

MEMORANDUM

To: Douglas J. Hewett, City Manager
From: Sherman Clipp, Human Resource Development Director
Date: August 29, 2024
Re: EEO Plan Update for 2024 – 2025

Attached for your review is the 2024 – 2025 EEO Plan for the City which includes workforce analysis statistics. A workforce analysis is a key tool in measuring progress toward our objective of a workforce that accurately reflects our community.

The analysis provides a snapshot of minority and gender representation in various EEOC job categories in the City workforce. The underutilization analysis indicates the following trends in our workforce:

- The race/ethnicity-based representation currently sits at 43.3%, a further 1.3% improvement over last year, and continues to show improvement over the previous two years (2023 = 42.0%, 2022 = 41.4%).
- There continues to be a higher gender-based underrepresentation than race/ethnicity-based underrepresentation with little change from recent years. Our current workforce consists of approximately 31.2% females and 68.8% males (2023 = 31.3%, 2022 = 30.2%).
- Underrepresentation for females includes 5 of the 8 EEO categories including Technicians (-51.5%), Professionals (-43.0%), Officials and Administrators (-11.1%), Protective Services (-2.5%) and Skilled Craft (-1.3%).
- The biggest improvements in underrepresented categories from 2023 to 2024, were for white female Officials and Administrators (-4.7% to -0.9%), Hispanic female Paraprofessionals (-3.1% to 0.5%), two or more races female Technicians (-3.0% to 0.0%), black female Officials and Administrators (-8.2% to -6.7%), and Hispanic male Office and Clerical (-1.8% to -0.7%). Many other underutilized categories also saw incremental improvements, but those changes were less than 0.8%.
- Hispanic female Office and Clerical (1.1% to -1.7%), American Indian/Alaskan Native male Paraprofessionals (1.1% to -0.1%) and Hispanic male Paraprofessionals (-4.9% to -6.2%) showed the most decline in underutilization, however the decline percentages in most underutilized categories in 2024 have been less than previous years.

The EEO Plan outlines our objective to use merit as the basis for hiring decisions while making efforts towards reflecting the community we serve. Our continued challenge is to continue to explore opportunities to recruit and select qualified individuals that will positively impact under-represented categories.