

# EEOP Utilization Report



Thu Nov 21 16:56:09 EST 2013

## Step 1: Introductory Information

**Grant Title:** Summer Food Service Program      **Grant Number:** 04-0720  
**Grantee Name:** City of Sanford      **Award Amount:** \$5,280.00  
**Grantee Type:** Local Government Agency  
**Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**Contact Person:** Alice Bowers      **Telephone #:** 407-688-5120  
**Contact Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**DOJ Grant Manager:** Bonnie Gobar Mathis      **DOJ Telephone #:** 850-617-7424

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**Grant Title:** Touhy Park Panels-Education Initiative      **Grant Number:** 17978  
**Grantee Name:** City of Sanford      **Award Amount:** \$8,000.00  
**Grantee Type:** Local Government Agency  
**Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**Contact Person:** Elizabeth Harkey      **Telephone #:** 407-688-5103  
**Contact Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**DOJ Grant Manager:** Charlie Marcus      **DOJ Telephone #:**

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**Grant Title:** Forestry Program Equipment Purchases Urban and Community Forestry      **Grant Number:** 19038  
**Grantee Name:** City of Sanford      **Award Amount:** \$10,000.00  
**Grantee Type:** Local Government Agency  
**Address:** 300 N. Park Ave.  
Sanford  
32771  
**Contact Person:** Elizabeth Harkey      **Telephone #:** 407-688-5103  
**Contact Address:** 300 N. Park Ave.  
Sanford  
32771

**DOJ Grant Manager:** Charlie Marcus

**DOJ Telephone #:**

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**Grant Title:** 2010 Community Development Block Grant Office of Community Forestry FL Department of Agriculture & Consumer Services  
**Grant Number:** B-10-MC-12-00057

**Grantee Name:** City of Sanford  
**Award Amount:** \$485,388.00

**Grantee Type:** Local Government Agency

**Address:** 300 N. Park Ave.  
Sanford  
32771

**Contact Person:** Andrew Thomas  
**Telephone #:** 407-688-5000

**Contact Address:** 300 N. Park Ave.  
Sanford, Florida  
32771

**DOJ Grant Manager:** Lugia Milanese  
**DOJ Telephone #:** 904-208-6080

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**Grant Title:** 2011 Community Development Block Grant  
**Grant Number:** B-11-MC-12-00057

**Grantee Name:** City of Sanford  
**Award Amount:** \$404,880.00

**Grantee Type:** Local Government Agency

**Address:** 300 N. Park Ave.  
Sanford, Florida  
32771

**Contact Person:** Andrew Thomas  
**Telephone #:** 407-688-5000

**Contact Address:** 300 N. Park Ave.  
Sanford, Florida  
32771

**DOJ Grant Manager:** Lugia Milanese  
**DOJ Telephone #:** 904-208-6080

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**Grant Title:** 2012 Community Development Block Grant  
**Grant Number:** B-12-MC-12-00057

**Grantee Name:** City of Sanford  
**Award Amount:** \$390,489.00

**Grantee Type:** Local Government Agency

**Address:** 300 N. Park Ave.  
Sanford, Florida  
32771

**Contact Person:** Andrew Thomas  
**Telephone #:** 407-688-5000

**Contact Address:** 300 N. Park Ave.  
Sanford, Florida  
32771

**DOJ Grant Manager:** Lugia Milanese

**DOJ Telephone #:** 904-208-6080

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**Grant Title:** Neighborhood Stabilization  
Program

**Grant Number:** B-11-MN-12-0035

**Grantee Name:** City of Sanford

**Award Amount:** \$1,037,697.00

**Grantee Type:** Local Government Agency

**Address:** 300 N. Park Ave.  
Sanford, Florida  
32771

**Contact Person:** Andrew Thomas

**Telephone #:** 407-688-5000

**Contact Address:** 300 N. Park Ave.  
Sanford, Florida  
32771

**DOJ Grant Manager:** Lugia Milanese

**DOJ Telephone #:** 904-208-6080

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**Grant Title:** Sanford Marina Day Boat Slips  
Land and Water Conversation  
Program

