

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007 - June 30, 2008  
**Department:** Agricultural Commissioner  
**Full Time Employees:** 36  
**Allocated Positions:** 38

**I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period**

Key:      OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures

**1 Underutilization Category: Administrative Support**

The Agricultural Commissioner's Office did not conduct a recruitment in this category during this reporting period.

**2 Underutilization Category: Officials & Administrators**

The Agricultural Commissioner's Office did not conduct a recruitment in this category during this reporting period.

**3 Underutilization Category: Professionals**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	4	49	33	2	12
Female	2	31	7	1	17
DNI					
<b>ETHNIC</b>					
DNI		6			5
WH	6	59	30	2	21
BL					
HIS		7	7		
AS		8	3	1	3
NA					
Disabled					

**4 Underutilization Category: Service & Maintenance**

The Agricultural Commissioner's Office did not conduct a recruitment in this category during this reporting period.

**5 Underutilization Category: Technicians**

The Agricultural Commissioner's Office did not conduct a recruitment in this category during this reporting period.

**II. EEO Grievances**

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

The Agricultural Commissioner had no reported grievances during this reporting period.

**III. EEO Training**

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Bridging Diversity	1	Administrative Support
Gender Communication	1	Administrative Support
Sexual Harassment For Supervisors	3	Officials & Administrators
Sexual Harassment For Supervisors	2	Professionals
Sexual Harassment For Supervisors	1	Administrative Support
New Employee Orientation	4	Professionals
New Employee Orientation	1	Service Maintenance

**IV. EEO Commission Meeting Attendance**

This department attended 4 out of 4 meetings during this reporting period.

**V. Other EEO Related Accomplishments**

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

The Agricultural Commissioner had no updates for this reporting period.

**VI. Recruitment goals for the next reporting period**

Occupational Categories	Female	Black	Hispanic	Asian	Native American
A. Officials & Administrators					
B. Professionals			2		
C. Technicians					
D. Protective Service Workers					
E. Administrative Support					
F. Skilled Craft Workers					
G. Service & Maintenance	1		1		

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

**VII. EEO Categories for Agricultural Commission**

**Officials & Administrators**

Assistant Ag Commissioner  
 County Ag Commissioner & Sealer  
 Manager I

**Professionals**

Ag/Weights & Measurer Inspector I/II/III  
 Deputy Ag Commissioner & Sealer

**Service & Maintenance**

Agricultural Assistant I/II

**Technicians**

Systems Engineer II

**Administrative Support**

Account Clerk II/III  
 Accounting Technician  
 Confidential Assistant IV

## EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007 - June 30, 2008  
**Department:** Alliance WorkNet  
**Full Time Employees:** 75  
**Allocated Positions:** 87

**I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period**

Key:      OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

**1 Underutilization Category: Administrative Support**

Alliance Worknet did not conduct a recruitment in this category during this reporting period.

**2 Underutilization Category: Officials & Administrators**

Alliance Worknet did not conduct a recruitment in this category during this reporting period.

**3 Underutilization Category: Professionals**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	2	9	2		7
Female		30	19		11
DNI					
<b>ETHNIC</b>					
DNI		3	2		1
WH		14	7		7
BL		3	1		2
HIS	1	16	9		7
AS	1	3	2		1
NA					
Disabled					

**4 Underutilization Category: Technicians**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male		22	9	2	7
Female	1	55	25	2	23
DNI					
<b>ETHNIC</b>					
DNI		5	1		3
WH	1	33	15	3	13
BL		6	3		1
HIS		23	9	1	11
AS		10	6		2
NA					
Disabled					

## II. EEO Grievances

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

Charge/Filing Date	Charges Filed Under EEO Grievance Procedure/Other	Disposition
5/13/2008	Sexual Harassment	Case Closed/Right to sue letter

## III. EEO Training

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Preventing Sexual Harassment	1	Professionals
Preventing Sexual Harassment	5	Technicians
Sexual Harassment For Supervisors	2	Officials & Administrators
Sexual Harassment For Supervisors	2	Professionals
New Employee Orientation	3	Technicians

## IV. EEO Commission Meeting Attendance

This department attended 3 out of 4 meetings during this reporting period.

