

EEOP Utilization Report



April 2015

Policy Statement:

The policy of Cheshire County is to provide a work environment that is free from discrimination, including harassment, based on race, color, national origin, religion, sex, age, or disability. It is the county's policy to administer all conditions and privileges of employment including recruitment, examination, transfer, appointment, training, promotion, compensation or the administration of employee benefits without discrimination. The prohibition against employment discrimination and harassment may extend to conduct that employees are subjected to from vendors, contractors, customers, or others who enter the workplace. The County is committed to complying with all applicable federal, state, and local civil rights laws that pertain to employment.

If you believe the County of Cheshire has discriminated against you in its employment practices, you may file a brief written narrative describing the complaint with the County's human resources manager, the county administrator, or the Board of Commissioners. The respective individual(s) must respond to the complaint in writing within one week. Should this process not result in a satisfactory resolution, or if the complainant prefers for any reason, a formal complaint may be filed with the Federal Office of Civil Rights at 810 7th Street, NW, Washington, DC 20531 or askojp@ncjrs.gov. Visit www.ojp.gov for instructions and more information.

The human resources manager is the designated Equal Employment Opportunity Officer for Cheshire County as it relates to employment. The human resources manager is responsible for implementing and maintaining adherence to the Equal Employment Opportunity program including tracking statistical data, promoting the County as an equal opportunity employer, and receiving and resolving complaints.

Narrative Underutilization Analysis:

In general, statistics show no evidence of gender discrimination as there are nearly twice as many men as women; management is fairly balance. Additionally, statistics show no evidence of racial discrimination as the workforce has about 3.6% minorities to the census about 3%.

Particular job categories that have notable under-representation of employees of a particular race and sex include white males in the professionals, administrative support, and service/maintenance categories. These high percentages of under-representation are insignificant because they do not include individuals of a protected class.

White females are underrepresented in the protective services sworn-patrol officers category; however, in comparison to the entire workforce in which women are very well represented, the County does not consider this under-representation to be significant.

Internal Dissemination:

Distribute an electronic copy of the EEOP Utilization Report to all department and office heads by email with instructions that they share the report with their department. Additionally, Maplewood Nursing Home, the House of Corrections, and the main County offices will post a hardcopy report on their employee notice bulletin boards.

External Dissemination:

Post a copy of the EEOP Utilization Report on the County's website.

Utilization Analysis Chart
Relevant Labor Market: Cheshire County, New Hampshire

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 #/%	6/80%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	4/40%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,345/59%	10/0%	4/0%	0/0%	100/2%	0/0%	0/0%	0/0%	1,505/37%	30/1%	0/0%	0/0%	0/0%	0/0%	14/0%	0/0%
Utilization #/%	1%	-0%	-0%	0%	-2%	0%	0%	0%	3%	-1%	0%	0%	0%	0%	-0%	0%
Professionals																
Workforce #/%	8/16%	0/0%	0/0%	1/3%	0/0%	0/0%	0/0%	0/0%	31/82%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,260/36%	35/1%	15/0%	0/0%	55/1%	0/0%	0/0%	15/0%	3,645/58%	85/1%	0/0%	35/1%	76/1%	0/0%	55/1%	0/0%
Utilization #/%	-20%	-1%	-0%	3%	-1%	0%	0%	-0%	23%	-1%	0%	-1%	-1%	0%	-1%	0%
Technicians																
Workforce #/%	3/13%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	20/87%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	350/35%	0/0%	0/0%	0/0%	0/0%	0/0%	4/0%	0/0%	630/64%	0/0%	0/0%	0/0%	0/0%	0/0%	4/0%	0/0%
Utilization #/%	-22%	0%	0%	0%	0%	0%	-0%	0%	23%	0%	0%	0%	0%	0%	-0%	0%
Protective Services: Sworn-Officials																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	400/87%								60/13%							
Utilization #/%																
Protective Services: Sworn-Patrol Officers																
Workforce #/%	58/81%	0/0%	1/1%	1/1%	0/0%	0/0%	0/0%	0/0%	11/16%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	2,090/57%	15/0%	35/1%	0/0%	0/0%	0/0%	0/0%	0/0%	1,415/39%	45/1%	10/0%	0/0%	0/0%	0/0%	34/1%	0/0%
Utilization #/%	24%	-0%	0%	1%	0%	0%	0%	0%	-23%	-1%	-0%	0%	0%	0%	-1%	0%
Protective Services: Non-Sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	35/37%	0/0%	0/0%	4/4%	0/0%	0/0%	15/18%	0/0%	40/43%	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 #/%	7/16%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	35/81%	0/0%	0/0%	0/0%	1/2%	0/0%	0/0%	0/0%
CLS #/%	3,125/32%	25/0%	25/0%	10/0%	15/0%	0/0%	10/0%	4/0%	6,475/65%	50/1%	25/0%	20/0%	35/0%	0/0%	55/1%	20/0%
Utilization #/%	-15%	-0%	-0%	-0%	-0%	0%	-0%	-0%	16%	-1%	-0%	-0%	2%	0%	-1%	-0%
Skilled Craft																
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%
CLS #/%	3,035/93%	4/0%	0/0%	4/0%	15/0%	0/0%	30/1%	4/0%	155/5%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	7%	-0%	0%	-0%	-0%	0%	-1%	-0%	-5%	0%	0%	0%	0%	0%	0%	0%
Service/Maintenance																
Workforce #/%	24/16%	0/0%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%	116/78%	3/2%	0/0%	2/1%	2/1%	0/0%	0/0%	0/0%
CLS #/%	5,890/53%	200/2%	25/0%	10/0%	55/0%	0/0%	14/0%	15/0%	4,770/42%	80/1%	0/0%	0/0%	85/1%	0/0%	55/0%	25/0%
Utilization #/%	-37%	-2%	0%	-0%	-0%	0%	-0%	-0%	36%	1%	0%	1%	1%	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 EEOP Utilization Report.

I have reviewed the foregoing EEOP Utilization Report and certify the accuracy of the reported workforce data and our organization's employment policies.

 [signature] Chen Baddammasomas [title] 4/8/15 [date]