

City of Effingham

EQUAL EMPLOYMENT OPPORTUNITY PLAN

CITY OF EFFINGHAM, ILLINOIS

July 21, 2015

Jeff T. Bloemker
Mayor

Presented by:
Kelsey R. Lock
City Clerk, EEO Officer

Equal Employment Opportunity Plan

I. Introduction

The City of Effingham and each department within the City are committed to the values of equity, diversity and productivity in the workplace. We do not discriminate on the basis of race, gender, sexual orientation, gender identity or expression, national origin, religion, creed, disability or age. As evidence of our commitment, we maintain an equal employment opportunity/affirmative action plan to guide us in our efforts to achieve and maintain a diverse work force reflective of the communities we serve. This plan is currently in effect and will be reviewed and updated annually.

The City employs approximately 139 regular full-time and regular part-time positions and approximately 27 seasonal/temporary/part-time employees. These employees are based in 8 departments and are covered by the EEO/AAP:

Administrative Services	Finances
Economic Development	Fire
Engineering	Police
Executive	Public Works

The City of Effingham's Equal Employment Opportunity Plan is established in accordance with certain laws and regulations, which include:

- Title 6 and title 7 of the Civil Rights Act of 1964 as amended, the Equal Employment Act of 1972, Presidential Executive Order #11246 (as amended by Presidential Executive Order #1135), and Chapter 60 of Title 41 CFR, Part 60-2.
- Sections 503 and 504 of the Rehabilitation Act of 1973, as amended, and Americans with Disabilities Act of 1990.
- The U.S. Department of Transportation's Federal Transit Administration's Equal Employment Opportunity Program Guidelines for Grant Recipients contained in Circular "UMTA C 4074.1" and the implementing regulation of UMT Act of 1964, as amended, 49 U.S.C. 1601, Section 19.
- The U.S. Department of Justice, Office for Civil Rights 28 CFR 42.301 governing requirements for grant recipients to establish and maintain an EEO Plan which includes race/gender workforce analysis, hiring and implementation plan components.
- The Genetic Information Act of 2008 (GINA)
- Illinois Human Rights Act – Freedom from Unlawful Discrimination.
- State of Illinois Administrative Order #2 - Prohibiting discrimination against any person in recruitment, examination, appointment, training, promotion, retention, or any other personal transaction, because of religion, national origin, sex, age, disability, or any other non-merit factor, except where such may be a bona fide job qualification. This includes, but is not limited to, sexual orientation.

The City of Effingham is located at 201 E. Jefferson Avenue in Effingham, Illinois. The following projects are currently covered under this plan:

<u>Project Name</u>	<u>Funding Level</u>	<u>Project Directors</u>
• Outer Belt West - North	\$ 176,408.59 (EDA)	Michelle Wilkins
• Thies Avenue	\$ 101,215.42 (EDP) \$ 10,521.65 (EDP)	Michelle Wilkins
• Rickelman Ave.	\$ 183,000.00 (FAU)	Greg Koester
• Downtown Enhancement Project	\$ 840,000.00 (Fed. Enhancement)	Michelle Wilkins
• US Department of Justice Bullet Proof Vest Partnership (OMB #1121-0235)	\$ 4699.67	Chief Michael Schutzbach
• TREC Calico Road Grant	\$ 58,400.00 (ITEP)	Michelle Wilkins
• Route 40 Multi-Use Path	\$ 35,000.00 (MFT)	Michelle Wilkins

II. Work Force Analysis by EEO Category

The chart below lists the total number of City of Effingham employees by gender, ethnicity, and EEO category. Statistics are also shown which indicate the percentage in each EEO category. Numbers are based on a total of 166 full-time and part-time employees. (Total percentages may be slightly more or less than 100% due to rounding.) A description of the types of job categories is included in Appendix A. A second chart (Appendix B) lists all City employees by department as well as EEO category.

