

EEO Utilization Report

Organization Information

Name: Bannock County

City: Pocatello

State: ID

Zip: 83201

Type: County/Municipal Court

Step 1: Introductory Information

Policy Statement:

Bannock County Personnel Policy Section I.B states:

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

All selection of Bannock County employees and all employment decisions, including classification, transfer, discipline, and discharge, will be made without regard to race, religion, sex, age, national origin, non-job-related disability or any and all other protected classes recognized by law. No job or class of jobs will be closed to any individual except where a mental or physical attribute, sex, or age is a bona fide occupational qualification. All objections to hiring or other employment practices shall be brought to the attention of the office/department of the elected official or office/department head, or supervisor, or in the case of objection to actions undertaken by that person, to County civil legal counsel and human resources.

Step 4b: Narrative of Interpretation

Bannock County understands that the utilization analysis chart identifies notable underrepresentation of employees who are white females in the technical job category, Hispanic or Latino males and females in the protective services sworn officer category, and white males in administrative support positions.

The County understands that white females are underutilized in technical positions based on this chart. The technical job classification includes many positions that the county doesn't have that are likely to be more attractive for females such as dental assisting. At the County, Heavy equipment operators make up a majority of the positions in this category. The most recent equipment operator competitive recruitment produced 9 successful candidates, 1 female and 8 males. This ratio of applicants is typical for equipment operator positions at the county. It appears there is little interest from females compared to males for these positions.

Step 5: Objectives and Steps

1. Encourage white females to apply for vacancies in the Technical job Category

- a. The Human Resources Department shall strengthen written guidance and provide regular training on candidate screening and selection practices that avoid illegal discrimination.
- b. The Human Resources Department shall expand recruitment advertising to attract larger and more diverse pools of applicants.
- c. The Human Resources Department shall use technology to make applying for positions easier at Bannock County. All vacancy announcements shall contain the statement, Bannock County is an equal opportunity employer.

2. Encourage Hispanic or Latino males and females to apply for vacancies in the Sworn Officer positions.

- a. Department leadership and Human Resources shall discuss and develop plans for reaching out to the Hispanic or Latino potential workers specifically. The Human Resources Department shall expand recruitment advertising to attract larger and more diverse pools of applicants in general.
- b. The Human Resources Department shall use technology to make applying for positions easier at Bannock County. All vacancy announcements shall contain the statement, Bannock County is an equal opportunity employer.
- c. The Human Resources Department shall strengthen written guidance and provide regular training on candidate screening and selection practices that avoid illegal discrimination.

3. Encourage white males to apply for vacancies in the Administrative Support Job Category.

- a. The Human Resources Department shall use technology to make applying for positions easier at Bannock County. All vacancy announcements that contain the statement, Bannock County is an equal opportunity employer.
- b. The Human Resources Department shall strengthen written guidance and provide regular training on candidate screening and selection practices that avoid illegal discrimination.
- c. The Human Resources Department shall expand recruitment advertising to attract larger and more diverse pools of applicants.

Step 6: Internal Dissemination

Bannock County shall:

1. Post the EEOP on the County intranet on the Human Resources page.
2. Send copies of the EEOP to elected officials and department heads through e-mail.
3. Discuss the EEOP during a round-table meeting coordinated by Human Resources for department heads and individuals who support recruitment processes.

Step 7: External Dissemination

Bannock County shall:

1. Post the EEOP report on a public bulletin board at the County Courthouse.
2. Post the EEOP report on the Human Resources webpage.

