

EEO Utilization Report

Organization Information

Name: Office Of Financial Management

City: Olympia

State: WA

Zip: 98504-3113

Type: State Government (not law enforcement)

Fri 11-30-2018 15:08:18 EST

Step 1: Introductory Information

Policy Statement:

https://external.ojp.usdoj.gov/eeop_integ/fileDownload.do?fileId=35085

Following File has been uploaded:2.02.pdf

Step 4b: Narrative of Interpretation

The chart indicates underutilization:

White males in the Professional and Admin Support job groups.

Official Administrator shows underutilization in all races for male and American Indian for female.

The Admin Support group is small (25) but shows underutilization in Hispanic or Latino; American Indian; Asian; and Native Hawaiian or other Pacific Islander for males. Asian females us underutilization in this job group as well.

Step 5: Objectives and Steps

1. Target recruitment outreach will include sending recruitment announcements to the state minority commissions. The HR office will also utilize resources available from the State HR Diversity, Equity and Inclusion (DEI) strategists. The agency strategic plan has made DEI a focused initiative beginning with an organizational assessment to be conducted during the next year.

- a. To ensure equal employment opportunities for American Indian/Alaska Native and Hispanic females when our organization fills vacancies that become available in the Officials/Admin job category. HR will review employment/recruitment and selection data related to the Off/Admin job category to identify any issue that may pose barriers for American Indian/Alaska Native and Hispanic females. This will include examining applicant flow data for recent vacancies, reviewing job posting and advertising practices; and determining where there are in-house careers paths. Our recruiter will attend the Latino Leadership Network activities, work with Washington State Commission on Hispanic Affairs and community organizations, work with tribes in Washington State and the Office of Indian Affairs and community organizations to ensure recruitments announcements get into the hands of those who are interested.
- b. To ensure equal employment opportunities for American Indian/Alaska Native and Hispanic females our organization fills vacancies that become available in the Professionals job category. HR will review employment/recruitment and selection data related to the Prof job category to identify any issue that may pose barriers for American Indian/Alaska Native and Hispanic females. This will include examining applicant flow data for recent vacancies, reviewing job posting and advertising practices; determining where there are in-house careers paths. Our recruiter will work with the tribes in Washington and the Office of Indian Affairs and community organizations to ensure we are getting our recruitments into the hands of those who are interested.
- c. To ensure equal employment opportunities for Hispanic, American Indian/Alaska Native or Asian/Pacific Americans when our organization fills vacancies that become available in the Admin Support job category. HR will review all employment/recruitment and selection data related to the Administrative Support job category to identify any issue that may pose barriers for American Indian/Alaska Native, Hispanic, and Asian individuals. This will include examining applicant flow data for recent vacancies, reviewing job posting and advertising practices; determining where there are in-house careers paths. Our recruiter will attend the Latino Leadership Network, work with the tribes in Washington, The Commission for Asian/Pacific Americans, the Office of Indian Affairs, and The Commission for Asian/Pacific Americans, Washington State Commission on Hispanic Affairs and community organizations to ensure we are getting our recruitments into the hands of those who are interested.

Step 6: Internal Dissemination

The information contained in the utilization report will be disseminated as part of OFM's standard distribution of the HR/Management reporting process, including affirmative action.

This report will be posted on the Office of Financial Management's Intranet that is available to all employees.

This report will also be sent to all supervisors and managers, alerting them of the outreach recruitment efforts.

Step 7: External Dissemination

Recruitment announcement will indicate that the Office of Financial Management has developed an EEOP Report and that it is available on request for review.

The EEOP Report will be posted on the public web site in the employment/jobs section.

Utilization Analysis Chart
Relevant Labor Market: Thurston County, Washington

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 #/%	38/45%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	39/46%	1/1%	2/2%	0/0%	5/6%	0/0%	0/0%	0/0%
CLS #/%	6,775/43%	260/2%	185/1%	125/1%	330/2%	50/0%	155/1%	45/0%	6,510/42%	365/2%	160/1%	220/1%	305/2%	20/0%	110/1%	15/0%
Utilization #/%	1%	-2%	-1%	-1%	-2%	-0%	-1%	-0%	4%	-1%	1%	-1%	4%	-0%	-1%	-0%
Professionals																
Workforce #/%	51/32%	3/2%	1/1%	1/1%	5/3%	0/0%	0/0%	0/0%	75/48%	5/3%	7/4%	0/0%	9/6%	0/0%	0/0%	0/0%
CLS #/%	8,290/39%	335/2%	170/1%	80/0%	360/2%	55/0%	115/1%	10/0%	10,160/48%	380/2%	230/1%	95/0%	635/3%	15/0%	164/1%	45/0%
Utilization #/%	-7%	0%	-0%	0%	1%	-0%	-1%	-0%	-0%	1%	3%	-0%	3%	-0%	-1%	-0%
Technicians																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	825/29%	70/2%	70/2%	4/0%	130/4%	0/0%	45/2%	0/0%	1,415/49%	65/2%	70/2%	60/2%	70/2%	25/1%	45/2%	0/0%
Utilization #/%																
Protective Services: Sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	1,420/70%	75/4%	75/4%	20/1%	20/1%	20/1%	15/1%	15/1%	220/11%	0/0%	45/2%	0/0%	0/0%	0/0%	0/0%	110/5%
Utilization #/%																
Protective Services: Non-sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
Civilian Labor Force #/%	90/47%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	80/42%	20/11%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%																
Administrative Support																
Workforce #/%	5/20%	0/0%	2/8%	0/0%	0/0%	0/0%	0/0%	0/0%	13/52%	1/4%	1/4%	3/12%	0/0%	0/0%	0/0%	0/0%
CLS #/%	7,675/27%	195/1%	355/1%	30/0%	375/1%	85/0%	120/0%	110/0%	16,345/57%	965/3%	420/1%	205/1%	870/3%	105/0%	495/2%	125/0%

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 #/%	-7%	-1%	7%	-0%	-1%	-0%	-0%	-0%	-5%	1%	3%	11%	-3%	-0%	-2%	-0%
Skilled Craft																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	6,020/78%	735/9%	145/2%	55/1%	160/2%	0/0%	85/1%	65/1%	455/6%	0/0%	0/0%	4/0%	0/0%	0/0%	15/0%	4/0%
Utilization #/%																
Service/Maintenance																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	9,360/40%	1,140/5%	355/2%	215/1%	460/2%	105/0%	395/2%	60/0%	8,580/36%	950/4%	195/1%	150/1%	1,125/5%	125/1%	375/2%	75/0%
Utilization #/%																

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.

Certified As Final By: Dan Myers

Assistant Director

10-26-2018

[signature]

[title]

[date]