

EEO Utilization Report

Organization Information

Name: Lubbock County

City: Lubbock

State: TX

Zip: 79401

Type: County/Municipal Government (not law enforcement)

Thu 05-13-2021 09:49:22 EDT

Step 1: Introductory Information

Policy Statement:

Step 1: Introductory Information

Policy Statement:

Lubbock County prohibits discrimination against any person in job structuring, recruitment, examination, selection, appointment, placement, training, upward mobility, discipline, or any other aspect of personnel administration based on race, age, religion, color, disability, national origin, sex, or genetic information. The County prohibits retaliation or discrimination against any employee for reporting an unlawful or discriminatory employment practice, for participating in an investigation of an allegation or discrimination, or for any other reason.

Step 4b: Narrative of Interpretation

"Please see the attached hard copy document"

Following File has been uploaded:Lubbock County Underutilization Analysis Narrative 2020.docx

Step 5: Objectives and Steps

1. To encourage White Females to apply in Technician and Service/Maintenance job categories.

- a. 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 2021 and 2022, 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, Job Spot, and local job fairs.
- d. Implementing the Tyler Munis Human Capital Management software to develop, train and consider internal candidates for promotional opportunities.

2. To encourage Black Females to apply in the Protective Services: Non-Sworn job categories.

- a. 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 2021 and 2022, 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, Southwest Digest newspaper, Texas Workforce Commissions Work In Texas job board, regional universities job boards, targeted television ads, Job Spot, and local job fairs.
- d. Implementing the Tyler Munis Human Capital Management software to develop, train and consider internal candidates for promotional opportunities.

3. To encourage White Males to apply in the Protective Services: Non-Sworn and Administrative Support job categories.

- a. 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 a goal of achieving competitive compensation for all positions.
- c. In 2021 and 2022, 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, Job Spot, local job fairs, and other institutions with a Criminal Justice program.
- d. Implementing the Tyler Munis Human Capital Management software to develop, train and consider internal candidates for promotional opportunities.

4. To encourage Hispanic Males to apply in the Administrative Support job categories.

- a. 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 2021 and 2022, 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, Latino Lubbock Monthly magazine, Telemundo TV, Texas Workforce Commissions Work In Texas job board, regional universities job boards, Job Spot, and local job fairs.
- d. Implementing the Tyler Munis Human Capital Management software to develop, train and consider internal candidates for promotional opportunities

5. To encourage Asian Males to apply in the Professionals job categories.

- a. 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 a goal of achieving competitive compensation for all positions.
- c. In 2021 and 2022, 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, Job Spot, and local job fairs.
- d. Implementing the Tyler Munis Human Capital Management software to develop, train and consider internal candidates for promotional opportunities.

6. To encourage White Females to apply in the Protective Services: Non-Sworn job categories.

- a. 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 a goal of achieving competitive compensation for all positions.
- c. In 2021 and 2022, our organizations action plan is to post and advertise open positions on multiple venues that will attract additional 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, Job Spot, and local job fairs.
- d. Implementing the Tyler Munis Human Capital Management software to develop, train and consider internal candidates for promotional opportunities.

Step 6: Internal Dissemination

1. Distribute a hard copy of the EEOP 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 in the Human Resources office and made available upon request to employees.

Step 7: External Dissemination

Lubbock County will communicate the results of the report to the general public by uploading it to the Lubbock County website.