**Grant Number:** LW12-00596/LW596

**Grantee Name:** City of Sanford

**Award Amount:** \$200,000.00

**Grantee Type:** Local Government Agency

**Address:** 300 N. Park Ave.  
Sanford, Florida  
32771

**Contact Person:** Marc Hultin

**Telephone #:** 407-688-5103

**Contact Address:** 300 N. Park Ave.  
Sanford, Florida  
32771

**DOJ Grant Manager:** Rita Ventry

**DOJ Telephone #:** 850-245-2501

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**Grant Title:** CLG Training Grant Historic  
Preservation Grant Award

**Grant Number:** F1207

**Grantee Name:** City of Sanford

**Award Amount:** \$16,500.00

**Grantee Type:** Local Government Agency

**Address:** 300 N. Park Ave.  
Sanford, Florida

32771

**Contact Person:** Christine Dalton      **Telephone #:** 407-688-5145  
**Contact Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**DOJ Grant Manager:** Keicha Herring/D. Stacey Cahan      **DOJ Telephone #:** 850-245-6333

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**Grant Title:** City of Sanford Path of History:      **Grant Number:** 12-10-AP-5036  
Sanford Avenue Info Markers  
**Grantee Name:** City of Sanford      **Award Amount:** \$15,000.00  
**Grantee Type:** Local Government Agency  
**Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**Contact Person:** Christine Dalton      **Telephone #:** 407-688-5145  
**Contact Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**DOJ Grant Manager:** Madeline Konz      **DOJ Telephone #:** 202-354-2064

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**Grant Title:** DEA Officer Reimbursement US      **Grant Number:** DEA Orlando  
Dept. of Justice  
**Grantee Name:** City of Sanford      **Award Amount:** \$17,202.00  
**Grantee Type:** Local Government Agency  
**Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**Contact Person:** Toni Wojtas (Woods)      **Telephone #:** 407-688-5070  
**Contact Address:** 815 Historic Goldsboro Blvd.  
Sanford, Florida  
32771  
**DOJ Grant Manager:** Mark Trouville      **DOJ Telephone #:**

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**Grant Title:** Bullet Proof Vest 2012      **Grant Number:** 2012 Regular Solicitation  
**Grantee Name:** City of Sanford      **Award Amount:** \$16,266.00  
**Grantee Type:** Local Government Agency  
**Address:** 300 N. Park Ave.

Sanford, Florida  
32771

**Contact Person:** Jim Krzenski **Telephone #:** 407-688-5070  
**Contact Address:** 815 Historic Goldsboro Blvd.  
Sanford, Florida  
32771  
**DOJ Grant Manager:** Bureau of Justice Assistance, **DOJ Telephone #:** 202-616-6500  
Office of Justice Programs

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**Grant Title:** COPS Hiring Recovery Program **Grant Number:** 2009RKWX0251  
**Grantee Name:** City of Sanford **Award Amount:** \$1,331,722.00  
**Grantee Type:** Local Government Agency  
**Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**Contact Person:** Jim Krzenski **Telephone #:** 407-688-5070  
**Contact Address:** 815 Historic Goldsboro Blvd.  
Sanford, Florida  
32771  
**DOJ Grant Manager:** Lynette Chambliss **DOJ Telephone #:** 202-353-9790

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**Grant Title:** COPS Hiring Recovery Program **Grant Number:** 2011UMWX0044  
**Grantee Name:** City of Sanford **Award Amount:** \$1,133,670.00  
**Grantee Type:** Local Government Agency  
**Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**Contact Person:** Jim Krzenski **Telephone #:** 407-688-5070  
**Contact Address:** 815 Historic Goldsboro Blvd.  
Sanford, Florida  
32771  
**DOJ Grant Manager:** Lynette Chambliss **DOJ Telephone #:** 202-353-9790

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**Grant Title:** FY10 (BJA-JAG) Equipment of **Grant Number:** 2010-DJ-BX-1562  
Support of Police Officers  
**Grantee Name:** City of Sanford **Award Amount:** \$28,929.00  
**Grantee Type:** Local Government Agency



**Grantee Name:** City of Sanford **Award Amount:** \$15,559.00  
**Grantee Type:** Local Government Agency  
**Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**Contact Person:** Jim Krzenski **Telephone #:** 407-688-5070  
**Contact Address:** 815 Historic Goldsboro Blvd.  
Sanford, Florida  
32771  
**DOJ Grant Manager:** Clayton Wilder/Janice Parish **DOJ Telephone #:** 850-617-1250

