

EEOP Utilization Report



Wed Jun 15 10:46:23 EDT 2016

Step 1: Introductory Information

Grant Title: BJA FY15 Body-Worn Camera Policy and Implementation Program
Grant Number: 2015-DE-BX-K051

Grantee Name: City of Stamford
Award Amount: \$600,000.00

Grantee Type: Local Government Agency

Address: 888 Washington Boulevard
Stamford, Connecticut
06901

Contact Person: Karen Cammarota
Telephone #: 203-977-5709

Contact Address: 888 Washington Boulevard
Stamford, Connecticut
06901

DOJ Grant Manager: Flora Lawson
DOJ Telephone #: 202-305-9216

Grant Title: BJA FY13 Edward Byrne Justice Assistance Grant
Grant Number: 2013-DJ-BX-0163

Grantee Name: City of Stamford
Award Amount: \$44,932.00

Grantee Type: Local Government Agency

Address: 888 Washington Boulevard
Stamford, Connecticut
06901

Contact Person: Karen Cammarota
Telephone #: 203-977-5709

Contact Address: 888 Washington Boulevard
Stamford, Connecticut
06901

DOJ Grant Manager: Linda Hill-Franklin
DOJ Telephone #: 202-514-0712

Grant Title: BJA FY14 Edward Byrne Justice Assistance Grant
Grant Number: 2014-DJ-BX-0153

Grantee Name: City of Stamford
Award Amount: \$47,628.00

Grantee Type: Local Government Agency

Address: 888 Washington Boulevard
Stamford, Connecticut
06901

Contact Person: Karen Cammarota
Telephone #: 203-977-5709

Contact Address: 888 Washington Boulevard
Stamford, Connecticut

06901

DOJ Grant Manager: Linda Hill-Franklin

DOJ Telephone #: 202-514-0712

Grant Title: BJA FY15 Edward Byrne Justice Assistance Grant **Grant Number:** 2015-DE-BX-K051

Grantee Name: City of Stamford **Award Amount:** \$42,303.00

Grantee Type: Local Government Agency

Address: 888 Washington Boulevard
Stamford, Connecticut
06901

Contact Person: Karen Cammarota **Telephone #:** 203-977-5709

Contact Address: 888 Washington Boulevard
Stamford, Connecticut
06901

DOJ Grant Manager: Linda Hill-Franklin

DOJ Telephone #: 202-514-0712

Grant Title: FY 2015-16 Police & Youth Program **Grant Number:** 2013-MU-FX-0035

Grantee Name: City of Stamford **Award Amount:** \$10,000.00

Grantee Type: Local Government Agency

Address: 888 Washington Boulevard
Stamford, Connecticut
06901

Contact Person: Karen Cammarota **Telephone #:** 203-977-5709

Contact Address: 888 Washington Boulevard
Stamford, Connecticut
06901

State Granting Agency: CT Office of Policy and Management **Grant Number:** 13JJ438073

Contact Name: Valerie LaMotte

Contact Address: 450 Capitol Avenue
Hartford, Connecticut
06106

Telephone #: 860-418-6316

Policy Statement:

See attachment- Nondiscrimination Policy exceeds 2,000 character limit.

Step 4b: Narrative Underutilization Analysis

Please see attached City of Stamford 6/1/2016 Underutilization Narrative.

Step 5 & 6: Objectives and Steps

1. Outreach Efforts

a. The City is committed to making its workforce reflect the relevant labor market for each demographic group within each job category. Based on the results of the utilization analysis, and within the constraints of the civil service system that governs all hires and promotions, the City of Stamford will continue to focus on its outreach efforts. The City will continue to enhance its outreach efforts to recruit a diverse workforce by expanding community-based recruitment efforts with a focus on under-represented protected classes. Regular contacts will be made with minority and female organizations in order to facilitate referral of qualified applicants; attend job fairs specifically targeted for diverse populations; advertise in minority and female newspapers and with professional organizations.

2. Comprehensive Communication and Education Plan

a. Continue to post the current Affirmative Action and Equal Employment Opportunity Policies throughout its facilities and website for easy access to employees, applicants and vendors doing business with the City.

b. Continue to reference the City's Affirmative Action and Equal Employment Opportunity Policies on all job applications and job postings including where they can be accessed and viewed.

c. Provide managers with periodic training on the principals of Affirmative Action, Equal Employment Opportunity, sexual harassment, cultural diversity, and leadership, including interviewing skills and employment law.

d. The City will continue to publicize its tuition reimbursement program which will help employees gain the skills necessary for promotions to higher level positions.

3. Periodic Review of Recruitment and Employment Procedures

a. Job Descriptions will be periodically reviewed to ensure that minimum requirements are job-related. It is the policy of the City of Stamford to employ only fully qualified persons to fill open positions.

b. The City shall review all testing procedures for new applicants and promotions to ensure they are appropriate and related to the essential duties of the position.

c. The applicant data including hires, promotions, transfers and terminations will continue to be monitored to determine if there has been any adverse impact on the underutilized workforce. This will enable the City to modify/enhance its employment practices.

d. All applicants are required to voluntarily complete a self-identification questionnaire on the job application for statistical purposes only. This will enable the City to evaluate the number of applicants by race, national origin and sex, seeking available employment and target recruitment efforts to promote awareness of employment opportunities and increase the applicant pool as appropriate.

Step 7a: Internal Dissemination

The EEOP will be posted electronically on the City's internet sites, available to all City employees, candidates, vendors and the general public.

All City of Stamford examination announcements state that Stamford is an Equal Employment Opportunity employer and that an EEOP is available for their review on the City's website.

