024

[signature]

[title]

[date]