

EEO Utilization Report

Organization Information

Name: City Of Rochester

City: Rochester

State: MN

Zip: 55904

Type: County/Municipal Law Enforcement

Step 1: Introductory Information

Policy Statement:

Policy Statement:

This is to affirm The City of Rochester Police Departments policy of providing Equal Employment Opportunity to all employees and applicants for employment in accordance with all applicable Equal Employment Opportunity laws, directives and regulations of Federal, State and Local governing bodies or agencies thereof.

The Rochester Police Department will not discriminate against or harass any employee or applicant for employment because of race, color, creed, religion, national origin, sexual or affectional orientation, disability, ancestry, age, gender, familial status, status with regard to public assistance, veteran status, disability, marital status, or local human rights commission activity.

Steps will be taken to ensure that employment practices are free of discrimination. Such employment practices include, but are not limited to, the following: hiring, upgrading, promotion, demotion, transfer, recruitment or recruitment advertising, selection, layoff, recall from layoff, disciplinary action, termination, rates of pay or other forms of compensation selection for training, internships, apprenticeships, and other terms and conditions of employment.

The department will evaluate the performance of its management and supervisory personnel on the basis of their involvement in achieving these objectives as well as other established criteria. Employees of the Rochester Police Department are expected to perform their job responsibilities in a manner that supports Equal Employment Opportunity for all.

The City has designated the Director of Human Resources to monitor all Equal Employment Opportunity activities. If any employee or applicant for employment believes he or she has been treated in a way that violates this policy, they should contact the Human Resource Director at (507) 328-2555. Responsible parties will investigate allegations of discrimination or harassment as confidentially and promptly as possible.

Step 4b: Narrative of Interpretation

A comparison of the City of Rochester Police Department workforce to the community labor statistics for the Olmsted County area was conducted by the City's Human Resource Department and the Rochester Police Department. The Department and Human Resources reviewed the Utilization Analysis and made several observations.

The data indicates that several protected groups are underutilized, particularly, in the area of sworn officer protective services. White and Asian females were under-represented with two or more standard deviations in the job category of sworn officer protective services. In order for the Department's demographics to more closely resemble the community we serve, the Department is working closely with Human Resources to proactively attract protected class candidates.

In addition to conducting outreach and advertising our job vacancies in a wide variety of publications, the department initiated a cadet program which is designed to attract qualified individuals from all populations, including protected classes, to work at the police department with the hopes that it will lead to a career as a police officer with the Rochester Police Department. The City's Human Resources Department hired a recruiter to enhance its overall ability to attract protected class candidates to work for the City. Additionally, in 2019 the Police Department initiated a New Americans Citizen Police Academy to familiarize and build connections with all members of our community.

When qualified protected class candidates apply for jobs at the City of Rochester Police Department and they meet the minimum qualifications for the position, every reasonable effort will be made to ensure the applicant has an opportunity to test and receive an interview.

The department will work closely with Human Resources to regularly review its hiring and employment practices.

Step 5: Objectives and Steps

1. Build an organizational workplace culture which values diversity and inclusion

- a. The Department will offer opportunities for employees to enhance their cultural competence
- b. Department supervisors will not tolerate illegal discrimination and harassment in the workplace
- c. The department will work with Human Resources to establish training opportunities for employees on the value of diversity and inclusion in the workforce

2. Recruit and Retain a workforce that reflects the community we serve

- a. Enhance community connections by conducting opportunities for community members to interact with police department staff in a non-enforcement capacity
- b. Collaborate with Human Resources to develop methods for recruiting and retaining employees from all protected groups
- c. Participate in job fairs and community events to establish connections with prospective applicants
- d. Continue and enhance relationships with colleges and universities
- e. Increase community awareness and understanding of city employment opportunities

3. Promotion and Career Advancement

- a. The Department will provide equal opportunities for training for employees of the police department in an effort to ensure that promotions and career advancement opportunities are fair, impartial, and free from unlawful bias

4. Community Outreach

- a. The Department will work with the community and Human Resources to identify barriers in the hiring, retention, and promotion of protected groups
- b. The Department will increase its outreach to community-based organizations

Step 6: Internal Dissemination

The following are ways we plan to disseminate our EEO Utilization Report internally:

- 1) The EEOP Short Form will be placed on the department's bulletin board in the employee break room.
- 2) The EEOP Short Form will be available to all employees on a shared computer folder.
- 3) The EEOP Short Form will be available to all employees upon request.
- 4) An e-mail will be sent to all police department employees advising them of the location of the EEOP short form.

