

# EEOP Utilization Report



Wed Sep 07 14:39:07 EDT 2016

## Step 1: Introductory Information

<b>Grant Title:</b>	Violence Against Women	<b>Grant Number:</b>	2015-VAWA-09
<b>Grantee Name:</b>	Clark County District Attorney's Office	<b>Award Amount:</b>	\$50,375.00
<b>Grantee Type:</b>	Local Government Agency		
<b>Address:</b>	200 Lewis Avenue Las Vegas, Nevada 89155		
<b>Contact Person:</b>	Patty Cummings	<b>Telephone #:</b>	702-671-0988
<b>Contact Address:</b>	200 Lewis Avenue Las Vegas, Nevada 89155		
<b>State Granting Agency:</b>	State of Nevada, Office of Attorney General	<b>Grant Number:</b>	2015-VAWA-09
<b>Contact Name:</b>	Debbie Tanaka		
<b>Contact Address:</b>	100 N. Carson Street Carson City, Nevada 89701		
<b>Telephone #:</b>	775-684-1119		

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### Policy Statement:

Clark County and the District Attorney's Office is an equal opportunity employer and will not discriminate on the basis of race, color, religion, sex, age, national origin, disability status, sexual orientation, gender identity or expression, or genetic information in employment. In accordance with State and/or Federal laws, the Board of County Commissioners is committed to an Equal Opportunity, Affirmative Action and Sexual Harassment Policy, which prohibit unlawful discrimination in the workplace.

## **Step 4b: Narrative Underutilization Analysis**

A comparison of the Clark County District Attorney's Office workforce to the relevant labor market in Clark County concludes:

\* White males were underutilized in the following job categories: Officials/Administrators (-24%) and Administrative Support (-16%).

\* Hispanic males were underutilized in the following job category:  
Administrative Support (-5%).

The Clark County District Attorney's Office remains committed to meeting utilization goals so that its workforce more closely reflects the available labor market in Clark County. It is the Clark County District Attorney's Office goal to increase representation in these areas and ensure that the impacted groups receive equal opportunity to secure employment and advancement.

## **Step 5 & 6: Objectives and Steps**

**1. To encourage White males to apply for vacancies in the Officials/Administrators and Administrative Support job categories. And, encourage Hispanic males to apply for vacancies in the Administrative Support job category.**

- a. The District Attorney's Office will continue to work with the Clark County Human Resources Office in its recruitment efforts to recruit qualified and diverse applicants, it is our goal to work closely with the Human Resources Office to increase representation by evaluating our recruitment practices to ensure that White and Hispanic males receive equal opportunity to secure employment in these job categories.
- b. The District Attorney's Office will be participating in outreach efforts to include attending local job fairs; partnering with the local community colleges and universities including military organizations, for example, United Service Organization (USO).
- c. The District Attorney's Office will continue to work with the Department of Human Resources in advertising its job openings both internally and externally to include advertising in social media.

## **Step 7a: Internal Dissemination**

The EEOP Utilization report will be maintained in the District Attorney's Office including the Clark County Office of Diversity and the Clark County Human Resources Office. The EEOP Utilization report will be uploaded and available on the District Attorney's Intranet and Internet webpages, accessible to employees. The District Attorney's Office will send an email notification to its employees notifying them that the EEOP Utilization report is accessible and available on the District Attorney's Office department webpage (both internal and external). The webpages will have information on how to obtain a copy of the report including downloading a copy or by requesting a copy from the District Attorney's Office, Clark County's Office of Diversity, and/or Clark County Human Resources Office.

## **Step 7b: External Dissemination**

The EEOP Utilization report will be maintained in the District Attorney's Office including the Clark County Office of Diversity and the Clark County Human Resources Office. The EEOP Utilization report will be posted on the District Attorney's Office webpage (external) that can be accessed by the public including contractors. The District Attorney's Office will post notices in department bulletin boards throughout the department notifying employees and the public including contractors that the EEOP Utilization report is accessible and available on the District Attorney's Office Internet webpage. And, that they can obtain a copy of the report by downloading a copy or in the alternative contacting the District Attorney's Office including the Clark County Office of Diversity, and/or the Clark County Human Resources.



