

EEOP Short Form



Tue May 18 15:50:23 EDT 2010

Step 1: Introductory Information

Grant Title:	Law Enforcement Technology Needs; Upgrade of Records Management System	Grant Number:	2010-JAGD-INRI-4-4Y-067
Grantee Name:	City of Sebastian	Award Amount:	\$5,834.00
Grantee Type:	Local Government Agency		
Address:	1225 Main Street Sebastian, Florida 32958		
Contact Person:	Debra Krueger	Telephone #:	772-388-8202
Contact Address:	1225 Main Street Sebastian, Florida 32958		
State Granting Agency:	Florida Department of Law Enforcement	Grant Number:	2009-DJ-BX-1077
Contact Name:	Julie Dillard		
Contact Address:	2331 Phillips Road Tallahassee, Florida 32308		
Telephone #:	850-617-1257		

Grant Title:	Law Enforcement Equipment Needs	Grant Number:	2010-ARRC-INRI-4-W7-152
Grantee Name:	City of Sebastian	Award Amount:	\$28,329.00
Grantee Type:	Local Government Agency		
Address:	1225 Main Street Sebastian, Florida 32958		
Contact Person:	Debra Krueger	Telephone #:	772-388-8202
Contact Address:	1225 Main Street Sebastian, Florida 32958		
State Granting Agency:	Florida Department of Law Enforcement	Grant Number:	2009-SU-B9-0021
Contact Name:	Julie Dillard		
Contact Address:	2331 Phillips Road Tallahassee, Florida 32308		
Telephone #:	850-617-1257		

Grant Title:	FY 2009 Recovery Act Justice Assistance Grant Program	Grant Number:	2009-SB-B9-2156
Grantee Name:	City of Sebastian	Award Amount:	\$22,547.00
Grantee Type:	Local Government Agency		
Address:	1225 Main Street Sebastian, Florida 32958		
Contact Person:	Debra Krueger	Telephone #:	772-388-8202
Contact Address:	1225 Main Street Sebastian, Florida 32958		
DOJ Grant Manager:	Naydine Fulton-Jones	DOJ Telephone #:	202-514-6661

Policy Statement:

It is the continuing policy of the City of Sebastian of Indian River County, State of Florida, to promote the concepts of equal opportunity for all of its employees and applicants for employment. The City shall continue to recruit, hire, train and promote on merit principles, persons in all job classifications without regard to race, color, religious creed, national origin, ancestry, age, gender, marital status or a disability which does not preclude the performance of the essential functions of the job, with reasonable accomodation(s) provided as necessary. Decisions on employment shall be based on the principles of equal employment opportunity. Promotional decisions shall be in accordance with the principles of the merit system which affords equal opportunity by imposing only valid requirements for promotion. All personnel decisions: such as compensation, benefits, transfers, layoffs, return from layoff, City sponsored training, education and social and recreational programs shall be administered without regard to race, color, religious creed, national origin, ancestry, gender, age, marital status or disability.

Step 4b: Narrative Underutilization Analysis

The City of Sebastian finds that it is significant that the Utilization Analysis Chart: Two or More Standard Deviations indicated there are two standard deviations or more in comparing the underutilization of City employees, cross-classified by race, national origin, and sex, to the relevant labor market. In particular, the City takes note of the following data:

1. White females are significantly under-represented in the job categories of Officials/Administrators, Professionals and Protective Services.

Unfortunately, in the last year we had (2) white female protective services employees resign, which would have reduced the underutilization rating.

Although the Utilization Analysis Chart indicated instances of under-representation of white females in the job categories Officials/Administrators and Professionals, it is difficult to draw any reliable conclusions regarding underutilization, since white females represent 46% of staff in Officials/Administrators and 32% of staff in Professionals.

Step 5 & 6: Objectives and Steps

1. Continue to encourage White females to apply for vacancies in the Professionals and Protective Services: Sworn job category

- a. Our objective is to provide equal employment opportunities for Black and White Females when our organization fills vacancies that become available in all job categories.
- b. The City of Sebastian continues to review the composition of the applicant pool for all vacancies in the Protective Services: Sworn job category. We are currently in the process of hiring (1) white female, and hope to have her start in June 2010. We will continue to monitor this underutilization as vacancies become available.