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**Grant Title:** Purchase of Portable Ticket Writers & Thermal Imaging Camera **Grant Number:** 2013-JAGC-SEMI-7-D7-137  
**Grantee Name:** City of Sanford **Award Amount:** \$13,869.00  
**Grantee Type:** Local Government Agency  
**Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**Contact Person:** Jim Krzenski **Telephone #:** 407-688-5070  
**Contact Address:** 815 Historic Goldsboro Blvd.  
Sanford, Florida  
32771  
**DOJ Grant Manager:** Clayton Wilder/Janice Parish **DOJ Telephone #:** 850-617-1250

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**Grant Title:** FY2009 Recovery Act JAG Program **Grant Number:** 2009-SB-B9-0716  
**Grantee Name:** City of Sanford **Award Amount:** \$121,610.00  
**Grantee Type:** Local Government Agency  
**Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**Contact Person:** Jim Krzenski **Telephone #:** 407-688-5070  
**Contact Address:** 815 Historic Goldsboro Blvd.  
Sanford, Florida  
32771  
**DOJ Grant Manager:** Nadine Fulton **DOJ Telephone #:** 202-514-6661

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**Grant Title:** Riverwalk Phase II **Grant Number:** FPN 430913-1-58-01

**Grantee Name:** City of Sanford **Award Amount:** \$4,119,810.00  
**Grantee Type:** Local Government Agency  
**Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**Contact Person:** Robert Beall **Telephone #:** 407-688-5080  
**Contact Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**DOJ Grant Manager:** Marianne Takacs **DOJ Telephone #:** 386-943-5444

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**Grant Title:** Persimmon Ave. & West 8th St. **Grant Number:** LAP AQH50/FPN 4278978-1-38-1  
Sidewalk  
**Grantee Name:** City of Sanford **Award Amount:** \$80,000.00  
**Grantee Type:** Local Government Agency  
**Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**Contact Person:** Robert Beall **Telephone #:** 407-688-5080  
**Contact Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**DOJ Grant Manager:** Myra Picallo **DOJ Telephone #:** 386-943-5545

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**Grant Title:** Energy Efficiency & Conservation **Grant Number:** DE-SC0003175  
Block Grant  
**Grantee Name:** City of Sanford **Award Amount:** \$502,500.00  
**Grantee Type:** Local Government Agency  
**Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**Contact Person:** Marc Hultin **Telephone #:** 407-688-5103  
**Contact Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**DOJ Grant Manager:** Talia DeLuzio **DOJ Telephone #:** 865-576-4166

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**Grant Title:** Low Income Heat & Energy **Grant Number:** 12EA-OF-06-69-02-028

Assistance Program

**Grantee Name:** City of Sanford **Award Amount:** \$1,557,865.00  
**Grantee Type:** Local Government Agency  
**Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**Contact Person:** Maria Garcia **Telephone #:** 407-688-5167  
**Contact Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**DOJ Grant Manager:** Hilda Frazier **DOJ Telephone #:** 850-245-7105

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**Grant Title:** Low Income Heat & Energy Assistance Program **Grant Number:** 13EA-OF-06-69-02-028  
**Grantee Name:** City of Sanford **Award Amount:** \$1,075,247.00  
**Grantee Type:** Local Government Agency  
**Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**Contact Person:** Maria Garcia **Telephone #:** 407-688-5167  
**Contact Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**DOJ Grant Manager:** Hilda Frazier **DOJ Telephone #:** 850-245-7105

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**Grant Title:** 2011 Fire Assistance **Grant Number:** EMW-2011-FR-00007  
**Grantee Name:** City of Sanford **Award Amount:** \$167,710.00  
**Grantee Type:** Local Government Agency  
**Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**Contact Person:** Craig Radzak **Telephone #:** 407-688-5044  
**Contact Address:** 1303 William Clark Ave.  
Sanford, Florida  
32771  
**DOJ Grant Manager:** Catherine Patterson **DOJ Telephone #:** 866-274-0960

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**Grant Title:** 2011 Firefighter Training **Grant Number:** 11-DS-9Z-13-00-16-436  
**Grantee Name:** City of Sanford **Award Amount:** \$8,900.00  
**Grantee Type:** Local Government Agency  
**Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**Contact Person:** Craig Radzak **Telephone #:** 407-688-5044  
**Contact Address:** 1303 William Clark Ave.  
Sanford, Florida  
32771  
**DOJ Grant Manager:** John Kohnke **DOJ Telephone #:** 850-413-3611

