

# EEOP Utilization Report



Tue May 20 10:09:47 EDT 2014

## Step 1: Introductory Information

**Grant Title:** Anti-Drug Abuse Enforcement Team Program - Jurisdictions United for Drug Gang Enforcement (JUDGE) **Grant Number:** BSCC 633-13

**Grantee Name:** San Diego County District Attorney's Office **Award Amount:** \$689,373.00

**Grantee Type:** Local Government Agency

**Address:** 330 West Broadway, Suite 1300  
San Diego, California  
92101

**Contact Person:** Luis Mallett **Telephone #:** 619-685-6249

**Contact Address:** 330 West Broadway, Suite 1300  
San Diego, California  
92101

**State Granting Agency:** Board of State and Community Corrections **Grant Number:** BSCC 633-13

**Contact Name:** Aaron Wayne

**Contact Address:** 600 Bercut Drive  
Sacramento, California  
95811

**Telephone #:** 916-845-8133

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**Grant Title:** Underserved Victim Advocacy and Outreach Program **Grant Number:** UV13040370

**Grantee Name:** San Diego County District Attorney's Office **Award Amount:** \$156,250.00

**Grantee Type:** Local Government Agency

**Address:** 330 West Broadway, Suite 1300  
San Diego, California  
92101

**Contact Person:** Luis Mallett **Telephone #:** 619-685-6249

**Contact Address:** 330 West Broadway, Suite 1300  
San Diego, California  
92101

**State Granting Agency:** Office of Emergency Services **Grant Number:** UV13040370

**Contact Name:** Ed Giacomelli

**Contact Address:** 3650 Schriever Ave  
Mather, California, California

95655

**Telephone #:** 916-845-8264

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**Grant Title:** Grants to Encourage Arrest (North County Family Justice Center) **Grant Number:** 2011-WE-AX-0012

**Grantee Name:** San Diego County District Attorney's Office **Award Amount:** \$332,391.00

**Grantee Type:** Local Government Agency

**Address:** 330 West Broadway, Suite 1300  
San Diego, California  
92101

**Contact Person:** Luis Mallett **Telephone #:** 619-685-6249

**Contact Address:** 330 West Broadway, Suite 1300  
San Diego, California  
92101

**DOJ Grant Manager:** Sue Pugliese **DOJ Telephone #:** 202-305-1660

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**Grant Title:** Victim/ Witness Assistance **Grant Number:** VW13320370

**Grantee Name:** San Diego County District Attorney's Office **Award Amount:** \$1,348,173.00

**Grantee Type:** Local Government Agency

**Address:** 330 West Broadway, Suite 1300  
San Diego, California  
92101

**Contact Person:** Luis Mallett **Telephone #:** 619-685-6249

**Contact Address:** 330 West Broadway, Suite 1300  
San Diego, California  
92101

**State Granting Agency:** Office of Emergency Services **Grant Number:** VW13320370

**Contact Name:** Ed Giacomelli

**Contact Address:** 3650 Schriever Ave  
Mather, California, California  
95655

**Telephone #:** 916-845-8264

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**Grant Title:** Citizen's Option for Public Safety (COPS) **Grant Number:** N/A

**Grantee Name:** San Diego County District Attorney's Office  
**Award Amount:** \$680,000.00  
**Grantee Type:** Local Government Agency  
**Address:** 330 West Broadway, Suite 1300  
San Diego, California  
92101  
**Contact Person:** Luis Mallett  
**Telephone #:** 619-531-3082  
**Contact Address:** 330 West Broadway, Suite 1300  
San Diego, California  
92101  
**DOJ Grant Manager:**  
**DOJ Telephone #:**

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**Grant Title:** Juvenile Accountability Prevention Block Grant  
**Grant Number:** BSCC 151-13  
**Grantee Name:** County of San Diego Probation Department  
**Award Amount:** \$209,358.00  
**Grantee Type:** Local Government Agency  
**Address:** 9444 Balboa Ave, Ste 500  
San Diego, California  
92123  
**Contact Person:** Josephine Enriquez  
**Telephone #:** 858-514-3226  
**Contact Address:** 9444 Balboa Ave, Ste 500  
San Diego, California  
92123  
**State Granting Agency:** Board of State and Community Corrections  
**Grant Number:** BSCC 151-13  
**Contact Name:** Colleen Stoner  
**Contact Address:** 600 Bercut Drive  
Sacramento, California  
95811  
**Telephone #:** 916-324-9385

