EEO Utilization Report

Organization Information

Name: CITY OF BATTLE GROUND

City: BATTLE GROUND

State: WA

Zip: 98604-2818

Type: County/Municipal Law Enforcement

Fri 10-27-2023 13:09:07 EDT

Section 1: EEO Policy Statement

Policy Statement:

See attached

Following File has been uploaded:1-Equal Employment Opportunity Unlawful Discrimination 3.3.2023 (002).pdf

Section 5: Narrative Interpretation of Data

1. Black or African American males were significantly under-represented in the Protective Services Sworn job classification (-16%).
2. White females were significantly under-represented in the Protective Services Sworn job classification (-27%).
3. White males were significantly under-represented in the Administrative Support job classification (-74%).

This is the City's first year submitting and reviewing this data. Improvements will be tracked.

Section 6: Objectives and Steps

1. 1. City of Battle Ground will focus attention on those groups that are under-represented as outlined in the Utilization Analysis Chart.

a. a. City of Battle Ground will work on expanding its web page for citizens. The web page will outline the federal and state laws that protect individuals from discrimination.
b. Exit Interviews - The City conducts exit interviews. Information from the interview is analyzed, including workforce demographics. Human Resources monitors and quickly responds to exit data that outlines potential discriminatory practices.

2. City of Battle Ground will ensure equal employment opportunites for all applicants and employees in all job categories regardless of race, color, religion, national origin,or sex.

a. a. Recruitment - The City will continue to expand job applicant pools to include more minorities and females in under-represented areas. The City will participate in outreach opportunities to reach diverse job seekers through social media, and other advertising opportunities.
b. Selection - The City will continue to oversee the hiring process for City employees to ensure equal employment opportunities for all applicants and employees in all job categories regardless of race and sex. This includes reviewing interview questions; training supervisors on EEO laws/regulations; reviewing any written exercises that may be administered; promoting the use of a diverse interview panel when interviewing/selecting candidates; and reviewing and approving all selection decisions before job offers. If there appears to be a violation of policy or EEO practices, HR investigates and, if needed, corrects any violations.

Section 7: Dissemination Strategy: Internal

City of Battle Ground's EEOP Utilization Report will be disseminated internally as follows:

1. Post a copy/link of the EEOP Utilization Report on City's intranet service, an in-house electronic communication network.
2. Have copies of the EEOP Utilization Report available upon request from HR.
3. During the bi-monthly management meeting, HR will advise the Department Directors the EEOP Utilization Report will be available for review on the City's intranet and upon request from HR.

Section 7: Dissemination Strategy: External

City of Battle Ground's EEOP Utilization Report will be disseminated externally as follows:

1. Post a copy of the EEOP Utilization Report on the City's internet (public website).
2. Have a copies of the EEOP Utilization Report available upon request from HR.

Utilization Analysis Chart

Relevant Labor Market: Clark County

, Washington

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 #/%	3/60%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/40%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	13,370/52%	565/2%	185/1%	35/0%	590/2%	35/0%	650/3%	8,955/35%	440/2%	45/0%	105/0%	425/2%	30/0%	305/1%
Utilization #/%	8%	-2%	-1%	-0%	-2%	-0%	-3%	5%	-2%	-0%	-0%	-2%	-0%	-1%
Professionals														
Workforce #/%	9/45%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	11/55%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	12,325/36%	555/2%	255/1%	4/0%	1,350/4%	0/0%	340/1%	17,065/49%	905/3%	190/1%	15/0%	1,070/3%	130/0%	445/1%
Utilization #/%	9%	-2%	-1%	-0%	-4%	0%	-1%	6%	-3%	-1%	-0%	-3%	-0%	-1%
Technicians														
Workforce #/%	2/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	3/50%	0/0%	0/0%	0/0%	0/0%	0/0%	1/17%
CLS #/%	5,860/44%	485/4%	70/1%	30/0%	715/5%	20/0%	210/2%	4,410/33%	620/5%	70/1%	30/0%	530/4%	55/0%	280/2%
Utilization #/%	-10%	-4%	-1%	-0%	-5%	-0%	-2%	17%	-5%	-1%	-0%	-4%	-0%	15%
Protective Services: Sworn-Officials														
Workforce #/%	8/100%	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 #/%	1,635/75%	15/1%	20/1%	30/1%	20/1%	0/0%	65/3%	360/17%	10/0%	0/0%	10/0%	0/0%	0/0%	15/1%
Utilization #/%	25%	-1%	-1%	-1%	-1%	0%	-3%	-17%	-0%	0%	-0%	0%	0%	-1%
Protective Services: Sworn-Patrol Officers														
Workforce #/%	11/61%	2/11%	0/0%	0/0%	1/6%	3/17%	0/0%	1/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	115/38%	0/0%	50/16%	0/0%	25/8%	0/0%	15/5%	100/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	23%	11%	-16%	0%	-3%	17%	-5%	-27%	0%	0%	0%	0%	0%	0%
Protective Services: Non-sworn														
Workforce #/%	1/20%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	4/80%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	12,190/30	770/2%	295/1%	85/0%	425/1%	140/0%	490/1%	21,990/55	1,550/4%	335/1%	45/0%	915/2%	205/1%	855/2%

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 #/%	-10%	-2%	-1%	-0%	-1%	-0%	-1%	25%	-4%	-1%	-0%	-2%	-1%	-2%
Administrative Support														
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	6/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	9,950/74%	1,565/12%	160/1%	55/0%	315/2%	45/0%	325/2%	885/7%	70/1%	0/0%	0/0%	45/0%	90/1%	0/0%
Utilization #/%	-74%	-12%	-1%	-0%	-2%	-0%	-2%	93%	-1%	0%	0%	-0%	-1%	0%
Skilled Craft														
Workforce #/%	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 #/%	14,725/36%	2,960/7%	530/1%	55/0%	795/2%	225/1%	905/2%	15,595/38%	2,115/5%	240/1%	80/0%	1,475/4%	125/0%	1,025/3%
Utilization #/%	64%	-7%	-1%	-0%	-2%	-1%	-2%	-38%	-5%	-1%	-0%	-4%	-0%	-3%

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
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
Sergeant														
Workforce #/%	5/100%	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%
Lieutenant														
Workforce #/%	2/100%	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%
Chief														
Workforce #/%	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%
Protective Services: Sworn-Patrol Officers														
Workforce #/%	11/61%	2/11%	0/0%	0/6%	1/6%	3/17%	0/0%	1/6%	0/0%	0/0%	0/0%	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.

Certified As Final By: Erin Erdman	City Manager	10-27-2023
[signature]	[title]	[date]