

# EEO Utilization Report

## Organization Information

Name: Salt Lake City Corporation Police Department

City: Salt Lake City

State: UT

Zip: 84111

Type: County/Municipal Law Enforcement

Thu Apr 27 13:43:14 EDT 2017

## **Step 1: Introductory Information**

### **Policy Statement:**

In accordance with applicable law, Salt Lake City Corporation prohibits discrimination and harassment based on a persons race, color, national origin, sex (including pregnancy), religion, age (age 40 and above), disability, genetic information, sexual orientation, gender identity, or any other legally protected class. This policy applies to all city employees; however, employees under the direct control or supervision of the Salt Lake City Council may be bound only by city ordinance and state and federal equal employment opportunity laws.

Please refer to the attached hard copy document for the Salt Lake City Corporation's full policy.

Following File has been uploaded:3.05.04\_Anti\_Discrimination\_and\_Harassment.pdf

## **Step 4b: Narrative of Interpretation**

Salt Lake City Corporation's Human Resources Department reviewed the Utilization Analysis Chart (comparing the City's workforce to the relevant labor market), and noted the following:

1. Hispanic or Latino males were significantly under represented in the Protective Services: Sworn - Patrol Officers category.
2. White females were significantly under represented in the Protective Services: Sworn - Officials and Protective Services: Sworn - Patrol Officers categories.
3. Hispanic or Latina, Asian, and Native Hawaiian or Other Pacific Islander females were under represented in the Protective Services: Sworn - Patrol Officers category.

The Salt Lake City Police Department is continuously attending and creating outreach and recruitment events to attract female police officers. Generally, female police officer candidates will fail the vertical jump or push-up portion of the department's physical agility test during the testing process. The physical agility test is the first step in the testing and selection process to become a police officer.

The Salt Lake City Police Department has held several police officer recruitment events onsite over the last few years. The vertical jump machine is always present at the department's onsite recruitment events for interested candidates to practice their jump and receive exercise tips from current police officers.

Over the last several years the Salt Lake City Police Department has not seen an under representation of Hispanic or Latino male police officers. The recent change may be due to retirements throughout the years. The human resources department and Salt Lake City Police Department will work together to develop strategies to attract Hispanic or Latino males to the position of police officer.

The Salt Lake City Police Department is committed to building a qualified and competent workforce based on principles of diversity.

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

### **1. To encourage White female Police Officers to promote to leadership positions and apply for Police Officer positions.**

- a. The City is committed to building a qualified and competent workforce based on principles of diversity.
- b. The Salt Lake City Police Department created a series of recruitment videos with White females to encourage White females to apply to protective services: sworn patrol officer positions.
- c. All applications for City positions are completed online. The City is currently working with a vendor to implement a new user friendly online applicant tracking and onboarding system for applicants (estimated completion is July 2017).
- d. The human resources office and the Salt Lake City Police Department will enhance outreach efforts that target White females to apply for the position of Police Officer. Members from both the Salt Lake City Police Department and Human Resources Department will attend job fairs, education institutions, trade associations, and conferences to promote and recruit more White female employees.

### **2. To encourage Hispanic or Latino/a males and females to apply for Police Officer positions.**

- a. The City continues to review and revise job descriptions to ensure they accurately represent each position, and the job descriptions are not creating a negative impact on recruiting a diverse workforce.
- b. The City is committed to building a qualified and competent workforce based on principles of diversity.
- c. The Salt Lake City Police Department created a series of recruitment videos with Hispanic or Latino males to encourage other Hispanic or Latino/a males and females to apply to protective services: sworn patrol officer positions.

d. The human resources office and the Salt Lake City Police Department will enhance outreach efforts that target Hispanic or Latino/a males and females to apply for the position of Police Officer. Members from both the Salt Lake City Police Department and Human Resources Department will attend job fairs, education institutions, trade associations, and conferences to promote and recruit more Hispanic or Latino employees.