Step 7: External Dissemination

The following are ways we plan to disseminate our EEO Utilization Report externally:

- 1) The department will work with Human Resources to notify applicants for employment that it is an Equal Opportunity Employer. It will post a copy of the report on the City's public job opening website when police department jobs are posted.
- 2) Copies of the EEOP Short Form will be made available upon request and available for viewing in the Office of Human Resources.

Utilization Analysis Chart
Relevant Labor Market: Olmsted County, Minnesota

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/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	4,715/56 %	110/1%	10/0%	10/0%	150/2%	0/0%	10/0%	0/0%	3,355/40 %	35/0%	10/0%	4/0%	30/0%	0/0%	10/0%	10/0%
Utilization #/%																
Professionals																
Workforce #/%	2/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	9,275/37 %	200/1%	245/1%	0/0%	875/3%	0/0%	15/0%	30/0%	13,430/53 %	185/1%	175/1%	0/0%	770/3%	0/0%	50/0%	0/0%
Utilization #/%	13%	-1%	-1%	0%	-3%	0%	-0%	-0%	-3%	-1%	-1%	0%	-3%	0%	-0%	0%
Technicians																
Workforce #/%	11/37%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	18/60%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,595/38 %	30/0%	25/0%	0/0%	135/2%	0/0%	0/0%	30/0%	3,650/54 %	40/1%	40/1%	0/0%	185/3%	0/0%	25/0%	15/0%
Utilization #/%	-2%	3%	-0%	0%	-2%	0%	0%	-0%	6%	-1%	-1%	0%	-3%	0%	-0%	-0%
Protective Services: Sworn-Officials																
Workforce #/%	35/90%	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 #/%	645/73%	75/9%	25/3%	0/0%	0/0%	0/0%	0/0%	0/0%	110/12%	10/1%	0/0%	0/0%	0/0%	0/0%	15/2%	0/0%
Utilization #/%	16%	-9%	-0%	0%	0%	0%	0%	0%	-5%	-1%	0%	0%	0%	0%	-2%	0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	76/76%	6/6%	3/3%	2/2%	2/2%	0/0%	1/1%	0/0%	10/10%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	3,985/43 %	125/1%	95/1%	40/0%	155/2%	0/0%	25/0%	10/0%	4,115/44 %	19/0%	225/2%	15/0%	375/4%	0/0%	80/1%	24/0%
Utilization #/%	33%	5%	2%	2%	0%	0%	1%	-0%	-34%	-0%	-2%	-0%	-4%	0%	-1%	-0%
Protective Services: Non-sworn																
Workforce #/%	8/50%	0/0%	0/0%	0/0%	1/6%	0/0%	0/0%	0/0%	5/31%	1/6%	0/0%	0/0%	1/6%	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
CLS #/%	80/55%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	65/45%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-5%	0%	0%	0%	6%	0%	0%	0%	-14%	6%	0%	0%	6%	0%	0%	0%
Administrative Support																
Workforce #/%	1/7%	0/0%	1/7%	0/0%	0/0%	0/0%	0/0%	0/0%	11/79%	1/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	6,045/28%	115/1%	180/1%	10/0%	245/1%	0/0%	10/0%	14,035/66%	130/1%	125/1%	4/0%	365/2%	0/0%	0/0%	29/0%	15/0%
Utilization #/%	-21%	-1%	6%	-0%	-1%	0%	-0%	13%	7%	-1%	-0%	-2%	0%	-0%	-0%	-0%
Skilled Craft																
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%
CLS #/%	5,495/88%	350/6%	70/1%	0/0%	75/1%	0/0%	0/0%	220/4%	10/0%	15/0%	0/0%	0/0%	0/0%	15/0%	0/0%	0/0%
Utilization #/%	12%	-6%	-1%	0%	-1%	0%	0%	-4%	-0%	-0%	0%	0%	0%	-0%	0%	0%
Service/Maintenance																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	9,505/45%	750/4%	470/2%	50/0%	465/2%	0/0%	20/0%	8,225/39%	580/3%	310/1%	10/0%	680/3%	10/0%	10/0%	35/0%	15/0%
Utilization #/%																

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
Police Chief																
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%	0/0%	0/0%
Captain																
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%
Lieutenant																
Workforce #/%	8/89%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/11%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Sergeant																
Workforce #/%	22/88%	0/0%	1/4%	0/0%	0/0%	0/0%	0/0%	2/8%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	76/76%	6/6%	3/3%	2/2%	2/2%	0/0%	1/1%	0/0%	10/10%	0/0%	0/0%	0/0%	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.



2-27-2020

[signature]

[title]

[date]