

EEO Utilization Report

Organization Information

Name: Santa Cruz County Probation Department

City: Santa Cruz

State: CA

Zip: 95060

Type: County/Municipal Law Enforcement

Step 1: Introductory Information

Policy Statement:

As provided by State and Federal laws, the County of Santa Cruz will ensure equal employment opportunity and nondiscrimination in all personnel transactions including, but not limited to, the recruitment, selection, transferring, promotion, retention, discipline, compensation, assignment, benefits, training, evaluation, layoff, and rehire of qualified persons; to be fair and impartial with all of its employees and applicants for employment, whether elected, exempt, or civil service without regard to the status of or perceived status of race, color, creed, religion, national origin, ancestry, disability, medical condition (cancer related and genetic characteristics), marital status, sex, sexual orientation, gender, age (over 18), veteran status, pregnancy or any other non-merit factor; and

The County of Santa Cruz is committed to equal employment opportunity and views equality of opportunity, fair access, equal treatment and the concept of diversity in the workforce as necessary elements of its merit system; these elements shall be integrated, and considered congruent, with its Personnel practices; and

Each employee of the County of Santa Cruz shall take affirmative steps, within his or her job responsibility, to implement this policy and to protect the rights it guarantees.

Step 4b: Narrative of Interpretation

The comparison of the Santa Cruz County Probation Department workforce to Civilian Labor Force statistics from the EEO Reporting Tool indicates one area of underutilization: White, Male Protective Services Sworn Patrol Officers.

A strong contributing factor to underutilization of white males may be due to Santa Cruz County's large Hispanic or Latino population which is reflected in the percentages of this population under probation supervision, currently 47% for adults and 72% for juveniles. In order to effectively provide services and meet the needs of Probation clients and their families, many of whom are monolingual Spanish speaking, a bilingual, bicultural workforce is necessary.

Santa Cruz County Probation Department has seen positive results in underutilization percentages when compared to its previous report. Specifically, white female sworn officers are no longer identified as underutilized, and white male sworn officers are now -15% vs. -28%. While we are encouraged to see the improvement, the cause appears to have been primarily due to changes in the Civilian Labor Force as turnover in this department has been minimal.

Santa Cruz County Probation Department will continue to adhere to the established EEO policies and practices and be mindful of the need to address the underutilization in this specific job category when recruiting/filling future openings.

Step 5: Objectives and Steps

1. Encourage white males to apply for vacancies in the protective services sworn job category

- a. The Equal Employment Opportunity Officer will continue to review the County's application process and recruitment, selection, promotion, and career development efforts and strategies and work with the Probation Department in identifying and addressing areas that may contribute to the identified underutilization.
- b. The Probation Department will work with the Personnel Department in providing targeted community outreach activities, including attending local job fairs and career days at local schools and disseminating information regarding available job opportunities to community and professional organizations to ensure that the Department's workforce accurately reflects the diversity of the surrounding communities it services.
- c. The Probation Department will collaborate with the Personnel Department to work with local colleges, universities, and vocational training institutions, such as the University of California-Santa Cruz, California State University-Monterey Bay, Cabrillo Community College, and San Jose State University, to establish relationships and develop a recruiting pool of potential applicants.
- d. The Probation Department will strive to promote cultural awareness and positive, effective interactions with diverse community populations through maintaining bilingual employees in positions requiring interaction with members of the public, encouraging employees to complete EEO and cultural competence courses available through the County's Santa Cruz County Learns (SCCL) online training and professional development program, evaluating the language needs of the Departments clientele and ascertaining other cultural competence related issues through customer feedback surveys, and providing bilingual (English/Spanish) informational materials and communications, as needed, to promote efficiency and efficacy in the delivery of customer services.

Step 6: Internal Dissemination

1. Provide a hard copy of the EEOP Utilization Report to department managers;
2. Distribute an electronic copy of the EEOP Utilization Report to all supervisory employees;
3. Send an e-mail to all employees advising them that the EEOP Utilization Report is available upon request and how to obtain a copy;
4. Include a bound copy of the EEOP Utilization Report among materials displayed in the lobby of the Santa Cruz County Personnel Office; and
5. Post notices in breakrooms, lobbies, and other areas frequented by staff about how to obtain a copy.