**3. Salt Lake City Corporation focuses on diversity and equal opportunity in all of our positions.**

- a. The City recently implemented an Employees' University and has conducted several training sessions to assist employees with career development.
- b. The City maintains a Supervisor Boot Camp Program which provides new supervisors a good understanding of the supervisory roles and responsibilities, and provides existing supervisors a refresher. The curriculum identifies key supervisory skills that would enable participants to become confident and effective leaders.
- c. The Human Resources Department and/or Salt Lake City Police Department sends emails of job openings to People Helping People and attends job fairs and events to encourage and facilitate female applicants.
- d. The City offers internships to students from local Universities and Colleges.
- e. The City has a tuition reimbursement program for current employees which encourages both genders and all national origins to gain the knowledge and skills needed for specific positions.

**4. To encourage Asian and Native Hawaiian or other Pacific Islander females to apply for Police Officer positions.**

- a. All applications for City positions are completed online. The City is currently working with a vendor to implement a new user friendly applicant tracking and onboarding system for applicants (estimated completion is July 2017).
- b. The Salt Lake City Police Department is committed to building a qualified and competent workforce based on principles of diversity.
- c. The human resources office and Salt Lake City Police Department will enhance outreach efforts that target Asian and Native Hawaiian or other Pacific Islander females to apply for positions in the Protective Services: Sworn Patrol Officers job category. Human resources professionals or Salt Lake City Police Department representatives will attend job fairs, educational institutions, trade associations, and conferences to promote and recruit Asian and Native Hawaiian or other Pacific Islander female employees.

**Step 6: Internal Dissemination**

- 1. The Salt Lake City Police Department will post the EEOP Utilization Report on the intranet, an in-house electronic communication network.
- 2. The City will send an e-mail to all employees to let them know that a copy of the EEOP Utilization Report is available upon request.
- 3. The City will include a hard copy of the EEOP Utilization Report in the lobby of the Human Resources Office.

**Step 7: External Dissemination**

- 1. A copy of the EEOP Utilization Report will be posted on the Salt Lake City Corporation's public website.
- 2. A copy of the EEOP Utilization Report will be posted on the Salt Lake City Police Department's public website.
- 3. Notifying applicants, vendors, and contractors in writing that the Salt Lake City Police Department has developed an EEOP Utilization Report and that it is available upon request.
- 4. Making copies of the EEOP Utilization Report available in the reading room of the local public library.

**Utilization Analysis Chart  
Relevant Labor Market: Salt Lake 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
<b>Officials/Administrators</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	42,335/58%	3,190/4%	510/1%	45/0%	885/1%	235/0%	194/0%	120/0%	22,885/31%	200/0%	60/0%	535/1%	185/0%	230/0%	50/0%	
Utilization #/%																
<b>Professionals</b>																
Workforce #/%	7/27%	0/0%	1/4%	0/0%	0/0%	0/0%	0/0%	0/0%	16/62%	0/0%	0/0%	1/4%	0/0%	0/0%	0/0%	
CLS #/%	51,635/48%	1,755/2%	575/1%	105/0%	2,160/2%	195/0%	214/0%	220/0%	44,640/42%	350/0%	270/0%	1,920/2%	210/0%	480/0%	270/0%	
Utilization #/%	-21%	-2%	3%	-0%	-2%	-0%	-0%	-0%	20%	-0%	-0%	2%	-0%	-0%	-0%	
<b>Technicians</b>																
Workforce #/%	15/35%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	25/58%	0/0%	0/0%	1/2%	0/0%	0/0%	0/0%	
CLS #/%	8,795/50%	630/4%	25/0%	90/1%	405/2%	35/0%	80/0%	4/0%	6,400/36%	70/0%	40/0%	335/2%	4/0%	150/1%	20/0%	
Utilization #/%	-15%	-4%	-0%	-1%	-2%	-0%	-0%	-0%	22%	-0%	-0%	0%	-0%	-1%	-0%	
<b>Protective Services: Sworn-Officials</b>																
Workforce #/%	66/82%	4/5%	1/1%	0/0%	1/1%	1/1%	0/0%	0/0%	5/6%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%	
CLS #/%	6,200/69%	385/4%	140/2%	45/1%	135/2%	225/3%	45/1%	10/0%	1,675/19%	55/1%	10/0%	0/0%	10/0%	15/0%	0/0%	
Utilization #/%	13%	1%	-0%	-1%	-0%	-1%	-1%	-0%	-12%	1%	-0%	0%	-0%	-0%	0%	
<b>Protective Services: Sworn-Patrol Officers</b>																
Workforce #/%	296/80%	23/6%	3/1%	2/1%	4/1%	14/4%	0/0%	0/0%	22/6%	5/1%	0/0%	0/0%	0/0%	0/0%	0/0%	
Civilian Labor Force #/%	21,890/40%	8,090/15%	440/1%	330/1%	450/1%	920/2%	425/1%	110/0%	14,755/27%	5,075/9%	250/0%	690/1%	775/1%	179/0%	115/0%	
Utilization #/%	40%	-9%	0%	-0%	0%	2%	-1%	-0%	-21%	-8%	-1%	-1%	-1%	-0%	-0%	
<b>Protective Services: Non-sworn</b>																

