

EEO Utilization Report

Organization Information

Name: Tooele City Corporation

City: Tooele

State: UT

Zip: 84074

Type: County/Municipal Law Enforcement

Section 1: EEO Policy Statement

Policy Statement:

Tooele City believes that it is important to foster a workforce culture that values diversity at all levels in the organization. As such, equal employment opportunities are provided in all aspects of employment including hiring, job assignment, compensation, discipline, termination, and access to benefits, programs, and training.

Tooele City does not discriminate in employment opportunities or practices on the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law.

As such, Tooele City provides employees with viable means for communicating and resolving complaints regarding perceived unlawful discrimination in employment practices including (1) A formal internal grievance policy for alleged violations of policy and/or law including discrimination; and (2) A formal anti-harassment policy that includes a complaint and investigation process for allegations of sexual or other forms of employee harassment.

Section 5: Narrative Interpretation of Data

The labor market statistics show that Black, Asian/Pacific Islander, and American Indian/Alaskan native populations are very small in Tooele County, therefore, the larger areas of representation were analyzed and focus was placed on the larger populations of Hispanic and Male/Female representation.

When the Utilization Analysis revealed a difference of 10% or more, Tooele City conducted closer analysis to evaluate the specific factors relating to the group and to identify whether or not underutilization is indicated. The following is a summary, by category, of the results of this analysis:

Officials and Administrators The analysis shows underutilization of white females by 10%.

Professionals The analysis shows underutilization of white females by 11%. Although this number appears to represent underutilization, Tooele City has not identified this as significant because of the limited number of positions in this category. There are a total of 5 incumbents in this category 2 female and 3 male.

Technicians The analysis shows no significant underutilization.

Protective Services (Sworn) The analysis shows underutilization of white females by 11%

Protective Services Non-Sworn The analysis shows no significant underutilization.

Administrative Support - The analysis shows underutilization of white males by 22%. Additionally, the DOJ EEO system calculates underutilization using a standard of two or more standard deviations and when identified, shows that it may be significant. This system generated utilization report showed that White Males are statistically underutilized. Tooele City has identified this as an area of underutilization.

Skilled Craft The analysis shows no significant underutilization.

Service/Maintenance The analysis shows no significant underutilization.

Section 6: Objectives and Steps

1. General Workforce Diversity Initiatives. Tooele City welcomes the opportunities to increase the representation of all underutilized groups. We will:

- a. Maintain top management commitment to diversity in the workplace. Tooele City is not only concerned with legal compliance. It is our objective to maintain a workforce culture that values diversity at all levels in our organization.
- b. Carefully review minimum education, training, and job requirements to ensure that they represent minimum qualifications necessary for entry into the position.
- c. Carefully analyze recruitment strategies to attract a diverse applicant pool.
- d. Review selection processes including interview boards and selection criteria to ensure no unnecessary barriers exist that would deny equal employment opportunities in the organization, except when bona fide occupational qualifications are established in order for the individual to perform the essential functions of the job.

2. Objectives Specific to Each Underutilized Category

- a. **Officials and Administrators.** Although we have identified an underutilization of White Females in the Officials and Administrator occupations, Tooele City does not plan to focus unique, specific attention on increasing female representation in these areas. The change in utilization from the last reporting period was driven by the addition of two full-time paid firefighter officials as part of the City's transition from an all-volunteer fire department and the replacement of one department head. Tooele City will continue to monitor our recruitment, selection, and retention practices for barriers to representation of White Females in this category.

b. Protective Services (Sworn-Patrol Officers). Recruitment and retention have been challenging and is anticipated to continue amid the current social climate and economy. We will continue to use an application system that integrates with social media and multiple recruitment job sites. The system includes a list serve whereby both passive and active applicants may be notified of vacancies. We removed the NPOST exam score as a condition of hire and continue with our physical fitness standards. Uncertified applicants will have lowered entry standard than that required of certified officers or upon graduation to provide cadets with appropriate training to meet the required occupational qualifications required of police officers. This change applies regardless of gender. Tooele City continues to consider sponsorship through a police academy of qualified applicants. We strive to ensure female are used in promotional material with similar rate of representation as male officers.

c. Administrative Support. Although we have identified an underutilization of White Males in the Administrative Support occupations, Tooele City does not plan to focus unique, specific attention on increasing male representation in these areas.

