

# EEO Utilization Report

## Organization Information

Name: COUNTY OF LUBBOCK

City: LUBBOCK

State: TX

Zip: 79408-3536

Type: County/Municipal Government

## **Section 1: EEO Policy Statement**

### **Policy Statement:**

See attached.

Following File has been uploaded:Step 1 Nondiscrimination Policy Statement.docx

## Section 5: Narrative Interpretation of Data

Following File has been uploaded:Lubbock County Underutilization Analysis Narrative 2024.pdf

## Section 6: Objectives and Steps

### 1. To encourage White Males to apply for the Professionals and Administrative Support job categories.

- a. The Countys Human Resources department will continue to identify Lubbock County as an equal opportunity employer.
- b. The Countys Human Resources department makes recommendations to the Commissioners Court and department leaders with the goal of achieving competitive compensation for all positions.
- c. In 2025 and 2026, our organizations action plan is to post and advertise open positions on multiple venues that will attract White Males to our applicant pool. Venues include the following: NeoGov application system which utilizes Governmentjobs.com, Lubbock Countys LinkedIn, Facebook and Instagram social media platforms, Texas Workforce Commissions Work In Texas job board, regional universities job boards, targeted television ads, and local job fairs.
- d. Implementing the Tyler Munis Human Capital Management software to develop, train and consider internal candidates for promotional opportunities.
- e. The county funds a full-time Recruitment and Marking Coordinator to create innovative and targeted job advertisements, brand the county as an equal opportunity employer, and increase the number of diverse applicants to the County. The County has already increased its online footprint by increasing its reach by an average of 4.5% in one year leading to an increase in applications of approximately 30% year over year.

### 2. To encourage Hispanic Males to apply for the Officials/Administrators and Administrative Support job categories.

- a. The Countys Human Resources department will continue to identify Lubbock County as an equal opportunity employer.
- b. The Countys Human Resources department makes recommendations to the Commissioners Court and other department leaders with the goal of achieving competitive compensation for all positions.
- c. In 2025 and 2026, our organizations action plan is to post and advertise open positions on multiple venues that will attract Hispanic Males to our applicant pool. Venues include the following: NeoGov application system which utilizes Governmentjobs.com, Lubbock Countys LinkedIn, Facebook and Instagram social media platforms, Texas Workforce Commissions Work In Texas job board, regional universities job boards, targeted television ads, and local job fairs.
- d. Implementing the Tyler Munis Human Capital Management software to develop, train and consider internal candidates for promotional opportunities.
- e. The county funds a full-time Recruitment and Marking Coordinator to create innovative and targeted job advertisements, brand the county as an equal opportunity employer, and increase the number of diverse applicants to the County. The County has already increased its online footprint by increasing its reach by an average of 4.5% in one year leading to an increase in applications of approximately 30% year over year.

### 3. To encourage Asian Males to apply for the Professionals job category.

- a. The Countys Human Resources department will continue to identify Lubbock County as an equal opportunity employer.
- b. The Countys Human Resources department makes recommendations to the Commissioners Court and other department leaders with a goal of achieving competitive compensation for all positions.
- c. In 2025 and 2026, our organizations action plan is to post and advertise open positions on multiple venues that will attract Asian Males to our applicant pool. Venues include the following: NeoGov application system which utilizes Governmentjobs.com, Lubbock Countys LinkedIn, Facebook and Instagram social media platforms, Texas Workforce Commissions Work In Texas job board, regional universities job boards, targeted television ads, and local job fairs.
- d. Implementing the Tyler Munis Human Capital Management software to develop, train and consider internal candidates for promotional opportunities.

e. The county funds a full-time Recruitment and Marking Coordinator to create innovative and targeted job advertisements, brand the county as an equal opportunity employer, and increase the number of diverse applicants to the County. The County has already increased its online footprint by increasing its reach by an average of 4.5% in one year leading to an increase in applications of approximately 30% year over year.

**4. To encourage White Females to apply for the Protective Services: Non-Sworn and Service/Maintenance job categories.**

- a. The Countys Human Resources department will continue to identify Lubbock County as an equal opportunity employer.
- b. The Countys Human Resources department makes recommendations to the Commissioners Court and department leaders with the goal of achieving competitive compensation for all positions.
- c. In 2025 and 2026, our organizations action plan is to post and advertise open positions on multiple venues that will attract White Females to our applicant pool. Venues include the following: NeoGov application system which utilizes Governmentjobs.com, Lubbock Countys LinkedIn, Facebook and Instagram social media platforms, Texas Workforce Commissions Work In Texas job board, regional universities job boards, targeted television ads, and local job fairs.
- d. Implementing the Tyler Munis Human Capital Management software to develop, train and consider internal candidates for promotional opportunities.
- e. The county funds a full-time Recruitment and Marking Coordinator to create innovative and targeted job advertisements, brand the county as an equal opportunity employer, and increase the number of diverse applicants to the County.