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 #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	500/33%	115/8%	0/0%	15/1%	0/0%	10/1%	20/1%	0/0%	800/53%	50/3%	0/0%	0/0%	0/0%	10/1%	0/0%	0/0%
Utilization #/%																
<b>Administrative Support</b>																
Workforce #/%	12/30%	1/2%	0/0%	1/2%	0/0%	0/0%	0/0%	0/0%	23/57%	1/2%	1/2%	0/0%	1/2%	0/0%	0/0%	0/0%
CLS #/%	57,735/34%	6,370/4%	920/1%	195/0%	1,385/1%	515/0%	845/0%	265/0%	84,170/50%	10,650/6%	1,005/1%	555/0%	2,405/1%	1,425/1%	690/0%	455/0%
Utilization #/%	-4%	-1%	-1%	2%	-1%	-0%	-0%	-0%	8%	-4%	2%	-0%	1%	-1%	-0%	-0%
<b>Skilled Craft</b>																
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%
CLS #/%	36,140/72%	9,390/19%	260/1%	350/1%	720/1%	425/1%	260/1%	100/0%	1,740/3%	370/1%	0/0%	4/0%	185/0%	55/0%	200%	0/0%
Utilization #/%	28%	-19%	-1%	-1%	-1%	-1%	-1%	-0%	-3%	-1%	0%	-0%	-0%	-0%	-0%	0%
<b>Service/Maintenance</b>																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/50%	0/0%	1/50%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	49,350/38%	19,790/15%	1,685/1%	705/1%	2,680/2%	1,525/1%	450/0%	245/0%	32,665/25%	13,920/11%	835/1%	705/1%	2,790/2%	1,005/1%	295/0%	235/0%
Utilization #/%	-38%	-15%	-1%	-1%	-2%	-1%	-0%	-0%	25%	-11%	49%	-1%	-2%	-1%	-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
<b>Protective Services: Sworn-Officials</b>									✓							
<b>Protective Services: Sworn-Patrol Officers</b>		✓							✓				✓	✓		

## 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
<b>Assistant Chief</b>																
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%
<b>Deputy Chief</b>																
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%
<b>Captain</b>																
Workforce #/%	5/83%	1/17%	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%
<b>Lieutenant</b>																
Workforce #/%	17/94%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Sergeant</b>																
Workforce #/%	41/77%	3/6%	1/2%	0/2%	1/2%	1/2%	0/0%	0/0%	4/8%	1/2%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Protective Services:</b>																
<b>Sworn-Patrol Officers</b>																
Workforce #/%	296/80%	23/6%	3/1%	2/1%	4/1%	14/4%	0/0%	0/0%	22/6%	5/1%	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.

  
[signature] \_\_\_\_\_ HR Director \_\_\_\_\_ [title]  
\_\_\_\_\_ May 01, 2017 \_\_\_\_\_ [date]

