

Information Regarding Clark County's EEOP Utilization Report

Clark County is required under federal regulations to develop and maintain an *Equal Employment Opportunity Plan (EEOP) Utilization Report* stemming from its receipt of federal funding under the Omnibus Crime Control and Safe Streets Act of 1968. The purpose of the EEOP Utilization Report is to analyze employment data to ensure equal employment opportunities to men and women regardless of sex, race, or national origin. The EEOP Utilization Report includes Clark County's workforce compared to the Clark County labor market statistics (*the labor market statistics were provided by the Department of Justice based on the 2010 Census data for Clark County*). The report will be available on the Clark County's Office of Diversity Internet and Intranet websites, respectively. You can also request a copy from the Clark County Office of Diversity (455-5760) **or** the Clark County Human Resources Office (455-4565).

If you have any questions, please contact the Office of Diversity at (702) 455-5760.

EEO Utilization Report

Organization Information

Name: Clark County

City: Las Vegas

State: NV

Zip: 89155

Type: County/Municipal Government (not law enforcement)

Step 1: Introductory Information

Policy Statement:

Clark County, Nevada is an equal opportunity employer and will not discriminate on the basis of race, color, religion, sex including pregnancy, 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 Clark County Board of County Commissioners is committed to this Equal Opportunity, Non-Discrimination and Anti-Harassment Policy, which prohibits unlawful discrimination in the workplace.

Step 4b: Narrative of Interpretation

A comparison of Clark County's workforce to the community labor statistics for Clark County indicates an underutilization of women and minority individuals in some areas. Clark County has focused on underutilizations on two standard deviations or greater from the relevant workforce in reportable areas. The narrative below is based on a review of the Utilization Analysis Chart which identifies the following areas of such underutilization:

An underutilization of females was noted in five (5) job categories, as follows:

a. White females: Professionals (-9%); Technicians (-11%); Protective Services-Sworn (-5%); Protective Services- Non Sworn (-19%); and Service/Maintenance (-10%)

b. Hispanic females: Service/Maintenance (-8%)

c. Asian females: Professional (-4%); Technicians (-7%); Protective Services- Non Sworn (-4%); and Administrative Support (-4%); and Service/Maintenance (-5%)

Hispanic or Latino, Black or African American, and Asian males were underutilized in five (5) job categories, as follows:

d. Hispanic or Latino males: Skilled Craft (-18%); and Service/Maintenance (-7%)

e. Black or African American males: Protective Services: Non Sworn (-10%)

f. Asian males: Officials/Administrators (-3%); Professionals (-3%); Technicians (-4%); Protective Services- Sworn (-3%); Protective Services- Non Sworn (-4%); and Service/Maintenance (-4%)

Clark County remains committed to meeting utilization goals so that its workforce more closely reflects the available labor force in Clark County. It is the County's go to increase representation in these areas and ensure that under-represented groups receive equal opportunity to secure employment and advancement.

Step 5: Objectives and Steps

1. 1. To encourage females to apply for vacancies the the following job categories: Officials/Administrators, Professionals, Technicians, Protective Services- Sworn, Protective Services- Non Sworn, Administrative Support, and Service/Maintenance

a. a. Clark County will continue to focus its recruitment efforts in reaching a diverse population with an emphasis on the female population and respective under-represented groups.

b. Clark County will continue to post open positions on-line (and accept on-line applications) including using social media to reach a broader audience including maintaining membership with Careers in Government that uses technology for job advertisements.

c. Clark County will continue to provide the County's job openings/announcements to the Nevada Department of Employment, Training and Rehabilitation as well as other community groups specific to the underrepresented groups.

d. Clark County will advertise job openings specific to positions in the areas of Officials/Administrators, Professionals, Technicians, Protective Services Sworn and Non-Sworn, Administrative Support and Service/Maintenance in publications that focus on female and minority populations.

