

EEO Utilization Report

Organization Information

Name: YAVAPAI COUNTY SHERIFF'S
OFFICE

City: PRESCOTT

State: AZ

Zip: 86305-1807

Type: County/Municipal Law Enforcement

Section 1: EEO Policy Statement

Policy Statement:

See attached.

Following File has been uploaded:3.05-Equal-Opportunity-Unlawful-Discrimination-and-Harassment.pdf

Section 5: Narrative Interpretation of Data

The Yavapai County Human Resources and Risk Management department reviewed the Utilization Analysis (comparing the County's workforce to the relevant labor market) and noted the following:

Hispanic/Latino males were under-represented in the Administrative Support category.

American Indian/Alaska Native and White females were under-represented in the Protective Services Sworn Patrol Officers category.

In keeping with Yavapai County's commitment to having a workforce that reflects the community it serves, Human Resources, in conjunction with the Sheriff's Office, will examine its recruitment and retention practices to see if there may be ways to attract more Hispanic/Latino males in the Administrative Support category, American Indian/Alaska Native and White females in the Protective Services Sworn Patrol Officers category.

Section 6: Objectives and Steps

1. To encourage Hispanic/Latino males to apply for vacant Administrative Support positions.

- a. Human Resources will review the composition of the applicant pool for all vacancies in the Administrative Support category in the last fiscal year to determine whether Hispanic/Latino males were underrepresented.
- b. Human Resources will review the applicant flow data that is required to be kept under the EEOP regulations for all vacancies in the last fiscal year in the Administrative Support category to determine whether any step in the selection process for these positions may have add a significant impact on screening out Hispanic/Latino males in the Administrative Support category.
- c. Human Resources, in conjunction with the Sheriff's Office, will enhance outreach efforts that target Hispanic/Latino male applicants in the Administrative Support category.

2. To encourage American Indian/Alaska Native and White females to apply for vacant Protective Services Sworn Patrol Officer positions.

- a. Human Resources will review the composition of the applicant pool for all vacancies in the Protective Services Sworn Patrol Officer category in the last fiscal year to determine whether American Indian/Alaska Native and White females were underrepresented.
- b. Human Resources will review the applicant flow data that is required to be kept under the EEOP regulations for all vacancies in the last fiscal year in the Protective Services Sworn Patrol Officer category to determine whether any step in the selection process for these positions may have add a significant impact on screening out American Indian/Alaska Native and White females in the Protective Services Sworn Patrol Officer category.
- c. Human Resources, in conjunction with the Sheriff's Office, will enhance outreach efforts that target American Indian/Alaska Native and White female applicants in the Protective Services Sworn Patrol Officer category.

Section 7: Dissemination Strategy: Internal

Yavapai County Government includes the Equal Opportunity, Unlawful Discrimination and Harassment policy in the Yavapai County Human Resources Policies and Procedures manual, a copy of which is made available to each new employee and is also posted on the County intranet and website.

Yavapai County Government includes articles which cover the availability of the EEOP in the employee newsletter, News and Views.

Yavapai County Government includes the EEOP on the County intranet.

Yavapai County Government periodically updates the County's commitment to the plan with managers, supervisors and employees.

Section 7: Dissemination Strategy: External

Yavapai County Government includes the EEOP on the recruitment website, as well as the following statement:

Yavapai County is an Equal Opportunity Employer committed to applying the principles of State and Federal antidiscrimination laws to give equal opportunity for all persons employed or seeking employment without regard to race, color, religion, sex, age, national origin or disability except in the case of a bona-fide occupational qualification. The County also maintains a workplace free of harassment and intimidation.