Step 7a: Internal Dissemination

1. The City will keep one (1) bound copy of the EEOP Short Form on display in the reception area of the Administrative Services Department.
2. The City will post the EEOP Short Form on its website.

Step 7b: External Dissemination

1. The Administrative Services Department will include a written statement in all job announcements with prospective employees to notify them that they may obtain copy of the EEOP Short Form on request.
2. The City will post the EEOP Short Form on its website.

Utilization Analysis Chart
Relevant Labor Market: Indian River 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	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Officials/Administrators														
Workforce #/%	12/63%	0/0%	1/5%	0/0%	0/0%	0/0%	0/0%	6/32%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	3,755/57%	100/2%	65/1%	15/0%	15/0%	0/0%	30/0%	2,335/36%	85/1%	95/1%	40/1%	10/0%	20/0%	0/0%
Utilization #/%	6%	-2%	4%	-0%	-0%	0%	-0%	-4%	-1%	-1%	-1%	-0%	-0%	0%
Professionals														
Workforce #/%	5/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	4/40%	0/0%	1/10%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,795/41%	120/2%	55/1%	0/0%	65/1%	0/0%	10/0%	3,330/49%	95/1%	310/5%	4/0%	55/1%	0/0%	15/0%
Utilization #/%	9%	-2%	-1%	0%	-1%	0%	-0%	-9%	-1%	5%	-0%	-1%	0%	-0%
Technicians														
Workforce #/%	6/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	12/67%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	345/32%	10/1%	4/0%	0/0%	0/0%	0/0%	0/0%	640/59%	29/3%	50/5%	4/0%	0/0%	0/0%	4/0%
Utilization #/%	2%	-1%	-0%	0%	0%	0%	0%	8%	-3%	-5%	-0%	0%	0%	-0%
Protective Services: Sworn														
Workforce #/%	24/89%	1/4%	0/0%	0/0%	0/0%	0/0%	0/0%	2/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	695/72%	20/2%	70/7%	15/2%	0/0%	0/0%	0/0%	115/12%	0/0%	30/3%	10/1%	4/0%	0/0%	0/0%
Utilization #/%	16%	2%	-7%	-2%	0%	0%	0%	-5%	0%	-3%	-1%	-0%	0%	0%
Protective Services: Non-sworn														
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
Civilian Labor Force #/%	30/56%	4/7%	0/0%	0/0%	0/0%	0/0%	0/0%	20/37%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%														
Administrative Support														
Workforce #/%	3/10%	0/0%	1/3%	0/0%	0/0%	0/0%	0/0%	25/83%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,875/25%	190/2%	170/1%	0/0%	45/0%	0/0%	4/0%	7,230/63%	280/2%	610/5%	0/0%	45/0%	0/0%	55/0%
Utilization #/%	-15%	-2%	2%	0%	-0%	0%	-0%	20%	1%	-5%	0%	-0%	0%	-0%
Skilled Craft														
Workforce #/%	14/88%	0/0%	1/6%	0/0%	0/0%	0/0%	0/0%	1/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	4,665/84%	270/5%	265/5%	25/0%	20/0%	0/0%	50/1%	255/5%	14/0%	10/0%	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	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Utilization #/%	4%	-5%	1%	-0%	-0%	0%	-1%	2%	-0%	-0%	0%	0%	0%	0%
Service/Maintenance														
Workforce #/%	28/80%	0/0%	3/9%	0/0%	1/3%	0/0%	0/0%	3/9%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	5,420/38%	1,375/10%	1,160/8%	4/0%	90/1%	0/0%	40/0%	4,525/31%	730/5%	895/6%	20/0%	55/0%	10/0%	75/1%
Utilization #/%	42%	-10%	1%	-0%	2%	0%	-0%	-23%	-5%	-6%	-0%	-0%	-0%	-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	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
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 Short Form.

I have reviewed the foregoing EEOP Short Form and certify the accuracy of the reported workforce data and our organization's employment policies.

Debra Kueger, Administrative Services Director 05/19/10
[signature] [title] [date]