2. To encourage Hispanic or Latino, Black or African Americans, and Asian males to apply for vacancies in the Officials/Administrators, Professionals, Technicians, Protective Services Sworn and Non Sworn, Administrative Support, Skilled Craft, and Service Maintenance job categories

- a. Clark County will continue to focus on increasing the number of diverse qualified candidates by expanding recruitment efforts to reach a broader population in a continued effort to work toward increasing representation in the areas identified.
- b. Clark County will advertise job posting/vacancies in minority publications with an emphasis in Hispanic or Latino, Black, and Asian populations to increase representation of these groups in the job categories of Professionals, Technicians, Protective Services Sworn and Non Sworn, Administrative Support, Skilled Craft, and Service/Maintenance.
- c. Clark County Human Resources will work to develop and build relationships with Hispanic, Black, Asian, and other minority organizations to target underrepresented groups.
- d. Clark County will continue to participate in job fairs with the local colleges and universities to recruit qualified and diverse applicants for its job openings.

3. Evaluate Internal Recruitment Processes/Efforts

- a. Clark County will: a) continue to require management staff to participate in Fair Employment Law training on a continuous basis; b) continue to offer in-house training on best practices in the interview and selection process for Clark County employees; and engage in public outreach by providing a workshop on The Recruitment/Selection Process; c) participate in job fairs, career days, and youth programs; d) reach out to employees from underrepresented groups to assist in recruitment efforts such as job fairs, career days, and youth programs; e) focus on broadening recruitment efforts through the use of social media to reach underutilized groups. Human Resources representatives will audit hiring and promotional practices. In addition, Human Resources will continue to review job announcements to ensure that the requirements are job-related and consistent with the position.

Step 6: Internal Dissemination

The EEOP Utilization report will be maintained in the Clark County Office of Diversity and the Clark County Human Resources Office. The EEOP Utilization report will be uploaded and available on the County's Intranet and Internet sites, accessible to employees. Clark County respective websites will have information on how to request and obtain a hard copy of the report, i.e., by contacting the Clark County's Office of Diversity or the Clark County Human Resources Office. Employees will also be able to download a copy of the EEOP Utilization report directly from the website.

Step 7: External Dissemination

The EEOP Utilization report will be maintained in the Clark County Office of Diversity and the Clark County Human Resources Office. The EEOP Utilization report will be posted on the County's Internet website that can be accessed by the public including contractors. The County will post notices on County bulletin boards through out County buildings notifying employees and the public including contractors that the EEOP Utilization report is accessible and available on the County's Internet website. And, that a copy of the report can be obtained by visiting the Internet website and downloading a copy or in the alternative contacting the Clark County Office of Diversity and/or the Clark County Human Resources Office for a copy.