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**Grant Title:** State Revolving Loan, EPA, FL **Grant Number:** DW590120  
Dept. of Environmental Protection  
**Grantee Name:** City of Sanford **Award Amount:** \$15,000,000.00  
**Grantee Type:** Local Government Agency  
**Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**Contact Person:** Migdalia Hernandez **Telephone #:** 407-688-5104  
**Contact Address:** 300 N. Park Ave.  
Sanford, Florida  
32771  
**DOJ Grant Manager:** Venkata Panchakarla **DOJ Telephone #:** 850-245-8366

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### **Policy Statement:**

The City of Sanford recognizes a moral, ethical and legal responsibility to provide fair and equitable consideration of applicants and employees without regard to race, color, religion, ancestry, age, national origin, place of birth, gender, sexual orientation, or other non job-related factors.

The City affirms its commitment to a policy not only of nondiscrimination but also to a process of equal employment opportunity in all departments of City government to ensure that employment opportunities are extended to all qualified persons.

City policy prohibits the hiring of unqualified individuals. The City of Sanford will continue to administer all other personnel matters such as compensation, benefits, transfers, layoffs, training, and education assistance in accordance with the City's Nondiscrimination Policy.

The City's Equal Employment Opportunity Plan is available for review in the Human Resources Department during normal business hours. It is also available on the City's website at [www.sanfordfl.gov](http://www.sanfordfl.gov).

Employees are encouraged to bring equal employment opportunity concerns to the attention of their supervisors, management staff, or the Equal Employment Opportunity Plan Coordinator in the Human Resources

Department.

Fred Fosson  
Equal Employment Opportunity Plan Coordinator  
Human Resources/Risk Management Director  
300 N. Park Avenue  
Sanford, Florida 32771

## **Step 4b: Narrative Underutilization Analysis**

The City's Human Resources/Risk Management Department reviewed the Utilization Analysis (comparing the City's workforce to the relevant labor market), and noted the following:

1. White females were significantly under-represented in the following job categories: Officials(-21%), Professionals (-16%), Technicians (-18%), Protective Services Non-Sworn(-29%)and Service Maintenance (22%).
2. Hispanic females were significantly under-represented in the following category: Technicians (11%), Protective Services Non-Sworn (-9%).
3. Black or African American females were significantly under-represented in the following category: Protective Services Non-Sworn (14%).
4. Asian females were significantly under-represented in the following category: Protective Services Non-Sworn (-9%).
5. Hispanic males were significantly under-represented in the following category: Skilled Craft (17%).
6. White males were significantly under-represented in the following job categories: Administrative Support (-14%), Skilled Craft (26%), and Service Maintenance (17%).

## **Step 5 & 6: Objectives and Steps**

### **1. To encourage White females to apply for vacancies in the Officials, Professionals, Technician, Protective Services: Non-Sworn and Service Maintenance job categories.**

a. The Human Resources/Risk Management Department (HR/RM) will review the composition of the applicant pool for all vacancies in the last fiscal year to determine as best it can whether White females were under-represented. The HR/RM will send a report on its findings, along with relevant observations and recommendations, to the City Manager within six months of the date of this report.

The HR/RM will enhance outreach efforts that target White female applicants in these job areas, i.e. sending recruitment vacancy announcements to: minority group websites or emails as determined by the City; known trade associations, if any, specific to the position or job category, HR/RM professional associations; local public entities.

HR/RM will inquire of other local public entities as to their recruitment efforts in this regard.

Review with Managers the City's non-discrimination and hiring practices.

Advise all internal candidates of training/staff development opportunities.

### **2. To encourage Hispanic females to apply for vacancies in the Technicians and Protective Services: Non-Sworn job categories.**

a. The Human Resources/Risk Management Department (HR/RM) will review the composition of the applicant pool for all vacancies in the last fiscal year to determine as best it can whether Hispanic females were under-represented. The HR/RM will send a report on its findings, along with relevant observations and recommendations, to the City Manager within six months of the date of this report.

The HR/RM will enhance outreach efforts that target Hispanic female applicants in these job areas, i.e. sending recruitment vacancy announcements to: minority group websites or emails as determined by the City; known trade associations, if any, specific to the position or job category, HR/RM professional associations; local public entities.

