

EEO Utilization Report

Organization Information

Name: Lee County Board Of County Commissioners

City: Fort Myers

State: FL

Zip: 33901

Type: County/Municipal Government (not law enforcement)

Step 1: Introductory Information

Policy Statement:

It is the policy of Lee County BoCC to provide equal opportunity in employment to all employees and applicants for employment. No person is to be discriminated against in any and all terms, conditions and privileges of employment as defined by local, state and federal laws, rules or regulations based upon race, sex, religious belief, color, national origin, ancestry, disability, age or any other category of protected persons.

Following File has been uploaded:201 Equal Employment Opportunity.pdf

Step 4b: Narrative of Interpretation

Lee County Human Resources Compliance Specialist reviewed the Utilization Analysis (comparing the Countys workforce with the relevant labor market), and noted the following:

1. Hispanic or Latino males were significantly underutilized in the job category Skilled Craft (-18%)
2. White females were significantly underutilized in the following job categories: Officials/Administrators (-15%), Technicians (-14%) and Service/Maintenance (-9%).
3. Hispanic or Latino females were significantly underutilized in the job category Service/Maintenance (-7%)
4. Black or African American females were significantly underutilized in the job category Technicians (-9%)

When compared to the 2015 EEOP, significant improvement in utilization was noted in the following:

1. Hispanic or Latino males increased by 3% in the Professionals category bringing them 2% above the CLS.
2. Black or African American males increased by 1% bringing them equal to the CLS.
3. Native Hawaiian or other Pacific Islander males increased by 1% in Officials/Administrators and by 2% in Skilled Craft bringing them 1% and 2% above the CLS respectively.
4. White females increased by 2% in the Professionals category and by 7% in the Service/Maintenance category.
5. Hispanic or Latino females increased by 1% in the Professionals category bringing them equal to the CLS and by 1% in the Administrative Support category bringing them 2% above the CLS.
6. Black or African American females increased by 2% in the category of Service/Maintenance.

Based on the improved utilization noted, Lee County Human Resources has formulated Objectives and Steps to continue improvement.

Step 5: Objectives and Steps

1. 1. To encourage increased application for all underutilized categories while maintaining effective utilization where it currently exists, Lee County will increase communication of employment opportunities by:

- a. continuing to attend a diverse array of local job fairs such as the Hispanic Chamber of Commerce Job Fair;
- b. meeting with Career Counselors of local Technical Schools, Colleges and Universities and providing them with a list of County position classifications along with a link to the associated position descriptions and vacancy postings;
- c. utilizing our County Libraries as well as Parks and Recreation facilities located throughout Lee County (the relevant labor market) to provide equal access to information about available positions;
- d. meeting with minority organizations such as the Hispanic Chamber of Commerce, the Lee County NAACP, Southwest Florida Dress for Success, as well as College and University Diversity and Inclusion Councils and providing to them a list of County position classifications along with a link to the associated position descriptions and vacancy postings
- e. Human Resources Talent Acquisition staff will review the applicant pool for positions that have shown significant underutilization for the specific race/gender groups noted above to determine if these groups were under-represented in the applicant pool. Based on the findings of their review, the Talent Acquisition staff will create a recruitment plan for implementation within six months to improve participation by under-represented groups

Step 6: Internal Dissemination

- 1) A copy of this EEOP will be on file in Human Resources.
- 2) A copy of this EEOP will be provided to Lee County's Administration Department.
- 3) A copy of this EEOP will be provided to the Chairman of the Lee County Board of County Commissioners.
- 4) A copy of this EEOP will be posted on the Lee County Intranet.
- 5) A copy of this EEOP will be provided to all Department Directors.

Step 7: External Dissemination

- 1) A copy of this EEOP will be posted on the Lee County public website.
- 2) A link to this EEOP will be placed on the Lee County public Job Vacancies website page.
- 3) A copy of this EEOP will be provided to members of the public upon request.

Requests may be made via phone at 239-533-2245 and via e-mail to oeo@leegov.com.

