

EEO Utilization Report



Organization Information

Name: Jefferson Parish Sheriff's Office

City: Harvey

State: LA

Zip: 70058

Type: County/Municipal Law Enforcement

Step 1: Introductory Information

Policy Statement:

see the attached policy

Following File has been uploaded:JPSO Equal Employment Opportunity Policy.docx

Jefferson Parish Sheriff's Office
Equal Employment Opportunity Policy

The Jefferson Parish Sheriff's Office is committed to providing a non-discriminatory employment environment for its employees.

The policy of the Jefferson Parish Sheriff's Office is to fully comply with applicable federal, state and local laws, rules and regulations in the area of non-discrimination in employment. Discrimination against employees and applicants, due to race, color, religion, sex (including sexual harassment), national origin, disability, age (40 years or older), military and veteran status is prohibited. Violations of this policy will be subject to discipline, up to and including termination.

Equal employment opportunity and non-discriminatory commitments include, but are not limited to, the areas of hiring, promotion, demotion or transfer, recruitment, discipline, layoff or termination, rate of compensation and training.

All employees are expected to comply with this Equal Employment Opportunity Policy. Managers and supervisors are expected to cooperate fully in meeting the Jefferson Parish Sheriff Office's equal employment opportunity objectives.

Any employee who believes he or she has been discriminated against must immediately report any incident to their supervisor, or any other supervisor (if the complaint involves their supervisor), or to the Internal Affairs Division. The Jefferson Parish Sheriff's Office will not tolerate retaliation against any employee who reports acts of discrimination or provides information in connection with any such complaint.

If you have any questions regarding this policy, please contact the Human Resources Director.

Step 4b: Narrative of Interpretation

see Narrative attached

Following File has been uploaded:JPSP EEOP - Step 4b - Narrative of Underutilization Analysis.pdf

Step 5: Objectives and Steps

1. Target Hispanic Males

a. There are several business groups in the area that cater to the Hispanic community. We will contact them to see if there is a way to advertise in their newsletters or to address their communities to recruit more Hispanics into our workforce.

2. 1. Target Females, primarily White, Hispanic, and Black or African American

a. When sending employees to represent our department at job fairs, we have maintained a practice of sending a diverse group of people, including females. Our hope is that these female officers may be able to connect with possible female candidates that many not have initially considered a career in law enforcement.

b. There are also some schools (mostly private) that are exclusively female and we have send and will continue to send representatives to their career days.

c. We also utilize an advertising firm for recruiting literature and commercials. We have instructed them to focus next year's campaign on females of all persuasions.

Step 6: Internal Dissemination

1. Distributing a copy of the EEOP Report to all employees in a supervisory position,
2. Distribute a copy of the EEOP Report to the HR Department so that they know what our goals and objectives are,
3. Posting the EEOP Report on the JPSO intranet, an in-house, electronic communication service that only employees can access, and;
4. Sending electronic memoranda to every employee stating that a copy is available on request in the JPSO Human Resources office.

Step 7: External Dissemination

1. Notifying applicants, vendors and contractors in writing that the recipient has developed an EEOP Report and that it is available on request from HR for review;
2. Posting a copy of the Report on JPSO's public website; and
3. Making copies of the EEOP Report available in the HR waiting area.
4. Posting on the bulletin boards in our public areas that the EEOP plan is available and how to obtain a copy.

**JEFFERSON PARISH SHERIFF'S OFFICE
EEO UTILIZATION REPORT**

Step 4b: Narrative of Underutilization Analysis

In reviewing the Utilization Analysis Chart: Two or More Standard Deviations, there are several Job Categories with deviations of more than two points from the community charts.

Professionals - This category includes law enforcement rank (Majors, Captains, and Lieutenants), section commanders, and trade professionals, such as lawyers, accountants, etc. Per the Utilization Reports, JPSO is showing underutilization of Females, particularly White Females (-27%), Hispanic Females (-4%), and Black Females (-7%). Most Law Enforcement Rank positions are given to employees who have seniority and have passed all required promotional exams. Given the propensity for there to be more males in a law enforcement agency, the rank is primarily males. JPSO will examine its recruitment, promotional, and retention practices to see if there may be ways to attract more Females and to have them stay on the force long enough to obtain rank or command positions within the organization.

Technicians - This category includes low level law enforcement rank (Sergeants), Firing Range and Training Academy Instructors, IT/Computer positions, Crime Lab positions, Fingerprint ID positions, Radio Operators, tax collectors, process servers, etc. Per the Utilization Reports, JPSO is showing underutilization of Females, particularly White Females (-18%) and Black Females (-9%). Again, most Law Enforcement Rank positions are given to employees who have seniority and have passed all required promotional exams. Given the propensity for there to be more males in a law enforcement agency, the rank of Sergeant is primarily males. These positions skew this category to the male side. However; JPSO will examine its recruitment, promotional, and retention practices to see if there may be ways to attract more Females and to have them stay on the force long enough to obtain rank or command positions within the organization.

Protective Services - Sworn Patrol Officers - This category includes patrol level officers (sheriff's deputies), traffic deputies, detectives, crime scene technicians, corrections officers, etc. Per the Utilization Reports, JPSO is showing underutilization of Hispanic Males (-13%), Asian Males (-1%), White Females (-8%), Black Females (-4%), and Asian Females (-1%). The deviations on the Asian categories are only 1% off from the market and will not be addressed. The problem with the underutilization of Hispanic Males has more to do with their feelings toward law enforcement, given the anti-Hispanic rhetoric being espoused by the current Federal Government Administration. Hispanics in our area are very wary and concerned about the anti-immigration and anti-Hispanic mood and do not appear to be applying for positions within our department. The underutilization of White and Black Females has more to do with the duties of a law enforcement officer not appealing to most women. In addition, given the recent increase in attacks on law enforcement officers, especially those that are on single man patrols, seems to have caused women to shy away from this profession overall.