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**Grant Title:** BJA FY 12 Smart Probation: Reducing Prison Populations, Saving Money, and Creating Safer Communities  
**Grant Number:** 2012-SM-BX-009  
**Grantee Name:** County of San Diego Probation Department  
**Award Amount:** \$500,000.00  
**Grantee Type:** Local Government Agency

**Address:** 9444 Balboa Ave, Ste 500  
San Diego, California  
92123

**Contact Person:** Josephine Enriquez **Telephone #:** 858-514-3226

**Contact Address:** 9444 Balboa Ave, Ste 500  
San Diego, California  
92123

**State Granting Agency:** Bureau of Justice Assistance **Grant Number:** 2012-SM-BX-009

**Contact Name:** Lesley Walker

**Contact Address:** 810 Seventh Street NW  
Washington, District of Columbia  
20531

**Telephone #:** 202-307-0863

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**Grant Title:** BJA FY 13 EDWARD BYRNE  
MEMORIAL JUSTICE  
ASSISTANCE GRANT (JAG)  
PROGRAM **Grant Number:** 2013-DJ-BX-0752

**Grantee Name:** County of San Diego Probation  
Department **Award Amount:** \$112,185.00

**Grantee Type:** Local Government Agency

**Address:** 9444 Balboa Ave, Ste 500  
San Diego, California  
92123

**Contact Person:** Josephine Enriquez **Telephone #:** 858-514-3226

**Contact Address:** 9444 Balboa Ave, Ste 500  
San Diego, California  
92123

**State Granting Agency:** City of San Diego **Grant Number:** 2013-DJ-BX-0752

**Contact Name:** Allegra Pajot, Grants Manager

**Contact Address:** 1401 Broadway  
San Diego, California  
92101

**Telephone #:** 619-531-2110

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### Policy Statement:

It is the policy of the Board of Supervisors to comply with Federal, State and local laws effecting equal opportunity. In conformance with that policy and the Board's commitment to prohibit discrimination, it is hereby decreed that, barring any lawful or valid reasons, all individuals will have equal access to County operations and employment regardless of their

race, color, religion, national origin, ancestry, physical or mental disability, medical condition, family and medical leave, marital status, sex, sexual orientation, age or veteran status.

The Board of Supervisors ensures their commitment to fair and impartial practices throughout the County. In order to achieve the above, San Diego County reaffirms the following:

A. Equal employment opportunities in all personnel practices;

B. Equal opportunities in all purchasing and procurement practices;

C. Non-discriminatory practices in the selection, acquisition, leasing and management of County real properties and USDOJ, Office of Justice Programs, EEOP Short Form page 9 of 16 facilities;

D. Non-discriminatory practices in product and service delivery;

E. Equal opportunity and nondiscriminatory practices in all other County activities, policies and programs  
USDOJ, Office

## Step 4b: Narrative Underutilization Analysis

Since the last EEO in 2012, the County filled 1,378 vacancies primarily in the Technicians, Protective Service: Non-sworn and Admin. Support job categories (approx. 1,000 below pre-recession levels). Overall the County increased its Male workforce 1%. Comparing 2012 and 2014 ethnic totals shows that the County made significant improvements in the recruitment, retention, promotion of underrepresented minorities: Hispanic 17% (14% M; 19% F), Asian 9% (9% M; 7% F), Black 10% (5% M; 13% F). It also should be noted that Hispanic males increased in the following job categories when comparing 2012 to 2014: Officials & Administrators 10%, Professionals 11%, Technicians 25%, and Protective Sworn 16%, Protective Service: Non-Sworn 150%, Admin. Support 18%. Our current objectives, and the steps to achieve them, are based on our successful recruitment and succession planning efforts over the last two years.