## V. Other EEO Related Accomplishments

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

The Alliance Worknet had no updates for this reporting period.

## VI. Recruitment goals for the next reporting period

The Alliance Worknet did not have any categories underutilized this reporting period.

## VII. EEO Categories for Alliance WorkNet

### **Officials & Administrators**

Alliance Worknet Director  
Manager III  
Staff Services Coordinator

### **Professionals**

Accountant II/III  
Family Services Supervisor  
Staff Services Analyst

### **Administrative Support**

Account Clerk III  
Accounting Technician  
Administrative Clerk II/III  
Confidential Assistant II/III  
Storekeeper II

### **Technicians**

Application Specialist III  
Family Services Specialist I/II/III/IV  
Software Developer II  
Software Developer/Analyst III  
Senior Systems Engineer

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

Report Cycle Dates: July 1, 2007-June 30, 2008  
Department: Animal Services  
Full Time Employees: 33  
Allocated Positions: 40

## I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period

Key: OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

### 1 Underutilization Category: Administrative Support

Animal Services did not conduct a recruitment in this category during this reporting period.

### 2 Underutilization Category: Officials & Administrators

Animal Services did not conduct a recruitment in this category during this reporting period.

### 3 Underutilization Category: Professionals

Animal Services did not conduct a recruitment in this category during this reporting period.

### 4 Underutilization Category: Service & Maintenance

Animal Services did not conduct a recruitment in this category during this reporting period.

## II. EEO Grievances

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

Animal Services had no reported grievances during this reporting period.

## III. EEO Training

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Sexual Harassment For Supervisors	1	Administrative Support
Sexual Harassment For Supervisors	2	Service & Maintenance
New Employee Orientation	11	Service & Maintenance
New Employee Orientation	1	Professional

## IV. EEO Commission Meeting Attendance

This department attended 2 out of 4 meetings during this reporting period.

**V. Other EEO Related Accomplishments**

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

Animal Services had no updates for this reporting period.

**VI. Recruitment goals for the next reporting period**

	<b>Occupational Categories</b>	<b>Female</b>	<b>Black</b>	<b>Hispanic</b>	<b>Asian</b>	<b>Native American</b>
A.	Officials & Administrators	2		1		
B.	Professionals					
C.	Technicians					
D.	Protective Service Workers					
E.	Administrative Support				1	
F.	Skilled Craft Workers					
G.	Service & Maintenance					

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

**VII. EEO Categories for Animal Services**

**Officials & Administrators**

Director of Animal Services  
 Manager II (Business Manager)  
 Staff Services Coordinator

**Professionals**

County Veterinarian

**Administrative Support**

Account Clerk II/III  
 Administrative Clerk III  
 Confidential Assistant IV  
 Supervising Account Admin Clerk I

**Service & Maintenance**

Animal Care Specialist I/II/III  
 Animal Services Officer I/II  
 Animal Services Operations Supervisor

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

Report Cycle Dates: July 1, 2007 - June 30, 2008  
Department: Area Agency on Aging and Veterans Services  
Full Time Employees: 17  
Allocated Positions: 18

## I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period

Key: OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

### 1 Underutilization Category: Administrative Support

Area Agency on Aging and Veterans Services did not conduct a recruitment in this category during this reporting period.

### 2 Underutilization Category: Professionals

Area Agency on Aging and Veterans Services did not conduct a recruitment in this category during this reporting period.

### 3 Underutilization Category: Technicians

Area Agency on Aging and Veterans Services did not conduct a recruitment in this category during this reporting period.

## II. EEO Grievances

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

Area Agency on Aging & Veterans Services had no reported grievances during this reporting period.

## III. EEO Training

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Disabilities Awareness	1	Professional
Sexual Harassment For Supervisors	4	Officials & Administrators
Preventing Sexual Harassment	2	Administrative Support
New Employee Orientation	3	Administrative Support

## IV. EEO Commission Meeting Attendance

This department attended 2 out of 4 meetings during this reporting period.