Job Category	Total	Male				Female			
		W	B	H	O	W	B	H	O
Officials/Admin	16	14	0	0	0	2	0	0	0
Percentage	9.64%	87.50%	0.00%	0.00%	0.00%	12.50%	0.00%	0.00%	0.00%
Professionals	12	8	0	0	0	3	0	0	1
Percentage	7.23%	66.67%	0.00%	0.00%	0.00%	25.00%	0.00%	0.00%	8.33%
Technicians	12	10	1	0	0	1	0	0	0
Percentage	7.23%	83.34%	8.33%	0.00%	0.00%	8.33%	0.00%	0.00%	0.00%
Protective Svcs	50	45	0	0	0	5	0	0	0
Percentage	30.12%	90.00%	0.00%	0.00%	0.00%	10.00%	0.00%	0.00%	0.00%
Admin. Support	22	3	0	0	0	19	0	0	0
Percentage	13.25%	13.64%	0.00%	0.00%	0.00%	86.36%	0.00%	0.00%	0.00%
Skilled Craft	10	10	0	0	0	0	0	0	0
Percentage	6.02%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Service/Maint	44	34	0	0	0	10	0	0	0
Percentage	26.51%	77.27%	0.00%	0.00%	0.00%	22.73%	0.00%	0.00%	0.00%

*Numbers not equal to 100% due to rounding

Abbreviations used in chart:

W = White

B = African-American

H = Hispanic

O = Other Races (Native American, Filipino, Asian, Pacific Islander)

III. Area Labor Force Statistics

The chart below shows the total labor force population in the Effingham County Statistical area. It also shows the percentage of each group by EEO category. (Total percentages may be slightly more or less than 100% due to rounding.)

AREA LABOR FORCE FOR EFFINGHAM COUNTY						
<u>Job Category</u> <i>(EEO Category)</i>	<u>TOTAL</u>	<u>Females</u>	<u>Whites</u>	<u>Blacks</u>	<u>Other Races</u>	<u>Hispanic</u>
Management, Business & Financial Workers <i>(Officials/Admin)</i>	2183	984	2150	0	33	0
Percentage	12.0%	45.1%	98.5%	0%	1.5%	0%
Science, Engineering & Computer Professionals <i>(Professional)</i>	294	45	290	0	4	0
Percentage	1.6%	15.3%	98.6%	0%	1.4%	0%
Technicians <i>(Technicians)</i>	364	179	360	0	0	4
Percentage	2.0%	49.2%	98.9%	0%	0%	1.1%
Protective Service <i>(Protective Service)</i>	230	30	230	0	0	0
Percentage	1.3%	13.0%	100%	0%	0%	0%
Administrative Support Workers <i>(Admin Support)</i>	2483	2000	2405	0	53	25
Percentage	13.6%	80.5%	96.8%	0%	2.1%	1%
Installation, Maintenance and Repair Craft Workers <i>(Skilled Crafts)</i>	965	90	930	0	0	35
Percentage	5.3%	9.3%	96.3%	0%	0%	3.6%
Laborers and Helpers <i>(Service/Maint)</i>	930	175	865	0	10	55
Percentage	5.1%	18.8%	93%	0%	1.1%	5.9%

Statistics taken from the 2010 Special EEO Tabulation File, U.S. Census Bureau, prepared by the Economic Information Analysis Division of the Illinois Department of Employment Security.

IV. Utilization Analysis

This chart compares the City of Effingham’s labor force with the area labor force (Effingham County) by EEO category and job category. Negative differences indicate an underutilization.

UTILIZATION ANALYSIS FOR CITY OF EFFINGHAM				
<u>Category</u>	<u>EEO Cat.</u>	<u>Effingham</u>	<u>Labor Force</u>	<u>Difference</u>
Females	Officials/Admin	12.5%	45.1%	-32.6%
	Professional	25.00%	15.3%	9.7%
	Technicians	8.33%	49.2%	-40.87%
	Protective Service	10.00%	13%	-3.0%
	Admin Support	86.36%	80.5%	5.86%
	Skilled Craft	0%	9.3%	-9.3%
	Service/Maint	22.73%	18.8%	3.93%
Blacks	Officials/Admin	0%	0%	0%
	Professional	0%	0%	0%
	Technicians	8.33%	0%	8.33%
	Protective Service	0%	0%	0%
	Admin Support	0%	0.7%	-0.7%
	Skilled Craft	0%	0%	0%
	Service/Maint	0%	0%	0%
Hispanic	Officials/Admin	0%	0%	0%
	Professional	0%	0%	0%
	Technicians	0%	1.1%	-1.1%
	Protective Service	0%	0%	0%
	Admin Support	0%	1%	-1%
	Skilled Craft	0%	3.6%	-3.6%
	Service/Maint	0%	5.9%	-5.9%
Other Races	Officials/Admin	0%	1.5%	-1.5%
	Professional	8.33%	1.4%	6.93%
	Technicians	0%	0%	0%
	Protective Service	0%	0%	0%
	Admin Support	0%	2.1%	-2.1%
	Skilled Craft	0%	0%	0%
	Service/Maint	0%	1.1%	-1.1%

As previously mentioned, our utilization analysis is based on the 2010 Census information report generated by the Illinois State Employment Security Department. The report covers Effingham County. This particular labor market was chosen because of Effingham’s location in Effingham County. Effingham draws applicants from Effingham County as well as from nearby counties.