Step 7: External Dissemination

1. Post a copy of the EEOP Utilization Report on the Santa Cruz County Probation Department public website;
2. Distribute bound copies of the EEOP Utilization Report to local public libraries for display in their reading rooms;
3. Include on all job announcements for Santa Cruz County Probation Department positions that applicants may review a copy of the Probation Department's EEOP Utilization Report upon request;
4. Place notices in lobbies and other areas frequented by visitors to the Probation Department that the EEOP Utilization Report is available for review upon request; and
5. When probation staff attend job fairs or go on specific recruitment trips, the EEOP Utilization Report will be available for the public to view.

Utilization Analysis Chart
Relevant Labor Market: Santa Cruz County, California

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 #/%	0/0%	3/43%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/14%	1/14%	2/29%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	5,930/44%	1,000/7%	120/1%	15/0%	640/5%	0/0%	89/1%	25/0%	4,410/33%	820/6%	55/0%	10/0%	350/3%	25/0%	45/0%	35/0%
Utilization #/%	-44%	35%	-1%	-0%	-5%	0%	-1%	-0%	-18%	8%	28%	-0%	-3%	-0%	-0%	-0%
Professionals																
Workforce #/%	4/33%	1/8%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	5/42%	2/17%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	7,640/34%	1,120/5%	90/0%	35/0%	760/3%	0/0%	185/1%	55/0%	9,500/42%	1,775/8%	205/1%	4/0%	940/4%	0/0%	125/1%	55/0%
Utilization #/%	-1%	3%	-0%	-0%	-3%	0%	-1%	-0%	-1%	9%	-1%	-0%	-4%	0%	-1%	-0%
Technicians																
Workforce #/%	1/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	940/37%	335/13%	0/0%	0/0%	25/1%	0/0%	20/1%	0/0%	815/32%	295/12%	35/1%	0/0%	45/2%	0/0%	10/0%	20/1%
Utilization #/%	13%	-13%	0%	0%	-1%	0%	-1%	0%	18%	-12%	-1%	0%	-2%	0%	-0%	-1%
Protective Services: Sworn-Officials																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	885/49%	390/22%	15/1%	15/1%	120/7%	30/2%	75/4%	10/1%	185/10%	40/2%	0/0%	0/0%	10/1%	0/0%	15/1%	0/0%
Utilization #/%																
Protective Services: Sworn-Patrol Officers																
Workforce #/%	7/9%	28/35%	3/4%	1/1%	2/2%	0/0%	0/0%	0/0%	15/19%	22/28%	0/0%	2/2%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	1,950/23%	2,825/34%	0/0%	0/0%	90/1%	0/0%	150/2%	30/0%	1,250/15%	1,835/22%	20/0%	25/0%	89/1%	0/0%	49/1%	45/1%
Utilization #/%	-15%	1%	4%	1%	1%	0%	-2%	-0%	4%	6%	-0%	2%	-1%	0%	-1%	-1%
Protective Services: Non-sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	75/45%	10/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	80/48%	0/0%	0/0%	0/0%	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	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 #/%																
Administrative Support																
Workforce #/%	1/8%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	6/50%	4/33%	0/0%	0/0%	1/8%	0/0%	0/0%	0/0%
CLS #/%	6,205/24%	2,275/9%	255/1%	10/0%	555/2%	10/0%	190/1%	70/0%	10,350/39%	4,880/19%	85/0%	680/3%	75/0%	275/1%	110/0%	110/0%
Utilization #/%	-15%	-9%	-1%	-0%	-2%	-0%	-1%	-0%	11%	15%	-0%	6%	-0%	-1%	-0%	-0%
Skilled Craft																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	4,430/52%	3,265/38%	30/0%	25/0%	110/1%	40/0%	50/1%	55/1%	270/3%	145/2%	35/0%	0/0%	0/0%	0/0%	4/0%	4/0%
Utilization #/%																
Service/Maintenance																
Workforce #/%	1/25%	3/75%	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 #/%	6,455/19%	11,950/35%	195/1%	30/0%	485/1%	0/0%	315/1%	75/0%	6,250/18%	7,650/22%	20/0%	810/2%	4/0%	155/0%	105/0%	105/0%
Utilization #/%	6%	40%	-1%	-0%	-1%	0%	-1%	-0%	-18%	-22%	-0%	-2%	-0%	-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
Protective Services: Sworn-Patrol Officers	✓															

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
Protective Services: Sworn-Patrol Officers																
Workforce #/%	7/9%	28/35%	3/4%	1/2%	2/2%	0/0%	0/0%	0/0%	15/19%	22/28%	0/0%	2/2%	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.

Certified As Final By: Robert Doty

Juvenile Division Director

12-28-2021

[signature]

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