Utilization Analysis Chart
Relevant Labor Market: Lee 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
Officials/Administrators																
Workforce #/%	60/76%	1/1%	0/0%	0/0%	0/0%	1/1%	0/0%	0/0%	13/16%	2/3%	2/3%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	15,055/54%	1,550/6%	390/1%	35/0%	115/0%	0/0%	124/0%	120/0%	8,885/32%	910/3%	495/2%	40/0%	120/0%	0/0%	65/0%	15/0%
Utilization #/%	22%	-4%	-1%	-0%	-0%	1%	-0%	-0%	-15%	-1%	1%	-0%	-0%	0%	-0%	-0%
Professionals																
Workforce #/%	367/37%	54/5%	19/2%	1/0%	7/1%	0/0%	0/0%	0/0%	443/45%	44/4%	41/4%	2/0%	8/1%	0/0%	2/0%	0/0%
CLS #/%	10,695/33%	785/2%	515/2%	0/0%	500/2%	0/0%	100/0%	45/0%	16,110/50%	1,715/5%	1,175/4%	45/0%	440/1%	0/0%	165/1%	75/0%
Utilization #/%	4%	3%	0%	0%	-1%	0%	-0%	-0%	-5%	-1%	1%	0%	-1%	0%	-0%	-0%
Technicians																
Workforce #/%	239/47%	64/13%	21/4%	1/0%	1/0%	0/0%	3/1%	0/0%	145/29%	25/5%	2/0%	1/0%	0/0%	0/0%	2/0%	0/0%
CLS #/%	1,965/30%	360/5%	175/3%	0/0%	4/0%	0/0%	0/0%	35/1%	2,825/43%	455/7%	585/9%	0/0%	110/2%	0/0%	30/0%	10/0%
Utilization #/%	17%	7%	1%	0%	0%	0%	1%	-1%	-14%	-2%	-9%	0%	-2%	0%	-0%	-0%
Protective Services: Sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	3,740/66%	505/9%	265/5%	0/0%	60/1%	0/0%	130/2%	0/0%	770/14%	60/1%	130/2%	0/0%	15/0%	0/0%	0/0%	0/0%
Utilization #/%																
Protective Services: Non-sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
Civilian Labor Force #/%	235/44%	25/5%	65/12%	0/0%	0/0%	0/0%	0/0%	0/0%	180/34%	24/5%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%																
Administrative Support																
Workforce #/%	19/10%	6/3%	5/2%	0/0%	0/0%	0/0%	0/0%	0/0%	132/66%	24/12%	11/6%	2/1%	1/0%	0/0%	0/0%	0/0%
CLS #/%	21,070/28%	3,295/4%	1,305/2%	80/0%	425/1%	0/0%	70/0%	90/0%	36,675/50%	7,090/10%	3,115/4%	45/0%	330/0%	0/0%	155/0%	235/0%

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 #/%	-19%	-1%	1%	-0%	-1%	0%	-0%	-0%	16%	2%	1%	1%	0%	0%	-0%	-0%
Skilled Craft																
Workforce #/%	303/81%	36/10%	14/4%	8/2%	1/0%	9/2%	1/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	17,970/60%	8,160/27%	1,565/5%	80/0%	100/0%	0/0%	110/0%	170/1%	1,190/4%	405/1%	125/0%	0/0%	20/0%	0/0%	0/0%	0/0%
Utilization #/%	21%	-18%	-1%	2%	-0%	2%	-0%	-1%	-4%	-1%	-0%	0%	-0%	0%	0%	0%
Service/Maintenance																
Workforce #/%	297/49%	83/14%	56/9%	8/1%	2/0%	0/0%	2/0%	0/0%	106/18%	14/2%	31/5%	1/0%	0/0%	0/0%	2/0%	0/0%
CLS #/%	20,145/32%	11,555/18%	2,985/5%	25/0%	630/1%	0/0%	170/0%	270/0%	16,655/26%	5,820/9%	3,790/6%	50/0%	615/1%	15/0%	205/0%	195/0%
Utilization #/%	17%	-5%	5%	1%	-1%	0%	0%	-0%	-9%	-7%	-1%	0%	-1%	-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									✓		✓		✓			
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 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.

<u>Patti Schaeffer</u>	<u>HR Director</u>	<u>09/28/2017</u>
[signature]	[title]	[date]