In analyzing the City of Effingham’s work force, statistics were developed using employee data from personnel records. This data will be updated regularly to enable the City to comply with federal reporting requirements.

Effingham shows an underutilization of women and minorities in a number of categories. The above chart shows the percent of each EEO category found in City of Effingham’s work force as compared to the actual labor force. The Chart shows significant discrepancies (20% or more) in the following categories:

<u>32.6 %</u>	Officials/Administrators
<u>40.87 %</u>	Professionals
	Technicians
	Protective Services
	Service/Maintenance

Most areas underutilized show a discrepancy of less than 10 %.

Effingham also employs a higher percentage of workers as compared to the labor force in the areas shown in the chart below. The chart below shows how these categories have changed over the periods they have been tracked.

Category	Area of Higher than Average Employment in 2011	2013	2015	2017
		Utilization Compared to Labor Force	Utilization Compared to Labor Force	Utilization Compared to Labor Force
Admin Support	Females: 13.6%	2.8%	5.9%	
Service Maintenance	Females: 5.9%	3.9%	3.9%	
Professional		Females: 2.9%	9.7%	
Technician			Blacks 8.3%	
Professional			Other Races 6.4%	

V. Diversity Commitments

We believe that diversity and equal employment opportunity are basic foundations of effective service provision to citizens and clients of the City of Effingham. With this in mind, we plan to work towards addressing our underutilization by conducting the following applicant pool diversity enhancement activities:

- Ensure departments utilize recruitment tools and strategies to reach a diverse pool of applicants.
- Ensure all recruiting efforts are non-discriminating on the basis of gender, national origin or color.
- Maintain demographic statistics for all applicants, and monitor recruitment efforts for effectiveness in identifying/recruiting women and minorities.
- Develop and maintain partnerships with community-based organizations that serve diverse populations, as well as area and regional diversity task forces and professional organizations that serve minority or diverse memberships.
- Develop and maintain relationships with public and private agencies that serve diverse populations, such as the State Employment Security Department, Private Industry Council, colleges, universities, community colleges, and vocational and training institutions.

General Goals:

Encourage the development of short-term and long-term recruitment plans to achieve a more diversified work force.

Review and update the information and commitments noted in this EEO/AA plan biennially to ensure the City maintains an effective and meaningful equal employment opportunity program.

VI. Specific Steps to Address Underutilization of Minorities, Women & Persons with Disabilities:

- Identify, attend and/or coordinate departmental participation in job and career fairs and conferences, particularly those that attract a diverse clientele.
- Seek new sources/contacts for generating qualified female and minority applicants for the City's vacant positions.
- Collect data from each applicant's Equal Employment Opportunity Questionnaire; then review these statistics with individual departments and discuss ways to reach out to applicants in underutilized categories.

VII. Equal Employment Opportunity Questionnaire

The Equal Employment Opportunity Questionnaire is a voluntary questionnaire used by the City to evaluate its hiring practices and to prepare reports required by law for the State and Federal Government. The questionnaire is located at the end of the City of Effingham's employment application, which is detached and confidentially reviewed only by the EEO Officer. No hiring decision is made pursuant to the data collected. Said data is tracked and maintained by the EEO Officer for administrative purposes only.

EEO Questionnaire Data

The chart below shows EEO Questionnaire data received from start of Fiscal Year 2011-2012 to date. (Total percentages may be slightly more or less than 100% due to rounding.)