**Utilization Analysis Chart  
Relevant Labor Market: Clark County, Nevada**

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 #/%	8/21%	1/3%	1/3%	0/0%	1/3%	0/0%	0/0%	0/0%	21/54%	3/8%	3/8%	0/0%	1/3%	0/0%	0/0%	0/0%
CLS #/%	42,160/44%	6,080/6%	3,400/4%	355/0%	3,540/4%	135/0%	515/1%	335/0%	25,710/27%	3,045/3%	3,045/3%	205/0%	2,575/3%	150/0%	595/1%	320/0%
Utilization #/%	-24%	-4%	-1%	-0%	-1%	-0%	-1%	-0%	27%	2%	4%	-0%	-0%	-0%	-1%	-0%
<b>Professionals</b>																
Workforce #/%	91/27%	10/3%	12/4%	3/1%	9/3%	0/0%	0/0%	0/0%	120/36%	27/8%	44/13%	3/1%	19/6%	0/0%	0/0%	0/0%
CLS #/%	36,705/32%	4,740/4%	4,045/3%	120/0%	5,540/5%	200/0%	725/1%	435/0%	40,895/35%	6,790/6%	5,435/5%	275/0%	7,745/7%	290/0%	1,085/1%	780/1%
Utilization #/%	-5%	-1%	0%	1%	-2%	-0%	-1%	-0%	0%	2%	8%	1%	-1%	-0%	-1%	-1%
<b>Technicians</b>																
Workforce #/%	2/10%	3/14%	1/5%	0/0%	0/0%	0/0%	0/0%	0/0%	8/38%	4/19%	2/10%	0/0%	1/5%	0/0%	0/0%	0/0%
CLS #/%	6,220/31%	1,520/8%	775/4%	40/0%	1,330/7%	30/0%	155/1%	130/1%	5,345/27%	1,295/7%	1,215/6%	10/0%	1,500/8%	85/0%	105/1%	125/1%
Utilization #/%	-22%	7%	1%	-0%	-7%	-0%	-1%	-1%	11%	13%	3%	-0%	-3%	-0%	-1%	-1%
<b>Protective Services: Sworn</b>																
Workforce #/%	0/0%	0/0%	1/100%	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%
CLS #/%	13,900/51%	2,920/11%	3,200/12%	180/1%	1,200/4%	145/1%	400/1%	295/1%	2,980/11%	625/2%	820/3%	20/0%	235/1%	50/0%	90/0%	20/0%
Utilization #/%	-51%	-11%	88%	-1%	-4%	-1%	-1%	-1%	-11%	-2%	-3%	-0%	-1%	-0%	-0%	-0%
<b>Protective Services: Non-sworn</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
Civilian Labor Force #/%	655/29%	190/9%	230/10%	20/1%	85/4%	0/0%	0/0%	10/0%	605/27%	110/5%	205/9%	15/1%	80/4%	20/1%	0/0%	0/0%
Utilization #/%																
<b>Administrative Support</b>																
Workforce #/%	13/5%	3/1%	7/3%	0/0%	4/2%	0/0%	0/0%	0/0%	104/43%	44/18%	42/18%	1/0%	22/9%	0/0%	0/0%	0/0%
CLS #/%	53,410/22%	16,225/7%	8,525/3%	345/0%	7,730/3%	605/0%	1,280/1%	1,040/0%	87,385/36%	31,630/13%	15,995/7%	1,025/0%	13,600/6%	1,495/1%	2,150/1%	1,485/1%


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 #/%	-16%	-5%	-1%	-0%	-2%	-0%	-1%	-0%	5%	11%	-0%	4%	-1%	-1%	-1%	-1%
<b>Skilled Craft</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	41,675/48%	32,650/38%	3,650/4%	600/1%	2,415/3%	505/1%	660/1%	375/0%	1,050/1%	440/1%	15/0%	340/0%	40/0%	55/0%	15/0%	15/0%
Utilization #/%																
<b>Service/Maintenance</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	70,470/23%	72,370/23%	16,275/5%	695/0%	16,265/5%	1,240/0%	1,620/1%	1,730/1%	48,195/16%	11,630/4%	535/0%	16,725/5%	710/0%	1,235/0%	1,155/0%	1,155/0%
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
Officials/Administrators	✓															
Administrative Support	✓	✓														

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 EEOP Utilization Report.

I have reviewed the foregoing EEOP Utilization Report and certify the accuracy of the reported workforce data and our organization's employment policies.

  
\_\_\_\_\_  
[signature]

*HR Director*  
\_\_\_\_\_  
[title]

*9/7/16*  
\_\_\_\_\_  
[date]