**5. To encourage Hispanic Females to apply for Technician and Skilled Craft job categories.**

- a. The Countys Human Resources department will continue to identify Lubbock County as an equal opportunity employer.
- b. The Countys Human Resources department makes recommendations to the Commissioners Court and other department leaders with the goal of achieving competitive compensation for all positions.
- c. In 2025 and 2026, our organizations action plan is to post and advertise open positions on multiple venues that will attract Hispanic Females to our applicant pool. Venues include the following: NeoGov application system which utilizes Governmentjobs.com, Lubbock Countys LinkedIn, Facebook and Instagram social media platforms, Texas Workforce Commissions Work In Texas job board, regional universities job boards, targeted television ads, and local job fairs.
- d. Implementing the Tyler Munis Human Capital Management software to develop, train and consider internal candidates for promotional opportunities.
- e. The county funds a full-time Recruitment and Marking Coordinator to create innovative and targeted job advertisements, brand the county as an equal opportunity employer, and increase the number of diverse applicants to the County. The County has already increased its online footprint by increasing its reach by an average of 4.5% in one year leading to an increase in applications of approximately 30% year over year.

**6. To encourage Black Females to apply in the Protective Services: Sworn and Technicians job categories.**

- a. The Countys Human Resources department will continue to identify Lubbock County as an equal opportunity employer.
- b. The Countys Human Resources department makes recommendations to the Commissioners Court and other department leaders with the goal of achieving competitive compensation for all positions.
- c. In 2025 and 2026, our organizations action plan is to post and advertise open positions on multiple venues that will attract Black Females to our applicant pool. Venues include the following: NeoGov application system which utilizes Governmentjobs.com, Lubbock Countys LinkedIn, Facebook and Instagram social media platforms, Texas Workforce Commissions Work In Texas job board, regional universities job boards, targeted television ads, and local job fairs.
- d. Implementing the Tyler Munis Human Capital Management software to develop, train and consider internal candidates for promotional opportunities.
- e. The county funds a full-time Recruitment and Marking Coordinator to create innovative and targeted job advertisements, brand the county as an equal opportunity employer, and increase the number of diverse applicants to the County. The County has already increased its online footprint by increasing its reach by an average of 4.5% in one year leading to an increase in applications of approximately 30% year over year.

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**7. To encourage Asian Females to apply in the Protective Services: Non-Sworn and Professional job categories.**

- a. The Countys Human Resources department will continue to identify Lubbock County as an equal opportunity employer.
- b. The Countys Human Resources department makes recommendations to the Commissioners Court and other department leaders with the goal of achieving competitive compensation for all positions.
- c. In 2025 and 2026, our organizations action plan is to post and advertise open positions on multiple venues that will attract Asian Females to our applicant pool. Venues include the following: NeoGov application system which utilizes Governmentjobs.com, Lubbock Countys LinkedIn, Facebook and Instagram social media platforms, Texas Workforce Commissions Work In Texas job board, regional universities job boards, targeted television ads, and local job fairs.
- d. Implementing the Tyler Munis Human Capital Management software to develop, train and consider internal candidates for promotional opportunities.
- e. The county funds a full-time Recruitment and Marking Coordinator to create innovative and targeted job advertisements, brand the county as an equal opportunity employer, and increase the number of diverse applicants to the County. The County has already increased its online footprint by increasing its reach by an average of 4.5% in one year leading to an increase in applications of approximately 30% year over year.

**Section 7: Dissemination Strategy: Internal**

1. Distribute a hard copy of the EEO Utilization Report to the Commissioner's Court.
2. Present the results at management meetings. The results will be communicated at the appropriate in-house communication forums.
3. A hard copy will be filed in the Human Resources office and made available upon request.
4. The EEO Utilization Report will also be made available on Lubbock County's website for all employees to view.

**Section 7: Dissemination Strategy: External**

1. We will communicate the results to our recruitment partners and other agencies as appropriate.
2. The EEO Utilization Report will be made available on Lubbock County's website for the public to view.