Department/Job Title	Total/Average	Male					Female				
		W	B	H	O	D	W	B	H	O	D
Dispatch/Telecommunications	31	13	0	0	1	0	16	0	0	1	0
Age Range	20-64	21-44	N/A	N/A	27	N/A	20-64	N/A	N/A	36	N/A
100%	43%	42%	0%	0%	3%	0%	52%	0%	0%	3%	0%
Economic Development	1	0	0	0	0	0	1	0	0	0	0
Age Range	31	N/A	N/A	N/A	N/A	N/A	31	N/A	N/A	N/A	N/A
100%	1%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%
Any	11	6	0	1	0	0	4	0	0	0	0
Age Range	19-71	19-23	N/A	30	N/A	N/A	45-71	N/A	N/A	N/A	N/A
100%	15.50%	55%	0%	9%	0%	0%	36%	0%	0%	0%	0%
Seasonal	11	10	0	0	0	0	1	0	0	0	0
Age Range	18-22	18-22	N/A	N/A	N/A	N/A	19	N/A	N/A	N/A	N/A
100%	15.50%	91%	0%	0%	0%	0%	9%	0%	0%	0%	0%
Police Officer	7	6	0	0	1	0	0	0	0	0	0
Age Range	24-52	24-52	N/A	N/A	27	N/A	N/A	N/A	N/A	N/A	N/A
100%	10%	86%	0%	0%	14%	0%	0%	0%	0%	0%	0%
Water Department	9	0	0	0	0	0	9	0	0	0	0
Age Range	23-67	N/A	N/A	N/A	N/A	N/A	23-67	N/A	N/A	N/A	N/A
100%	13%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%
Office/Clerical	1	0	0	0	0	0	1	0	0	0	0
Age Range	29	N/A	N/A	N/A	N/A	N/A	29	N/A	N/A	N/A	N/A
100%	1%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%
Engineer/Water Internship	1	1	0	0	0	0	0	0	0	0	0
Age Range	23	23	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
100%	1%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%
TOTAL	72	36	0	1	2	0	32	0	0	1	0
Age Range	18-71	18-52	N/A	30	27	N/A	19-71	N/A	N/A	36	N/A
100%	100%	50%	0%	1%	3%	0%	45%	0%	0%	1%	0%

VIII. Achievements:

Continued to provide an assigned EEO Officer to oversee the City's recruitment efforts, identifying qualified minorities and women for under-represented positions.

Continued to provide annual workplace harassment training classes for City employees to ensure the City of Effingham provides an appropriate workplace for females and minority employees.

Maintained demographic statistics for all applicants and monitored recruitment efforts for effectiveness in identifying/recruiting women, minorities and persons with disabilities.

Actively recruit qualified female and minority candidates for protective services, professional, management and technical positions.

IX. Dissemination:

A copy of this plan will be provided to all City of Effingham City Council, department heads, and supervisors. This plan will be placed on the City website (www.effinghamil.com). Persons wishing for more information about the City's commitments to Equal Employment Opportunity may contact the City Administrator as listed below:

James W. Arndt
201 E. Jefferson Avenue
Effingham, IL 62401
217-342-5308

APPENDIX A

DESCRIPTION OF JOB CATEGORIES

Officials and Administrators: Occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, or direct individual departments or special phases of the organization's operations, or provide specialized consultation on a regional, district or area basis. Includes: chief financial officers, chief executive officers, chief operations officers, chief administrative officers, presidents, vice presidents, department heads, bureau chiefs and inspectors, division chiefs, directors, deputy directors, controllers, wardens, superintendents, sheriffs, police and fire chiefs and inspectors, examiners (bank, hearing, motor vehicle, warehouse), inspectors (construction, building, safety, rent-and-housing, fire, ABC board, license, dairy, livestock, transportation), assessors, tax appraisers and investigators, coroners, farm managers, and kindred workers.

Professionals: Occupations that require specialized and theoretical knowledge that is usually acquired through college training or through work experience and other training which provides comparable knowledge. Includes: personal and labor relations workers, social workers, doctors, dentists, chiropractors, psychologists, registered nurses, economists, dieticians, lawyers, system analysis, accountants, engineers, employment and vocational rehabilitation counselors, teachers or instructors, police and fire captains and lieutenants, librarians, management analysts, airplane pilots and navigators, surveyors and mapping scientists, and kindred workers.

Technicians: Occupations that require specialized and theoretical knowledge that is usually acquired through college training or through work experience and other training which provides comparable knowledge. Includes: computer programmers, drafters, survey and mapping technicians, licensed practical nurses, photographers, radio operators, technical illustrators, highway technicians, technicians (medical, dental, electronic, physical sciences), police and fire sergeants, inspectors (production or processing inspectors, testers and weighers), and kindred workers.

