

EEO Utilization Report

Organization Information

Name: Yakima County Sheriffs Office

City: Yakima

State: WA

Zip: 98907

Type: County/Municipal Law Enforcement

Step 1: Introductory Information

Policy Statement:

The Board of Yakima County Commissioners has adopted Policy No HR-003, Yakima County Non-Discrimination and Anti-Harassment Policy, to actively promote its commitment to nondiscrimination and equal opportunity. The purpose of this policy is to provide guidelines to elected officials, county employees and members of the public to help ensure equal access to County services and employment opportunities regardless of a persons age, color, creed, sensory, mental or physical disability, genetic information, marital status, national origin, political belief, race, religion, sex, sexual orientation, and military status, or any other protected status under federal or state statute. Additionally, the policy provides guidelines for identifying, reporting, and resolving claims of discrimination or related retaliation.

Following File has been uploaded:HR 003 Non-Discrimination and Anti-Harassment Policy 08-16.pdf

Step 4b: Narrative of Interpretation

Yakima County reviewed the Utilization Analysis (comparing the workforce of the Yakima County Sheriffs Office to the relevant labor market), and noted the following:

Given the small numbers in the job categories Officials/Administrators (0), Professionals (0), Technician (0), Administrative Support (0), Skilled Craft (0), and Service/Maintenance (0), it is difficult to interpret the level of underutilization in each job category as significant in relation to the relevant community labor market; nonetheless, it is noteworthy to address:

1. Protective Services: Sworn-Officials there is an underutilization of Hispanic Males (-15%) and White Females (-10%).
2. Protective Services: Sworn-Patrol Officers there is an underutilization of White Females (-13%) and a significant underutilization of Hispanic Females (-23%).
3. Protective Services: Non-sworn there is a significant underutilization of White Males (-28%) and Asian Males (-17%).

In keeping with the Yakima County Sheriffs Office commitment to having a workforce that reflects the community it serves, the Yakima County Sheriffs Office will examine its recruitment and retention practices to see if there may be ways to attract more White and Hispanic Females to apply for entry-level Deputy Sheriff positions; and attract more White and Asian Males in Non-Sworn Protective Service positions.

Yakima County will review its recruitment and retention program and its promotion opportunities under the Civil Service Rules to see if there may be ways to encourage Hispanic Males and White Females to apply for promotions to address the underutilization of Hispanic Males and White Females in the Sworn-Officials Protective Services positions.

Step 5: Objectives and Steps

1. Identify any barriers in recruitment that might deter Hispanic and White women from applying for entry-level Deputy Sheriff positions.

- a. Yakima County will arrange to meet with female recruits to find out how they learned about the opportunity to become a Yakima County Deputy Sheriff. Yakima County will also inquire as to whether anything in the recruitment or training process might be changed to encourage more females to become Yakima County Deputy Sheriffs. Based on their feedback, Yakima County will reexamine its outreach and training efforts and develop a revised outreach program within twelve months, prior to the next recruitment cycle.
- b. Building on Yakima County's already established policy to conduct exit interviews with all employees who voluntarily leave Yakima County, Yakima County will review the comments from all female Deputy who voluntarily left the Yakima County Sheriffs Office in the last twelve months and who had three years of service or less. Based on this research, Yakima County will review how its employment policies may affect the recruitment and retention of female Deputy Sheriffs.

2. Target Hispanic and White females in Deputy Sheriff recruitment campaigns and White and Asian males in recruitment campaigns for non-sworn positions.

- a. Yakima County will enhance outreach efforts that target Hispanic and White females and White and Asian males in recruitment.