1. Males are significantly underrepresented (-13%) compared to the community workforce.
2. White males are significantly under-represented in three job categories: Officials/Administrators (-6%), Professionals (-14%), Technicians (-20%), Administrative Support (-13%).
3. White females are significantly under-represented in the Technicians job category (-4%).
4. Hispanic males are significantly under-represented in four job categories: Protective Services: Non-Sworn (8%), Administrative Support (-5%) and Service Maintenance (-13%) and Service Maintenance (14%).
5. Hispanic females are significantly under-represented in job category: Protective Services: Non-Sworn (7%).
6. Black males are significantly under-represented in one job category: Protective Services: Sworn (-4%).
7. Asian males are significantly under-represented in the Technicians (-4%) job category.

## Step 5 & 6: Objectives and Steps

### 1. Recruit greater numbers of white, hispanic, asian and black workers in underrepresented job categories

a. Task executives with supporting the a) Organization Goal of hiring/maintaining a diverse workforce. This countywide goal incorporated into the 1) Operation Plan, Strategic Goals and, 2) Operation Incentive Plan (a performance plan for executives). b) Continue targeted community Recruitment. Jobs are advertised via the local media, at schools, technical and professional organizations, on on-line job sites deemed most visited by the target sex/ethnic populations. c) Promote Career Development Programs. Employees are offered opportunities to explore career alternatives within the County in career planning workshops, individual counseling and professional development workshops. Incentive Programs. Employees have financial incentives for referring applicants that are hired and retained for a period of time. This tool is currently used in hard-to-recruit for occupations.

## Step 7a: Internal Dissemination

1. The County's Equal Employment Opportunity Plan, maintained in the Department of Human Resources, are available to all individual employees of the County.
2. Copies of the County's Equal Employment Opportunity Policy are posted on the County website.
3. The County Equal Employment Opportunity Plan is included in the orientation of all new employees.
4. The County shall inform employee associations and union officials of the plan.
5. County publications shall highlight equal employment opportunities, progress reports, and minority, disabled employees and their organizations.

## **Step 7b: External Dissemination**

1. Copies of the County's Equal Opportunity Policy are posted on the County website.
2. The County's Equal Employment Opportunity Plan will be available for review by underutilized groups and community organizations, schools, recruiting agencies, new media, church groups and other appropriate entities in order to make the community aware of the County's policies and procedures in the diversity area.
3. Written notification of County's Equal Employment Opportunity Plan will be available to all vendors, subcontractors and suppliers requesting appropriate action on their part.
4. The County's Equal Employment Opportunity Plan will be available to all commissions, boards, committees appointed or sponsored by the County, which represent the interests of women, ethnic minorities and persons with disabilities.