Protective Service Workers: Occupations in which workers are entrusted with public safety, security and protection from destructive forces. Includes: police patrol officers, firefighters, game and fish wardens, park rangers (except maintenance), and kindred workers.

Administrative Support (Including Clerical and Sales): Occupations in which workers are responsible for internal and external communication, recording and retrieval of data/information, and other paperwork required in an office. Includes: bookkeepers, messengers, clerk-typists, stenographers, court transcribers, hearing reporters, statistical clerks, dispatchers, license distributors, payroll clerks, office machine and computer operators, administrative assistant secretaries, executive secretaries, telephone operators, legal assistants, sales workers, cashiers, toll collectors, and kindred workers.

Skilled Craft Workers: Occupations in which workers perform jobs that require special manual skill and thorough and comprehensive knowledge of the processes involved in the work, which is acquired through on-the-job training and experience or through apprenticeships or other formal training programs. Includes: mechanics and repairers, electricians, mechanics, heavy equipment operators, stationary engineers, skilled machining occupations, carpenters, compositors and typesetters, power plant operators, water and sewage treatment plant operators, and kindred workers.

Service-Maintenance: Occupations in which workers perform duties that result in or contribute to the comfort, convenience, hygiene or safety of the general public or that contribute to the upkeep and care of buildings, facilities or grounds of public property. Workers in this group may operate machinery. Includes: chauffeurs, laundry and dry cleaning operatives, truck drivers, custodians, janitors, bus drivers, construction laborers, park rangers (maintenance), farm workers (except managers), craft apprentices/trainees/helpers, and kindred workers.

APPENDIX B

Work Force Analysis by EEO Category by Department

The chart below lists the total number of City of Effingham employees by gender, ethnicity, EEO category, and Department. Statistics are also shown that indicate the percentage in each EEO category, by Department. (Total percentages may be slightly more or less than 100% due to rounding.)

*Numbers not equal to 100% due to rounding

Abbreviations used in chart:

W = White

B = African-American

H = Hispanic

O = Other Races (Native American, Filipino, Asian, Pacific Islander)

D = Disabled

Department: Administrative Services

Job Category	Total	Male					Female				
		W	B	H	O	D	W	B	H	O	D
Officials/Admin	2	1	0	0	0	0	1	0	0	0	0
100%	22.22%	50%	0%	0%	0%	0%	50%	0%	0%	0%	0%
Professionals	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Technicians	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Protective Svcs	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Admin Support	6	2	0	0	0	0	4	0	0	0	0
100%	66.67%	33.33%	0%	0%	0%	0%	66.67%	0%	0%	0%	0%
Skilled Craft	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Service/Maint	1	1	0	0	0	0	0	0	0	0	0
100%	11.11%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total by Dept	9	4	0	0	0	0	5	0	0	0	0
100%	100%	44.44%	0%	0%	0%	0%	55.56%	0%	0%	0%	0%

Department: Engineering

Job Category	Total	Male					Female				
		W	B	H	O	D	W	B	H	O	D
Officials/Admin	1	1	0	0	0	0	0	0	0	0	0
100%	12.50%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Professionals	1	1	0	0	0	0	0	0	0	0	0
100%	12.50%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Technicians	3	2	0	0	0	0	1	0	0	0	0
100%	37.50%	66.67%	0%	0%	0%	0%	33.33%	0%	0%	0%	0%
Protective Svcs	0	0	0	0	0	0	0	0	0	0	0
100%	0.00%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Admin Support	1	0	0	0	0	0	1	0	0	0	0
100%	12.50%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%
Skilled Craft	0	0	0	0	0	0	0	0	0	0	0
100%	0.00%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Service/Maint	2	2	0	0	0	0	0	0	0	0	0
100%	25.00%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total by Dept	8	6	0	0	0	0	2	0	0	0	0
100%	100%	75%	0%	0%	0%	0%	25%	0%	0%	0%	0%