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
Officials/Administrators																
Workforce #/%	16/41%	1/3%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	17/44%	4/10%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	6,440/50%	1,130/9%	185/1%	35/0%	120/1%	0/0%	39/0%	15/0%	3,440/26%	1,205/9%	230/2%	0/0%	150/1%	10/0%	8/0%	0/0%
Utilization #/%	-8%	-6%	1%	-0%	-1%	0%	-0%	-0%	17%	1%	-2%	0%	-1%	-0%	-0%	0%
Professionals																
Workforce #/%	62/28%	16/7%	6/3%	0/0%	0/0%	0/0%	2/1%	0/0%	96/43%	31/14%	8/4%	1/0%	2/1%	0/0%	0/0%	0/0%
CLS #/%	7,245/31%	1,040/4%	265/1%	20/0%	710/3%	0/0%	24/0%	25/0%	10,670/46%	1,945/8%	585/3%	205/1%	460/2%	0/0%	40/0%	10/0%
Utilization #/%	-3%	3%	2%	-0%	-3%	0%	1%	-0%	-3%	5%	1%	-0%	-1%	0%	-0%	-0%
Technicians																
Workforce #/%	30/58%	9/17%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%	6/12%	2/4%	2/4%	0/0%	1/2%	0/0%	1/2%	0/0%
CLS #/%	1,090/26%	590/14%	80/2%	15/0%	110/3%	0/0%	25/1%	4/0%	1,670/39%	500/12%	125/3%	10/0%	10/0%	0/0%	4/0%	0/0%
Utilization #/%	32%	3%	0%	-0%	-3%	0%	-1%	-0%	-28%	-8%	1%	-0%	2%	0%	2%	0%
Protective Services:																
Sworn																
Workforce #/%	121/53%	52/23%	9/4%	0/0%	0/0%	0/0%	1/0%	0/0%	20/9%	20/9%	4/2%	0/0%	0/0%	0/0%	1/0%	0/0%
CLS #/%	1,335/52%	600/23%	140/5%	10/0%	25/1%	0/0%	0/0%	10/0%	180/7%	180/7%	60/2%	0/0%	0/0%	0/0%	20/1%	0/0%
Utilization #/%	1%	-1%	-2%	-0%	-1%	0%	0%	-0%	2%	2%	-1%	0%	0%	0%	-0%	0%
Protective Services: Non-Sworn																
Workforce #/%	127/30%	114/27%	34/8%	2/0%	2/0%	0/0%	2/0%	0/0%	60/14%	63/15%	22/5%	1/0%	0/0%	0/0%	3/1%	0/0%
Civilian Labor Force #/%	55/65%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	20/24%	0/0%	10/12%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-35%	27%	8%	0%	0%	0%	0%	0%	-10%	15%	-7%	0%	0%	0%	1%	0%
Administrative Support																
Workforce #/%	31/10%	18/6%	3/1%	0/0%	1/0%	0/0%	1/0%	0/0%	137/43%	104/33%	14/4%	2/1%	2/1%	0/0%	2/1%	0/0%
CLS #/%	10,160/26	4,055/10	645/2%	40/0%	325/1%	35/0%	155/0%	0/0%	15,470/39	6,690/17	1,430/4%	70/0%	175/0%	10/0%	235/1%	4/0%

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 #/%	-15%	-5%	-1%	-0%	-1%	-0%	-0%	0%	4%	15%	1%	0%	0%	-0%	0%	-0%		
Skilled Craft																		
Workforce #/%	42/57%	23/31%	7/9%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%		
CLS #/%	6,150/52%	4,675/39%	345/3%	50/0%	65/1%	10/0%	55/0%	35/0%	380/3%	160/1%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%		
Utilization #/%	5%	-8%	7%	1%	-1%	-0%	-0%	-0%	-3%	0%	0%	0%	0%	0%	0%	0%		
Service/Maintenance																		
Workforce #/%	18/25%	24/33%	5/7%	0/0%	0/0%	0/0%	0/0%	0/0%	5/7%	16/22%	5/7%	0/0%	0/0%	0/0%	0/0%	0/0%		
CLS #/%	9,500/26%	9,225/25%	1,505/4%	35/0%	250/1%	10/0%	170/0%	60/0%	6,750/18%	7,300/20%	1,740/5%	85/0%	225/1%	10/0%	165/0%	70/0%		
Utilization #/%	-1%	8%	3%	-0%	-1%	-0%	-0%	-0%	-11%	2%	2%	-0%	-1%	-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
Professionals					✓											
Technicians									✓							
Protective Services: Non-sworn	✓								✓		✓					
Administrative Support	✓	✓														
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 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: Venessa Carter

Human Resources Manager

12-02-2020

[signature]

[title]

[date]