Utilization Analysis Chart
Relevant Labor Market: Yavapai County
, Arizona

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 #/%	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%
CLS #/%	4,430/51%	470/5%	15/0%	40/0%	30/0%	0/0%	45/1%	3,210/37%	285/3%	4/0%	30/0%	75/1%	0/0%	10/0%
Utilization #/%	49%	-5%	-0%	-0%	-0%	0%	-1%	-37%	-3%	-0%	-0%	-1%	0%	-0%
Professionals														
Workforce #/%	3/30%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	5/50%	1/10%	0/0%	0/0%	0/0%	0/0%	1/10%
CLS #/%	4,835/36%	530/4%	0/0%	4/0%	200/1%	0/0%	70/1%	6,910/51%	565/4%	90/1%	45/0%	75/1%	0/0%	115/1%
Utilization #/%	-6%	-4%	0%	-0%	-1%	0%	-1%	-1%	6%	-1%	-0%	-1%	0%	9%
Technicians														
Workforce #/%	2/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	4/67%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,250/38%	520/9%	55/1%	45/1%	35/1%	0/0%	15/0%	2,330/39%	545/9%	25/0%	75/1%	0/0%	0/0%	40/1%
Utilization #/%	-5%	-9%	-1%	-1%	-1%	0%	-0%	27%	-9%	-0%	-1%	0%	0%	-1%
Protective Services: Sworn-Officials														
Workforce #/%	43/74%	4/7%	1/2%	0/0%	0/0%	0/0%	0/0%	9/16%	0/0%	0/0%	0/0%	0/0%	0/0%	1/2%
CLS #/%	1,100/69%	175/11%	0/0%	35/2%	4/0%	0/0%	65/4%	140/9%	60/4%	0/0%	4/0%	0/0%	0/0%	0/0%
Utilization #/%	5%	-4%	2%	-2%	-0%	0%	-4%	7%	-4%	0%	-0%	0%	0%	2%
Protective Services: Sworn-Patrol Officers														
Workforce #/%	158/72%	24/11%	1/0%	0/0%	1/0%	0/0%	5/2%	23/11%	5/2%	1/0%	0/0%	0/0%	0/0%	1/0%
Civilian Labor Force #/%	20/22%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	65/73%	0/0%	0/0%	4/4%	0/0%	0/0%	0/0%
Utilization #/%	50%	11%	0%	0%	0%	0%	2%	-63%	2%	0%	-4%	0%	0%	0%
Protective Services: Non-sworn														
Workforce #/%	4/67%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	4,645/25%	665/4%	105/1%	75/0%	55/0%	0/0%	105/1%	11,040/59%	1,425/8%	125/1%	175/1%	60/0%	0/0%	265/1%

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 #/%	42%	-4%	-1%	-0%	-0%	0%	-1%	-26%	-8%	-1%	-1%	-0%	0%	-1%
Administrative Support														
Workforce #/%	15/19%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%	55/68%	8/10%	0/0%	0/0%	1/1%	0/0%	1/1%
CLS #/%	4,980/69%	1,745/24%	4/0%	90/1%	0/0%	4/0%	70/1%	195/3%	150/2%	0/0%	4/0%	0/0%	0/0%	0/0%
Utilization #/%	-50%	-23%	-0%	-1%	0%	-0%	-1%	65%	8%	0%	-0%	1%	0%	1%
Skilled Craft														
Workforce #/%	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN
CLS #/%	9,235/41%	3,225/14%	85/0%	265/1%	100/0%	0/0%	165/1%	7,050/31%	1,940/9%	50/0%	140/1%	100/0%	45/0%	235/1%
Utilization #/%	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN

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								✓			✓			
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
Commander														
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%
Captain														
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%
Lieutenant														
Workforce #/%	10/83%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/17%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Sergeant														
Workforce #/%	28/68%	4/10%	1/2%	0/0%	0/0%	0/0%	0/0%	7/17%	0/0%	0/0%	0/0%	0/0%	0/0%	1/2%
Protective Services: Sworn-Patrol Officers														
Workforce #/%	158/72%	24/11%	1/0%	0/0%	1/0%	0/0%	5/2%	23/11%	5/2%	1/0%	0/0%	0/0%	0/0%	1/0%

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: Wendy Ross

Director of Human Resources and Risk Management07-28-2023

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