New hires attend an orientation program where the City's Equal Employment Opportunity and other City policies are reviewed.

Step 7b: External Dissemination

The EEOP will be posted electronically on the City's internet sites, available to all City employees, candidates, vendors and the general public.

All City of Stamford examination announcements state that Stamford is an Equal Employment Opportunity Employer and that an EEOP is available for their review on the City's website.

**Utilization Analysis Chart
Relevant Labor Market: Fairfield County, Connecticut**

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 #/%	27/63%	0/0%	2/5%	0/0%	2/5%	0/0%	0/0%	0/0%	9/21%	0/0%	1/2%	0/0%	1/2%	0/0%	1/2%	0/0%
CLS #/%	39,430/53%	2,725/4%	1,580/2%	20/0%	2,305/3%	0/0%	280/0%	23,055/31%	1,660/2%	1,680/2%	10/0%	1,185/2%	0/0%	180/0%	95/0%	0/0%
Utilization #/%	10%	-4%	3%	-0%	2%	0%	-0%	-10%	-2%	0%	-0%	1%	0%	2%	-0%	-0%
Professionals																
Workforce #/%	41/28%	2/1%	4/3%	0/0%	2/1%	0/0%	1/1%	0/0%	62/43%	9/6%	13/9%	0/0%	7/5%	0/0%	3/2%	0/0%
CLS #/%	37,625/38%	2,285/2%	2,325/2%	75/0%	4,225/4%	0/0%	150/0%	41,730/42%	3,415/3%	3,355/3%	40/0%	3,325/3%	20/0%	345/0%	165/0%	0/0%
Utilization #/%	-9%	-1%	0%	-0%	-3%	0%	1%	-0%	3%	6%	-0%	2%	-0%	2%	-0%	-0%
Technicians																
Workforce #/%	32/52%	5/8%	5/8%	0/0%	1/2%	0/0%	0/0%	0/0%	11/18%	0/0%	5/8%	0/0%	2/3%	0/0%	0/0%	0/0%
CLS #/%	3,315/33%	360/4%	455/4%	4/0%	420/4%	0/0%	25/0%	3,490/34%	610/6%	970/10%	0/0%	235/2%	10/0%	60/1%	110/1%	0/0%
Utilization #/%	20%	5%	4%	-0%	-3%	0%	-0%	-16%	-6%	-1%	0%	0%	1%	-1%	-1%	-1%
Protective Services: Sworn																
Workforce #/%	423/78%	367%	43/8%	0/0%	1/0%	0/0%	8/1%	0/0%	22/4%	5/1%	2/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	4,510/62%	925/13%	940/13%	0/0%	40/1%	0/0%	60/1%	305/4%	155/2%	280/4%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	16%	-6%	-5%	0%	-0%	0%	1%	-0%	-1%	-3%	0%	0%	0%	0%	0%	0%
Protective Services: Non-sworn																
Workforce #/%	44/39%	4/4%	25/22%	0/0%	1/1%	0/0%	0/0%	15/13%	1/1%	21/19%	0/0%	0/0%	1/1%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	335/32%	65/6%	60/6%	0/0%	0/0%	0/0%	0/0%	335/32%	110/11%	75/7%	0/0%	0/0%	0/0%	30/3%	35/3%	0/0%
Utilization #/%	7%	-3%	17%	0%	1%	0%	0%	-19%	-10%	12%	0%	0%	1%	-3%	-3%	0%
Administrative Support																
Workforce #/%	22/18%	1/1%	4/3%	0/0%	0/0%	0/0%	2/2%	0/0%	53/44%	5/4%	30/25%	0/0%	2/2%	0/0%	1/1%	0/0%
CLS #/%	33,550/27%	5,885/5%	4,555/4%	160/0%	1,665/1%	10/0%	215/0%	54,535/45%	9,370/8%	8,735/7%	75/0%	2,265/2%	0/0%	460/0%	425/0%	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 #/%	-9%	-4%	-0%	-0%	-1%	-0%	1%	-0%	-0%	-3%	18%	-0%	-0%	0%	0%	-0%
Skilled Craft																
Workforce #/%	48/77%	5/8%	5/8%	0/0%	0/0%	0/0%	1/2%	0/0%	3/5%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	24,560/63%	8,715/22%	1,900/5%	25/0%	495/1%	0/0%	90/0%	845/2%	1,090/3%	610/2%	260/1%	0/0%	150/0%	20/0%	15/0%	15/0%
Utilization #/%	14%	-14%	3%	-0%	-1%	0%	1%	-2%	2%	-2%	-1%	0%	-0%	-0%	-0%	-0%
Service/Maintenance																
Workforce #/%	74/59%	18/14%	28/22%	0/0%	1/1%	0/0%	0/0%	0/0%	0/0%	5/4%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	26,670/26%	18,345/18%	7,145/7%	135/0%	1,935/2%	20/0%	410/0%	975/1%	20,830/20%	14,030/14%	8,560/8%	50/0%	1,885/2%	0/0%	310/0%	935/1%
Utilization #/%	33%	-4%	15%	-0%	-1%	-0%	-0%	-1%	-20%	-10%	-8%	-0%	-2%	0%	-0%	-1%

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
Professionals	✓															
Technicians									✓							
Protective Services: Sworn		✓	✓								✓					
Protective Services: Non-sworn									✓							
Administrative Support	✓															
Skilled Craft																
Service/Maintenance									✓							

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: Clemon Williams

Director of HR

06-15-2016

[signature]

{title}

[date]