Step 6: Internal Dissemination

1. The Yakima County Sheriff will distribute a hard copy of the EEOP Utilization Report for the Yakima County Sheriffs Office to all employees in a supervisory capacity at the Yakima County Sheriffs Office.
2. The Yakima County Sheriff will send an e-mail to all Yakima County Sheriffs Office employees, to let them know that a copy of the EEOP Utilization Report for the Yakima County Sheriffs Office is available upon request.
3. Yakima County Human Resources will post a PDF file of the EEOP Utilization Report for the Yakima County Sheriffs Office on its website on YCShare, the internal, electronic communication system for the County that only employees can access;

4. The Yakima County Sheriff will post information on Sheriffs bulletin boards in employee break areas about how to obtain a copy of the EEOP Utilization Report for the Yakima County Sheriffs Office

Step 7: External Dissemination

1. Yakima County Human Resources will post a copy of the EEOP Utilization Report for the Yakima County Sheriffs Office on its public website; and,
2. Yakima County Human Resources will include on all job announcements for the Yakima County Sheriffs Office positions that applicants may obtain a copy of the Yakima County Sheriffs Office EEOP Utilization Report on request.
3. The Yakima County Sheriffs Office will notify applicants, vendors, and contractors in writing that it has developed an EEOP Utilization Report for the Yakima County Sheriffs Office and that it is available on request for review

Utilization Analysis Chart
Relevant Labor Market: Yakima County, Washington

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 #/%	4,530/53 %	815/10%	0/0%	140/2%	20/0%	0/0%	100/1%	20/0%	2,255/27 %	445/5%	20/0%	95/1%	30/0%	0/0%	30/0%	0/0%
Utilization #/%																
Professionals																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	4,225/33 %	990/8%	30/0%	90/1%	95/1%	0/0%	60/0%	50/0%	5,410/43 %	1,270/10 %	40/0%	70/1%	95/1%	0/0%	185/1%	25/0%
Utilization #/%																
Technicians																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	640/29%	75/3%	0/0%	10/0%	20/1%	0/0%	0/0%	0/0%	880/40%	375/17%	10/0%	90/4%	0/0%	0/0%	110/5%	0/0%
Utilization #/%																
Protective Services: Sworn-Officials																
Workforce #/%	16/100%	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%
CLS #/%	950/62%	235/15%	45/3%	40/3%	0/0%	0/0%	10/1%	0/0%	145/10%	100/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	38%	-15%	-3%	-3%	0%	0%	-1%	0%	-10%	-7%	0%	0%	0%	0%	0%	0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	28/72%	9/23%	0/0%	0/0%	0/0%	0/0%	1/3%	0/0%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	2,940/25 %	3,185/28 %	25/0%	325/3%	20/0%	0/0%	95/1%	30/0%	1,830/16 %	2,620/23 %	0/0%	305/3%	90/1%	10/0%	70/1%	15/0%
Utilization #/%	46%	-4%	-0%	-3%	-0%	0%	2%	-0%	-13%	-23%	0%	-3%	-1%	-0%	-1%	-0%
Protective Services: Non-sworn																
Workforce #/%	4/14%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	19/66%	5/17%	0/0%	1/3%	0/0%	0/0%	0/0%	0/0%
CLS #/%	10/42%	0/0%	0/0%	0/0%	4/17%	0/0%	0/0%	0/0%	10/42%	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 #/%	-28%	0%	0%	0%	-17%	0%	0%	0%	24%	17%	0%	3%	0%	0%	0%	0%
Administrative Support																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	5,120/23 %	2,405/11 %	85/0%	25/0%	60/0%	15/0%	110/0%	60/0%	9,770/43 %	4,030/18 %	40/0%	465/2%	155/1%	30/0%	125/1%	35/0%
Utilization #/%																
Skilled Craft																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	3,925/60 %	1,705/26 %	0/0%	255/4%	20/0%	0/0%	110/2%	55/1%	295/5%	115/2%	0/0%	45/1%	0/0%	0/0%	0/0%	0/0%
Utilization #/%																
Service/Maintenance																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	8,285/20 %	14,885/36 %	195/0%	615/1%	155/0%	25/0%	255/1%	70/0%	6,725/16 %	9,000/22 %	105/0%	375/1%	230/1%	15/0%	184/0%	55/0%
Utilization #/%																

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									✓	✓						

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%
Chief																
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%
Line Lieutenant																
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%
Deputy Sergeant																
Workforce #/%	11/100%	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 #/%	28/72%	9/23%	0/0%	0/0%	0/0%	0/0%	1/3%	0/0%	1/3%	0/0%	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 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: Judith Kendall

HR Senior Manager

08-11-2017

[signature]

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