HR/RM will inquire of other local public entities as to their recruitment efforts in this regard.

Review with Managers the City's non-discrimination and hiring practices.

Advise all internal candidates of training/staff development opportunities.

**3. To encourage Black or African American females to apply for vacancies in the Protective Services: Non-Sworn job category.**

a. The Human Resources/Risk Management Department (HR/RM) will review the composition of the applicant pool for all vacancies in the last fiscal year to determine as best it can whether Black females were under-represented. The HR/RM will send a report on its findings, along with relevant observations and recommendations, to the City Manager within six months of the date of this report.

The HR/RM will enhance outreach efforts that target Black female applicants in these job areas, i.e. sending recruitment vacancy announcements to: minority group websites or emails as determined by the City; known trade associations, if any, specific to the position or job category, HR/RM professional associations; local public entities.

HR/RM will inquire of other local public entities as to their recruitment efforts in this regard.

Review with Managers the City's non-discrimination and hiring practices.

Advise all internal candidates of training/staff development opportunities.

**4. To encourage Asian females to apply for vacancies in the Protective Services: Non-Sworn job category.**

a. The Human Resources/Risk Management Department (HR/RM) will review the composition of the applicant pool for all vacancies in the last fiscal year to determine as best it can whether Asian females were under-represented. The HR/RM will send a report on its findings, along with relevant observations and recommendations, to the City Manager within six months of the date of this report.

The HR/RM will enhance outreach efforts that target Asian female applicants in these job areas, i.e. sending recruitment vacancy announcements to: minority group websites or emails as determined by the City; known trade associations, if any, specific to the position or job category, HR/RM professional associations; local public entities.

HR/RM will inquire of other local public entities as to their recruitment efforts in this regard.

Review with Managers the City's non-discrimination and hiring practices.

Advise all internal candidates of training/staff development opportunities.

**5. To encourage White males to apply for vacancies in the Administrative Support, Skilled Craft and Service Maintenance job categories.**

a. The Human Resources/Risk Management Department (HR/RM) will review the composition of the applicant pool for all vacancies in the last fiscal year to determine as best it can whether White males were under-represented. The HR/RM will send a report on its findings, along with relevant observations and recommendations, to the City Manager within six months of the date of this report.

The HR/RM will enhance outreach efforts that target White male applicants in these job areas, i.e. sending recruitment vacancy announcements to: group websites or emails as determined by the City; known trade associations, if any, specific to the position or job category, HR/RM professional associations; local public entities.

HR/RM will inquire of other local public entities as to their recruitment efforts in this regard.

Review with Managers the City's non-discrimination and hiring practices.

Advise all internal candidates of training/staff development opportunities.

**6. To encourage Hispanic males to apply for vacancies in the Skilled Craft job category.**

a. The Human Resources/Risk Management Department (HR/RM) will review the composition of the applicant pool for all vacancies in the last fiscal year to determine as best it can whether Hispanic males were under-represented. The HR/RM will send a report on its findings, along with relevant observations and recommendations, to the City Manager within six months of the date of this report.

The HR/RM will enhance outreach efforts that target Hispanic males applicants in these job areas, i.e. sending recruitment vacancy announcements to: minority group websites or emails as determined by the City; known trade associations, if any, specific to the position or job category, HR/RM professional associations; local public entities.

HR/RM will inquire of other local public entities as to their recruitment efforts in this regard.

Review with Managers the City's non-discrimination and hiring practices.

Advise all internal candidates of training/staff development opportunities.

### **Step 7a: Internal Dissemination**

Distribute a hard copy of the EEOP form to all employees in an Executive Management position.

Post a copy of the EEOP Form on the City's intranet service, an in-house electronic communication network.

### **Step 7b: External Dissemination**

Post a copy of the EEOP Form on the City's public website.