**Utilization Analysis Chart**  
**Relevant Labor Market: San Diego 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
<b>Officials/Administrators</b>																
Workforce #/%	135/37%	23/6%	12/3%	1/0%	21/6%	1/0%	3/1%	0/0%	104/28%	24/7%	15/4%	1/0%	21/6%	3/1%	2/1%	0/0%
CLS #/%	81,520/43%	16,570/9%	3,825/2%	360/0%	9,480/5%	395/0%	1,040/1%	745/0%	50,130/26%	13,215/7%	3,530/2%	345/0%	8,185/4%	335/0%	1,355/1%	495/0%
Utilization #/%	-6%	-2%	1%	0%	1%	0%	0%	-0%	2%	-0%	2%	0%	1%	1%	-0%	-0%
<b>Professionals</b>																
Workforce #/%	1058/19%	376/7%	107/2%	11/0%	313/6%	11/0%	13/0%	0/0%	1728/31%	830/15%	274/5%	14/0%	694/13%	26/0%	31/1%	0/0%
CLS #/%	96,980/33%	17,305/6%	4,630/2%	375/0%	22,630/8%	295/0%	1,680/1%	1,035/0%	92,455/32%	21,640/7%	4,795/2%	380/0%	22,195/8%	385/0%	2,355/1%	1,150/0%
Utilization #/%	-14%	1%	0%	0%	-2%	0%	-0%	-0%	-0%	8%	3%	0%	5%	0%	-0%	-0%
<b>Technicians</b>																
Workforce #/%	267/11%	252/10%	47/2%	7/0%	161/7%	13/1%	3/0%	0/0%	444/18%	795/32%	155/6%	6/0%	300/12%	20/1%	6/0%	0/0%
CLS #/%	12,560/30%	3,065/7%	1,000/2%	80/0%	4,345/11%	200/0%	445/1%	155/0%	8,865/22%	3,885/9%	1,120/3%	20/0%	4,785/12%	80/0%	330/1%	265/1%
Utilization #/%	-20%	3%	-1%	0%	-4%	0%	-1%	-0%	-4%	23%	4%	0%	1%	1%	-1%	-1%
<b>Protective Services: Sworn</b>																
Workforce #/%	1461/47%	646/21%	173/6%	9/0%	169/5%	40/1%	11/0%	0/0%	274/9%	227/7%	51/2%	11/0%	27/1%	8/0%	4/0%	0/0%
CLS #/%	12,465/42%	6,495/22%	2,750/9%	150/1%	1,710/6%	175/1%	400/1%	300/1%	2,690/9%	1,385/5%	450/2%	15/0%	265/1%	30/0%	90/0%	10/0%
Utilization #/%	5%	-1%	-4%	-0%	-0%	1%	-1%	-1%	-0%	3%	0%	0%	-0%	0%	-0%	-0%
<b>Protective Services: Non-sworn</b>																
Workforce #/%	61/37%	18/11%	7/4%	2/1%	12/7%	0/0%	1/1%	0/0%	48/29%	8/5%	3/2%	1/1%	3/2%	0/0%	3/2%	0/0%
Civilian Labor Force #/%	810/39%	390/19%	15/1%	40/2%	95/5%	0/0%	25/1%	0/0%	425/20%	245/12%	0/0%	0/0%	50/2%	0/0%	0/0%	0/0%
Utilization #/%	-2%	-8%	3%	-1%	3%	0%	-1%	0%	8%	-7%	2%	1%	-1%	0%	2%	0%
<b>Administrative Support</b>																
Workforce #/%	436/9%	253/5%	88/2%	5/0%	265/6%	14/0%	9/0%	0/0%	1398/30%	1123/24%	304/6%	25/1%	726/15%	36/1%	21/0%	0/0%
CLS #/%	80,005/22%	35,990/10%	8,135/2%	450/0%	14,365/4%	530/0%	2,645/1%	1,445/0%	117,105/3%	62,180/17%	10,015/3%	700/0%	21,640/6%	1,525/0%	3,790/1%	1,820/1%

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
	%	%			%				2%	%	%		%			
Utilization #/%	-13%	-5%	-0%	-0%	2%	0%	-1%	-0%	-3%	7%	4%	0%	9%	0%	-1%	-1%
<b>Skilled Craft</b>																
Workforce #/%	185/53%	82/23%	16/5%	3/1%	48/14%	2/1%	1/0%	0/0%	9/3%	2/1%	1/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	48,795/44%	40,300/37%	4,035/4%	430/0%	7,220/7%	620/1%	1,200/1%	565/1%	3,085/3%	1,750/2%	240/0%	15/0%	1,730/2%	20/0%	70/0%	60/0%
Utilization #/%	9%	-13%	1%	0%	7%	0%	-1%	-1%	-0%	-1%	0%	-0%	-2%	-0%	-0%	-0%
<b>Service/Maintenance</b>																
Workforce #/%	147/17%	124/14%	48/6%	6/1%	105/12%	10/1%	3/0%	0/0%	111/13%	145/17%	69/8%	3/0%	93/11%	2/0%	3/0%	0/0%
CLS #/%	64,780/19%	94,945/28%	9,175/3%	670/0%	16,295/5%	1,250/0%	2,040/1%	1,210/0%	50,995/15%	66,405/20%	6,360/2%	465/0%	18,895/6%	800/0%	1,645/0%	780/0%
Utilization #/%	-2%	-14%	3%	0%	7%	1%	-0%	-0%	-2%	-3%	6%	0%	5%	-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
<b>Officials/Administrators</b>	✓															
<b>Professionals</b>	✓				✓		✓	✓							✓	✓
<b>Technicians</b>	✓				✓		✓	✓	✓						✓	✓
<b>Protective Services: Sworn</b>			✓				✓	✓								
<b>Protective Services: Non-sworn</b>		✓								✓						
<b>Administrative Support</b>	✓	✓					✓	✓	✓						✓	✓
<b>Skilled Craft</b>		✓											✓			
<b>Service/Maintenance</b>		✓								✓						

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.

Certified As Final By: Michele Ruiz

ERP System Functional Analyst

05-20-2014

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[signature]

[title]

[date]