3. Paper copies of the EEOP shall be available at the Human Resources office upon request.

Utilization Analysis Chart
Relevant Labor Market: Idaho

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 #/%	20/56%	0/0%	0/0%	1/3%	0/0%	1/3%	0/0%	1/3%	13/36%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	48,320/60%	1,825/2%	120/0%	180/0%	460/1%	20/0%	405/1%	135/0%	26,985/33%	1,390/2%	80/0%	275/0%	130/0%	4/0%	455/1%	20/0%
Utilization #/%	-4%	-2%	-0%	3%	-1%	3%	-1%	3%	3%	-2%	-0%	-0%	-0%	-0%	-1%	-0%
Professionals																
Workforce #/%	22/43%	0/0%	0/0%	2/4%	0/0%	0/0%	0/0%	0/0%	23/45%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	4/8%
CLS #/%	47,910/43%	1,910/2%	190/0%	225/0%	1,560/1%	65/0%	505/0%	220/0%	55,305/49%	2,255/2%	90/0%	505/0%	935/1%	65/0%	555/0%	150/0%
Utilization #/%	1%	-2%	-0%	4%	-1%	-0%	-0%	-0%	-4%	-2%	-0%	-0%	-1%	-0%	-0%	8%
Technicians																
Workforce #/%	33/69%	0/0%	0/0%	0/0%	0/0%	1/2%	1/2%	1/2%	11/23%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/2%
CLS #/%	8,050/42%	285/1%	40/0%	55/0%	225/1%	0/0%	149/1%	10/0%	9,220/48%	515/3%	10/0%	155/1%	225/1%	15/0%	80/0%	95/0%
Utilization #/%	27%	-1%	-0%	-0%	-1%	2%	1%	2%	-25%	-3%	-0%	-1%	-1%	-0%	-0%	2%
Protective Services: Sworn-Officials																
Workforce #/%	34/89%	0/0%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	3/8%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	8,190/76%	450/4%	40/0%	170/2%	60/1%	0/0%	105/1%	10/0%	1,555/14%	90/1%	35/0%	65/1%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	13%	-4%	2%	-2%	-1%	0%	-1%	-0%	-7%	-1%	-0%	-1%	0%	0%	0%	0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	60/58%	0/0%	1/1%	0/0%	0/0%	0/0%	0/0%	8/8%	28/27%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	6/6%
Civilian Labor Force #/%	34,510/49%	6,210/9%	265/0%	525/1%	275/0%	95/0%	730/1%	105/0%	22,465/32%	4,120/6%	220/0%	385/1%	285/0%	0/0%	350/0%	265/0%
Utilization #/%	10%	-9%	1%	-1%	-0%	-0%	-1%	8%	-5%	-6%	-0%	-1%	-0%	0%	-0%	5%
Protective Services: Non-sworn																

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 #/%	2/20%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	7/70%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/10%
CLS #/%	455/33%	15/1%	0/0%	10/1%	0/0%	0/0%	45/3%	0/0%	730/54%	80/6%	15/1%	10/1%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-13%	-1%	0%	-1%	0%	0%	-3%	0%	16%	-6%	-1%	-1%	0%	0%	0%	10%
Administrative Support																
Workforce #/%	8/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/1%	112/87%	0/0%	0/0%	3/2%	0/0%	1/1%	0/0%	4/3%
CLS #/%	54,390/31%	4,215/2%	395/0%	310/0%	350/0%	175/0%	625/0%	85/0%	103,570/59%	7,275/4%	430/0%	1,240/1%	885/1%	270/0%	1,240/1%	330/0%
Utilization #/%	-25%	-2%	-0%	-0%	-0%	-0%	-0%	1%	28%	-4%	-0%	2%	-1%	1%	-1%	3%
Skilled Craft																
Workforce #/%	8/100%	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 #/%	56,625/82%	6,800/10%	440/1%	480/1%	290/0%	320/0%	680/1%	90/0%	2,945/4%	450/1%	105/0%	75/0%	80/0%	0/0%	40/0%	0/0%
Utilization #/%	18%	-10%	-1%	-1%	-0%	-0%	-1%	-0%	-4%	-1%	-0%	-0%	-0%	0%	-0%	0%
Service/Maintenance																
Workforce #/%	14/67%	0/0%	1/5%	1/5%	0/0%	1/5%	0/0%	2/10%	2/10%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	85,065/43%	22,040/11%	715/0%	1,230/1%	1,060/1%	140/0%	1,455/1%	335/0%	67,395/34%	12,505/6%	330/0%	790/0%	1,560/1%	80/0%	1,060/1%	180/0%
Utilization #/%	23%	-11%	4%	4%	-1%	5%	-1%	9%	-25%	-6%	-0%	-0%	-1%	-0%	-1%	-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
Technicians									✓							
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
Captain																
Workforce #/%	3/75%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/25%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Director																
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%
Lieutenant																
Workforce #/%	4/100%	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%
Sergeant																
Workforce #/%	9/82%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/18%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Corporal																
Workforce #/%	16/94%	0/0%	1/6%	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%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	60/58%	0/0%	1/1%	0/0%	0/0%	0/0%	0/0%	8/8%	28/27%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	6/6%

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: Ryan Belnap

Human Resources Director

09-21-2021

[signature]

[title]

[date]