JPSO will examine its recruitment, promotional, and retention practices to see if there may be ways to attract more Hispanics and Females into the law enforcement profession. There is a growing Hispanic population in the City of Kenner on the Eastbank of our Parish. We will attempt to contact some of their community groups to discuss recruitment into the ranks.

Administrative Support - This category includes clerks, secretaries, dispatchers, 911 call-takers, evidence custodians, and radio operators. Per the Utilization Reports, JPSO is showing underutilization of White Males (-19%), Hispanic Males (-3%), Black Males (-4%), and Hispanic Females (-3%). The majority of the positions in this category are historically held by females. The positions are in office settings and typically require data collection and input (i.e., non-physical tasks). The pay for these positions is also on the low end of the spectrum, which means that the traditional head-of-household would not apply for them.

Utilization Analysis Chart
Relevant Labor Market: Jefferson Parish, Louisiana

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 #/%	8/73%	1/9%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/9%	1/9%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	10,690/48%	875/4%	1,195/5%	95/0%	245/1%	0/0%	80/0%	45/0%	6,075/27%	585/3%	1,840/8%	40/0%	305/1%	0/0%	130/1%	25/0%
Utilization #/%	25%	5%	-5%	-0%	-1%	0%	-0%	-0%	-18%	6%	-8%	-0%	-1%	0%	-1%	-0%
Professionals																
Workforce #/%	86/75%	0/0%	5/4%	0/0%	0/0%	0/0%	0/0%	0/0%	17/15%	0/0%	6/5%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	9,470/31%	580/2%	1,115/4%	15/0%	805/3%	0/0%	40/0%	45/0%	12,650/42%	1,210/4%	3,590/12%	85/0%	550/2%	0/0%	59/0%	95/0%
Utilization #/%	44%	-2%	1%	-0%	-3%	0%	-0%	-0%	-27%	-4%	-7%	-0%	-2%	0%	-0%	-0%
Technicians																
Workforce #/%	148/56%	6/2%	19/7%	0/0%	3/1%	0/0%	0/0%	0/0%	59/22%	6/2%	20/8%	2/1%	2/1%	0/0%	0/0%	0/0%
CLS #/%	1,720/28%	75/1%	365/6%	10/0%	75/1%	0/0%	25/0%	0/0%	2,440/40%	195/3%	1,010/17%	4/0%	160/3%	0/0%	0/0%	0/0%
Utilization #/%	28%	1%	1%	-0%	-0%	0%	-0%	0%	-18%	-1%	-9%	1%	-2%	0%	0%	0%
Protective Services: Sworn-Officials																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	1,930/52%	100/3%	665/18%	0/0%	0/0%	0/0%	35/1%	0/0%	345/9%	30/1%	545/15%	0/0%	0/0%	10/0%	20/1%	0/0%
Utilization #/%																
Protective Services: Sworn-Patrol Officers																
Workforce #/%	360/47%	18/2%	145/19%	0/0%	4/1%	0/0%	0/0%	0/0%	70/9%	5/1%	157/21%	0/0%	1/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	5,040/26%	3,040/15%	4,230/21%	45/0%	330/2%	0/0%	55/0%	85/0%	3,380/17%	900/5%	2,270/12%	55/0%	160/1%	0/0%	65/0%	35/0%
Utilization #/%	22%	-13%	-2%	-0%	-1%	0%	-0%	-0%	-8%	-4%	9%	-0%	-1%	0%	-0%	-0%
Protective Services: Non-sworn																

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
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	55/38%	10/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	15/10%	0/0%	65/45%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%																
Administrative Support																
Workforce #/%	12/5%	0/0%	6/2%	0/0%	0/0%	0/0%	0/0%	0/0%	149/62%	3/1%	67/28%	0/0%	3/1%	1/0%	1/0%	0/0%
CLS #/%	14,080/24%	1,445/3%	3,910/7%	75/0%	640/1%	0/0%	30/0%	125/0%	23,630/41%	2,550/4%	9,860/17%	220/0%	655/1%	0/0%	310/1%	50/0%
Utilization #/%	-19%	-3%	-4%	-0%	-1%	0%	-0%	-0%	21%	-3%	11%	-0%	0%	0%	-0%	-0%
Skilled Craft																
Workforce #/%	21/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	13,940/56%	4,505/18%	4,315/17%	25/0%	485/2%	0/0%	185/1%	145/1%	460/2%	410/2%	365/1%	15/0%	55/0%	0/0%	0/0%	25/0%
Utilization #/%	44%	-18%	-17%	-0%	-2%	0%	-1%	-1%	-2%	-2%	-1%	-0%	-0%	0%	0%	-0%
Service/Maintenance																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	13,495/27%	3,460/7%	10,140/20%	195/0%	1,430/3%	0/0%	95/0%	130/0%	9,445/19%	2,475/5%	8,305/16%	145/0%	1,030/2%	0/0%	170/0%	75/0%
Utilization #/%																

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-Patrol Officers		✓			✓				✓	✓			✓			
Administrative Support	✓	✓	✓							✓						

Law Enforcement Category Rank 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
Protective Services: Sworn-Patrol Officers																
Workforce #/%	360/47%	18/2%	145/19%	0/1%	4/1%	0/0%	0/0%	0/0%	70/9%	5/1%	157/21%	0/0%	1/0%	0/0%	0/0%	0/0%

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.


[signature] PAUL RIVERA


[title] CPO


[date] 8/3/17