Department: Economic Development

Job Category	Total	Male					Female				
		W	B	H	O	D	W	B	H	O	D
Officials/Admin	2	1	0	0	0	0	1	0	0	0	0
100%	28.56%	50%	0%	0%	0%	0%	50%	0%	0%	0%	0%
Professionals	1	0	0	0	0	0	1	0	0	0	0
100%	14.29%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%
Technicians	1	0	1	0	0	0	0	0	0	0	0
100%	14.29%	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%
Protective Svcs	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Admin Support	3	0	0	0	0	0	3	0	0	0	0
100%	42.86%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%
Skilled Craft	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Service/Maint	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total by Dept	7	1	1	0	0	0	5	0	0	0	0
100%	100%	14.29%	14.29%	0%	0%	0%	71.42%	0%	0%	0%	0%

Department: Executive

Job Category	Total	Male					Female				
		W	B	H	O	D	W	B	H	O	D
Officials/Admin	8	8	0	0	0	0	0	0	0	0	0
100%	100%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Professionals	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Technicians	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Protective Svcs	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Admin. Support	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Skilled Craft	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Service/Maint	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total by Dept	8	8	0								
100%	100%	100%	0%								

Department: Finance

Job Category	Total	Male					Female				
		W	B	H	O	D	W	B	H	O	D
Officials/Admin.	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Professionals	1	0	0	0	0	0	0	0	0	1	0
100%	50%	0%	0%	0%	0%	0%	0%	0%	0%	100%	0%
Technicians	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Protective Svcs	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Admin. Support	1	0	0	0	0	0	1	0	0	0	0
100%	50%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%
Skilled Craft	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Service/Maint	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total by Dept	2	0	0	0	0	0	1	0	0	1	0
100%	100%	0%	0%	0%	0%	0%	50%	0%	0%	50%	0%

Department: Fire

Job Category	Total	Male					Female				
		W	B	H	O	D	W	B	H	O	D
Officials/Admin	1	1	0	0	0	0	0	0	0	0	0
100%	2.78%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Professionals	6	6	0	0	0	0	0	0	0	0	0
100%	16.66%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Technicians	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Protective Svcs	28	27	0	0	0	0	1	0	0	0	0
100%	77.78%	96.43%	0%	0%	0%	0%	3.57%	0%	0%	0%	0%
Admin. Support	1	0	0	0	0	0	1	0	0	0	0
100%	2.78%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%
Skilled Craft	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Service/Maint	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total by Dept	36	34	0	0	0	0	2	0	0	0	0
100%	100%	94.44%	0%	0%	0%	0%	5.56%	0%	0%	0%	0%

Department: Police

Job Category	Total	Male					Female				
		W	B	H	O	D	W	B	H	O	D
Officials/Admin	1	1	0	0	0	0	0	0	0	0	0
100%	1.93%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Professionals	1	0	0	0	0	0	1	0	0	0	0
100%	1.93%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%
Technicians	8	8	0	0	0	0	0	0	0	0	0
100%	15.38%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Protective Svcs	21	18	0	0	0	0	3	0	0	0	0
100%	40.38%	85.71%	0%	0%	0%	0%	13.64%	0%	0%	0%	0%
Admin. Support	4	0	0	0	0	0	4	0	0	0	0
100%	7.69%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%
Skilled Craft	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Service/Maint	17	8	0	0	0	0	9	0	0	0	0
100%	32.69%	47.06%	0%	0%	0%	0%	52.94%	0%	0%	0%	0%
Total by Dept	52	35	0	0	0	0	17	0	0	0	0
100%	100%	67.31%	0%	0%	0%	0%	32.69%	0%	0%	0%	0%

Department: Public Works

Job Category	Total	Male					Female				
		W	B	H	O	D	W	B	H	O	D
Officials/Admin	1	1	0	0	0	0	0	0	0	0	0
100%	2.27%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Professionals	3	3	0	0	0	0	0	0	0	0	0
100%	6.82%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Technicians	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Protective Svcs	0	0	0	0	0	0	0	0	0	0	0
100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Admin. Support	6	1	0	0	0	0	5	0	0	0	0
100%	13.64%	16.67%	0%	0%	0%	0%	83.33%	0%	0%	0%	0%
Skilled Craft	10	10	0	0	0	0	0	0	0	0	0
100%	22.73%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Service/Maint	24	24	0	0	0	0	0	0	0	0	0
100%	54.54%	100%	0%	0%	0%		0%	0%	0%	0%	0%
Total by Dept	44	39	0	0	0	0	5	0	0	0	0
100%	100%	88.64%	0%	0%	0%	0%	11.36%	0%	0%	0%	0%