**Utilization Analysis Chart**  
**Relevant Labor Market: Lubbock County**  
**, Texas**

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 #/%	16/38%	1/2%	2/5%	0/0%	0/0%	0/0%	0/0%	16/38%	6/14%	1/2%	0/0%	0/0%	0/0%	0/0%
CLS #/%	6,695/42%	1,985/13%	250/2%	4/0%	140/1%	10/0%	150/1%	4,500/29%	1,560/10%	250/2%	20/0%	125/1%	0/0%	85/1%
Utilization #/%	-4%	-10%	3%	-0%	-1%	-0%	-1%	10%	4%	1%	-0%	-1%	0%	-1%
<b>Professionals</b>														
Workforce #/%	37/20%	23/13%	2/1%	1/1%	1/1%	0/0%	2/1%	73/40%	35/19%	6/3%	0/0%	0/0%	0/0%	1/1%
CLS #/%	8,080/27%	2,020/7%	650/2%	10/0%	945/3%	0/0%	265/1%	12,455/42%	3,500/12%	660/2%	35/0%	615/2%	4/0%	150/1%
Utilization #/%	-7%	6%	-1%	1%	-3%	0%	0%	-2%	7%	1%	-0%	-2%	-0%	0%
<b>Technicians</b>														
Workforce #/%	29/46%	14/22%	4/6%	0/0%	1/2%	0/0%	1/2%	8/13%	5/8%	0/0%	0/0%	0/0%	0/0%	1/2%
CLS #/%	2,795/25%	2,455/22%	380/3%	0/0%	105/1%	0/0%	35/0%	2,370/21%	2,215/20%	625/6%	10/0%	145/1%	0/0%	20/0%
Utilization #/%	21%	0%	3%	0%	1%	0%	1%	-9%	-12%	-6%	-0%	-1%	0%	1%
<b>Protective Services: Sworn</b>														
Workforce #/%	102/47%	61/28%	6/3%	0/0%	1/0%	0/0%	2/1%	18/8%	22/10%	4/2%	0/0%	0/0%	0/0%	1/0%
CLS #/%	1,370/50%	585/22%	140/5%	20/1%	0/0%	0/0%	20/1%	240/9%	175/6%	165/6%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-3%	7%	-2%	-1%	0%	0%	0%	-1%	4%	-4%	0%	0%	0%	0%
<b>Protective Services: Non-sworn</b>														
Workforce #/%	129/27%	120/25%	41/9%	2/0%	0/0%	0/0%	4/1%	58/12%	92/19%	23/5%	2/0%	0/0%	0/0%	5/1%
CLS #/%	85/22%	55/15%	4/1%	0/0%	0/0%	0/0%	0/0%	180/47%	20/5%	10/3%	0/0%	25/7%	0/0%	0/0%
Utilization #/%	5%	11%	8%	0%	0%	0%	1%	-35%	14%	2%	0%	-7%	0%	1%
<b>Administrative Support</b>														
Workforce #/%	18/7%	8/3%	2/1%	0/0%	1/0%	0/0%	2/1%	107/41%	104/40%	13/5%	0/0%	1/0%	0/0%	2/1%
CLS #/%	8,790/24%	4,405/12%	670/2%	90/0%	220/1%	4/0%	195/1%	12,750/35%	7,650/21%	1,600/4%	75/0%	250/1%	0/0%	245/1%

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
Utilization #/%	-17%	-9%	-1%	-0%	-0%	-0%	0%	7%	20%	1%	-0%	-0%	0%	0%
<b>Skilled Craft</b>														
Workforce #/%	50/52%	37/38%	6/6%	1/1%	0/0%	1/1%	1/1%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	5,940/46%	5,460/43%	400/3%	45/0%	40/0%	30/0%	125/1%	210/2%	485/4%	35/0%	0/0%	10/0%	10/0%	35/0%
Utilization #/%	5%	-4%	3%	1%	-0%	1%	0%	-1%	-4%	-0%	0%	-0%	-0%	-0%
<b>Service/Maintenance</b>														
Workforce #/%	17/23%	29/39%	5/7%	0/0%	0/0%	0/0%	0/0%	4/5%	12/16%	7/9%	0/0%	0/0%	1/1%	0/0%
CLS #/%	9,140/23%	9,615/25%	2,055/5%	45/0%	440/1%	0/0%	280/1%	6,960/18%	8,245/21%	1,650/4%	10/0%	450/1%	10/0%	105/0%
Utilization #/%	-1%	14%	1%	-0%	-1%	0%	-1%	-13%	-5%	5%	-0%	-1%	1%	-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 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: Rachel Dominguez

Human Resources Manager

11-18-2024

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[signature]

[title]

[date]