Section 7: Dissemination Strategy: Internal

1. Post the EEO Policy Statement on the HR Bulletin Board at the entrance of City Hall for four months.
2. E-mail a notice to all City e-mail accounts informing them of the availability of the EEOP on the City's website and encouraging them to review it.

Section 7: Dissemination Strategy: External

1. Continue to include the statement Tooele City is an Equal Opportunity Employer on job announcement disclaimer.
2. Post the EEOP on the City's website.

Utilization Analysis Chart
Relevant Labor Market: Tooele County
, Utah

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 #/%	19/70%	1/4%	0/0%	1/4%	0/0%	0/0%	0/0%	6/22%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,225/57%	95/4%	20/1%	4/0%	4/0%	0/0%	0/0%	705/33%	80/4%	15/1%	4/0%	0/0%	10/0%	0/0%
Utilization #/%	14%	-1%	-1%	4%	-0%	0%	0%	-10%	-4%	-1%	-0%	0%	-0%	0%
Professionals														
Workforce #/%	3/60%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/40%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,250/43%	40/1%	0/0%	4/0%	35/1%	0/0%	25/1%	1,495/51%	35/1%	0/0%	15/1%	0/0%	0/0%	30/1%
Utilization #/%	17%	-1%	0%	-0%	-1%	0%	-1%	-11%	-1%	0%	-1%	0%	0%	-1%
Technicians														
Workforce #/%	8/67%	1/8%	0/0%	0/0%	0/0%	0/0%	0/0%	3/25%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	880/48%	180/10%	15/1%	4/0%	15/1%	0/0%	20/1%	585/32%	105/6%	0/0%	10/1%	20/1%	0/0%	0/0%
Utilization #/%	19%	-1%	-1%	-0%	-1%	0%	-1%	-7%	-6%	0%	-1%	-1%	0%	0%
Protective Services: Sworn														
Workforce #/%	33/80%	2/5%	1/2%	0/0%	0/0%	0/0%	0/0%	3/7%	2/5%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	225/63%	30/8%	0/0%	0/0%	0/0%	0/0%	15/4%	65/18%	0/0%	0/0%	10/3%	10/3%	0/0%	0/0%
Utilization #/%	17%	-4%	2%	0%	0%	0%	-4%	-11%	5%	0%	-3%	-3%	0%	0%
Protective Services: Non-sworn														
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	3/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	10/9%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	100/91%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-9%	0%	0%	0%	0%	0%	0%	9%	0%	0%	0%	0%	0%	0%
Administrative Support														
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	22/85%	3/12%	0/0%	0/0%	1/4%	0/0%	0/0%
CLS #/%	850/22%	125/3%	35/1%	4/0%	10/0%	35/1%	0/0%	2,440/63%	315/8%	20/1%	4/0%	30/1%	15/0%	10/0%
Utilization #/%	-22%	-3%	-1%	-0%	-0%	-1%	0%	22%	3%	-1%	-0%	3%	-0%	-0%
Skilled Craft														

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
Workforce #/%	29/81%	7/19%	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 #/%	1,225/70%	285/16%	0/0%	4/0%	25/1%	25/1%	4/0%	115/7%	35/2%	0/0%	4/0%	0/0%	0/0%	25/1%
Utilization #/%	10%	3%	0%	-0%	-1%	-1%	-0%	-7%	-2%	0%	-0%	0%	0%	-1%
Service/Maintenance														
Workforce #/%	9/47%	1/5%	0/0%	1/5%	1/5%	0/0%	0/0%	4/21%	3/16%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,040/42%	655/14%	30/1%	10/0%	15/0%	30/1%	75/2%	1,315/27%	305/6%	0/0%	70/1%	135/3%	55/1%	65/1%
Utilization #/%	5%	-8%	-1%	5%	5%	-1%	-2%	-6%	9%	0%	-1%	-3%	-1%	-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
Administrative Support	✓													

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
Detective														
Workforce #/%	8/89%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/11%	0/0%	0/0%	0/0%	0/0%	0/0%
Sergeant														
Workforce #/%	7/100%	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 #/%	3/100%	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%
Captain														
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%
Chief of Police														
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%
Protective Services: Sworn-Patrol Officers														
Workforce #/%	13/65%	2/10%	1/5%	0/0%	0/0%	0/0%	0/0%	3/15%	1/5%	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.



HR Director

August 26, 2024

[signature]

[title]

[date]