**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 | | | | |
| Officials/Administrators | | | | | | | | | | | | | | | | | | | | |
| Workforce #/% | 288/42% | 45/7% | 37/5% | 4/1% | 7/1% | 1/0% | 6/1% | 0/0% | 183/27% | 33/5% | 67/10% | 0/0% | 7/1% | 0/0% | 10/1% | 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% | 5,700/6% | 3,045/3% | 205/0% | 2,575/3% | 150/0% | 595/1% | 320/0% | | | | |
| Utilization #/% | -3% | 0% | 2% | 0% | -3% | 0% | 0% | -0% | -1% | -1% | 7% | -0% | -2% | -0% | 1% | -0% | | | | |
| Professionals | | | | | | | | | | | | | | | | | | | | |
| Workforce #/% | 964/25% | 239/6% | 230/6% | 9/0% | 68/2% | 14/0% | 62/2% | 0/0% | 1017/26% | 484/13% | 516/13% | 18/0% | 106/3% | 20/1% | 100/3% | 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 #/% | -7% | 2% | 2% | 0% | -3% | 0% | 1% | -0% | -9% | 7% | 9% | 0% | -4% | 0% | 2% | -1% | | | | |
| Technicians | | | | | | | | | | | | | | | | | | | | |
| Workforce #/% | 267/47% | 49/9% | 51/9% | 1/0% | 16/3% | 3/1% | 16/3% | 0/0% | 90/16% | 26/5% | 31/5% | 0/0% | 4/1% | 1/0% | 9/2% | 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 #/% | 16% | 1% | 5% | -0% | -4% | 0% | 2% | -1% | -11% | -2% | -1% | -0% | -7% | -0% | 1% | -1% | | | | |
| Protective Services: Sworn | | | | | | | | | | | | | | | | | | | | |
| Workforce #/% | 450/52% | 102/12% | 162/19% | 11/1% | 13/2% | 4/0% | 0/0% | 0/0% | 50/6% | 29/3% | 34/4% | 0/0% | 1/0% | 1/0% | 2/0% | 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 #/% | 1% | 1% | 7% | 1% | -3% | -0% | -1% | -1% | -5% | 1% | 1% | -0% | -1% | -0% | -0% | -0% | | | | |
| Protective Services: Non-sworn | | | | | | | | | | | | | | | | | | | | |
| Workforce #/% | 4/11% | 3/8% | 0/0% | 0/0% | 0/0% | 1/3% | 19/53% | 0/0% | 3/8% | 3/8% | 0/0% | 0/0% | 0/0% | 0/0% | 3/8% | 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 #/% | -18% | -0% | -10% | -1% | -4% | 3% | 53% | -0% | -19% | 3% | -9% | -1% | -4% | -1% | 8% | 0% | | | | |
| Administrative Support | | | | | | | | | | | | | | | | | | | | |
| Workforce #/% | 131/6% | 84/4% | 84/4% | 3/0% | 17/1% | 5/0% | 15/1% | 0/0% | 746/37% | 397/20% | 406/20% | 17/1% | 31/2% | 16/1% | 64/3% | 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 #/% | -13% | -2% | 1% | 0% | -2% | -0% | 0% | -0% | 7% | 11% | 0% | 0% | -1% | 0% | 2% | -1% |
| Skilled Craft | | | | | | | | | | | | | | | | |
| Workforce #/% | 196/61% | 64/20% | 28/9% | 4/1% | 5/2% | 3/1% | 9/3% | 0/0% | 6/2% | 2/1% | 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% | 1,940/2% | 1,050/1% | 15/0% | 340/0% | 40/0% | 40/0% | 55/0% | 15/0% |
| Utilization #/% | 13% | -18% | 5% | 1% | -1% | 0% | 2% | -0% | -0% | -1% | -0% | -0% | -0% | -0% | -0% | -0% |
| Service/Maintenance | | | | | | | | | | | | | | | | |
| Workforce #/% | 230/30% | 122/16% | 159/21% | 2/0% | 12/2% | 1/0% | 7/1% | 0/0% | 41/5% | 61/8% | 113/15% | 3/0% | 2/0% | 1/0% | 3/0% | 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% | 49,555/16% | 11,630/4% | 535/0% | 16,725/5% | 710/0% | 1,235/0% | 1,155/0% |
| Utilization #/% | 8% | -7% | 16% | 0% | -4% | -0% | 0% | -1% | -10% | -8% | 11% | 0% | -5% | -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 |
| Officials/Administrators | | | | | ✓ | | | | | | | | ✓ | | | |
| Professionals | ✓ | | | | ✓ | | ✓ | ✓ | | | | | ✓ | | | ✓ |
| Technicians | | | | | ✓ | | | ✓ | | | | | ✓ | | | |
| Protective Services: Sworn | | | | | ✓ | | ✓ | ✓ | | | | | ✓ | | | |
| Protective Services: Non-sworn | ✓ | | ✓ | | | | | | | | | | | | | |
| Administrative Support | ✓ | | | | ✓ | | ✓ | | | | | | ✓ | | | ✓ |
| Skilled Craft | | ✓ | | | | | | | | | | | | | | |
| 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.

 Director of Human Resources 7/20/19
[signature] [title] [date]

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Certified As Final By: Letty Bonilla

Manager, Office of Diversity

07-25-2019

[signature]

[title]

[date]