**Utilization Analysis Chart**  
**Relevant Labor Market: Seminole County, Florida**

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
<b>Officials/Administrators</b>																
Workforce #/%	33/75%	1/2%	5/11%	0/0%	1/2%	0/0%	0/0%	0/0%	4/9%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	12,150/46%	1,790/7%	885/3%	0/0%	490/2%	0/0%	100/0%	30/0%	8,090/30%	1,750/7%	865/3%	15/0%	340/1%	0/0%	105/0%	10/0%
Utilization #/%	29%	-4%	8%	0%	0%	0%	-0%	-0%	-21%	-7%	-3%	-0%	-1%	0%	-0%	-0%
<b>Professionals</b>																
Workforce #/%	23/50%	5/11%	2/4%	0/0%	0/0%	0/0%	0/0%	0/0%	11/24%	4/9%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	10,215/33%	1,650/5%	970/3%	10/0%	1,005/3%	4/0%	145/0%	95/0%	12,325/40%	1,920/6%	1,685/5%	65/0%	760/2%	0/0%	70/0%	75/0%
Utilization #/%	17%	6%	1%	-0%	-3%	-0%	-0%	-0%	-16%	3%	-3%	-0%	-2%	0%	-0%	-0%
<b>Technicians</b>																
Workforce #/%	26/46%	1/2%	16/28%	1/2%	0/0%	0/0%	0/0%	0/0%	8/14%	1/2%	4/7%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,650/33%	315/6%	360/7%	15/0%	0/0%	0/0%	4/0%	0/0%	1,600/32%	630/13%	385/8%	0/0%	55/1%	0/0%	0/0%	0/0%
Utilization #/%	13%	-5%	21%	1%	0%	0%	-0%	0%	-18%	-11%	-1%	0%	-1%	0%	0%	0%
<b>Protective Services: Sworn</b>																
Workforce #/%	61/60%	13/13%	13/13%	0/0%	0/0%	0/0%	0/0%	0/0%	9/9%	4/4%	2/2%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,465/53%	405/15%	285/10%	0/0%	70/3%	0/0%	30/1%	0/0%	310/11%	95/3%	115/4%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	7%	-2%	2%	0%	-3%	0%	-1%	0%	-2%	0%	-2%	0%	0%	0%	0%	0%
<b>Protective Services: Non-sworn</b>																
Workforce #/%	41/71%	6/10%	6/10%	0/0%	0/0%	0/0%	0/0%	0/0%	4/7%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	80/25%	15/5%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	115/36%	35/11%	45/14%	0/0%	30/9%	0/0%	0/0%	0/0%
Utilization #/%	46%	6%	10%	0%	0%	0%	0%	0%	-29%	-9%	-14%	0%	-9%	0%	0%	0%
<b>Administrative Support</b>																
Workforce #/%	7/13%	0/0%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%	31/56%	4/7%	11/20%	1/2%	0/0%	0/0%	0/0%	0/0%
CLS #/%	16,050/27%	3,705/6%	1,895/3%	0/0%	810/1%	15/0%	115/0%	85/0%	25,205/42%	6,010/10%	4,550/8%	85/0%	1,210/2%	25/0%	200/0%	295/0%

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 #/%	-14%	-6%	-1%	0%	-1%	-0%	-0%	-0%	15%	-3%	12%	2%	-2%	-0%	-0%	-0%
<b>Skilled Craft</b>																
Workforce #/%	32/38%	4/5%	45/54%	0/0%	1/1%	0/0%	0/0%	0/0%	2/2%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	10,070/64%	3,450/22%	1,055/7%	0/0%	140/1%	15/0%	30/0%	35/0%	535/3%	300/2%	60/0%	0/0%	70/0%	0/0%	0/0%	0/0%
Utilization #/%	-26%	-17%	47%	0%	0%	-0%	-0%	-0%	-1%	-2%	-0%	0%	-0%	0%	0%	0%
<b>Service/Maintenance</b>																
Workforce #/%	4/13%	3/10%	22/73%	0/0%	0/0%	0/0%	0/0%	0/0%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	11,570/31%	4,960/13%	3,090/8%	80/0%	555/1%	0/0%	225/1%	165/0%	9,430/25%	3,815/10%	2,820/7%	10/0%	615/2%	30/0%	140/0%	110/0%
Utilization #/%	-17%	-3%	65%	-0%	-1%	0%	-1%	-0%	-22%	-10%	-7%	-0%	-2%	-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
Officials/Administrators									✓							
Professionals									✓							
Technicians									✓	✓						
Protective Services: Non-sworn									✓	✓	✓		✓			
Administrative Support	✓															
Skilled Craft	✓															
Service/Maintenance	✓								✓							

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.

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[signature]

[title]

[date]