## V. Other EEO Related Accomplishments

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

1. Distributed over 20,000 informational brochures for services in English and Spanish.
2. We required from contracted service providers to print their brochures and information sheets in English and Spanish.
3. Non English speaking clients were provided with an interpreter; also they helped clients to fill-out the application in English. Interpretations were provided in Spanish, Arabic, Farsi and Hindi languages. Veterans services offered applications and forms in Spanish.
4. We had a diversity week celebration. Office staff brought varieties of ethnic food and some of the office staff dressed up in authentic cultural clothing.
5. AAA staff collaborated with the staff of the Gallo Center to provide free tickets for senior citizens to cultural events aimed at the Hispanic population.
6. Bi-lingual staff attended community events with the Information & Assistance and Health Insurance & Advocacy Program staff members.

## VI. Recruitment goals for the next reporting period

Area Agency on Aging and Veterans Services is not currently underutilized in any category.

## VII. EEO Categories for Area Agency on Aging and Veterans Services

### **Officials & Administrators**

Director of Area Agency on Aging  
Manager I/II  
Staff Services Coordinator

### **Professionals**

Accountant II  
Aging Program Specialist  
Social Worker II

### **Technicians**

Staff Services Technician

### **Administrative Support**

Administrative Clerk II/III  
Community Health Worker I/II/III  
Confidential Assistant III  
Veterans Services Representative

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007-June 30, 2008  
**Department:** Assessor  
**Full Time Employees:** 59  
**Allocated Positions:** 65

**I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period**

Key: OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

**1 Underutilization Category: Administrative Support**

The Assessor's Office did not conduct a recruitment in this category during this reporting period.

**2 Underutilization Category: Officials & Administrators**

The Assessor's Office did not conduct a recruitment in this category during this reporting period.

**3 Underutilization Category: Professionals**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	1	93	16	29	32
Female	2	59	11	26	17
DNI					
<b>ETHNIC</b>					
DNI		6	1	2	3
WH	2	90	20	30	25
BL		8	1	5	1
HIS	1	33	3	12	14
AS		12	1	5	5
NA		3	1	1	1
Disabled					

**4 Underutilization Category: Technicians**

The Assessor's Office did not conduct a recruitment in this category during this reporting period.

**II. EEO Grievances**

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

The Assessor's Office had no reported grievances during this reporting period.

### III. EEO Training

During this reporting period, this department had the following employees participating in EEO Training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Gender Communication	1	Technicians
Gender Communication	1	Officials & Administrators
Bridging Diversity	1	Administrative Support
Disabilities Awareness	2	Technicians
Sexual Harassment For Supervisors	6	Professionals
Sexual Harassment For Supervisors	1	Administrative Support
Sexual Harassment For Supervisors	2	Technicians
Preventing Sexual Harassment	1	Technicians
New Employee Orientation	5	Professionals
New Employee Orientation	1	Administrative Support

### IV. EEO Commission Meeting Attendance

This department attended 4 out of 4 meetings during this reporting period.

### V. Other EEO Related Accomplishments

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

The Assessor's Office had no updates for this reporting period.

### VI. Recruitment goals for the next reporting period

Occupational Categories	Female	Black	Hispanic	Asian	Native American
A. Officials & Administrators	1		3		
B. Professionals			4		
C. Technicians					
D. Protective Service Workers					
E. Administrative Support					
F. Skilled Craft Workers					
G. Service & Maintenance					

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

### VII. EEO Categories for Assessor

#### **Officials & Administrators**

Manager IV

#### **Administrative Support**

Account Clerk II/III

Administrative Clerk I

Confidential Assistant III/IV

Supervising Account/Admin Clerk I

#### **Elected Official**

Assessor

#### **Professionals**

Appraiser I/II/III

Appraiser Technician

Auditor/Appraiser I/II/III

Senior Appraiser

Senior Auditor/Appraiser

Supervising Appraiser

Supervising Auditor Appraiser

#### **Technicians**

Application Specialist III

Cadastral Supervisor

Cadastral Technician II

Software Developer/Analyst III

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007 - June 30, 2008  
**Department:** Auditor Controller  
**Full Time Employees:** 46  
**Allocated Positions:** 48

**I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period**

Key:      OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

**1 Underutilization Category: Administrative Support**

The Auditor Controller's Office did not conduct a recruitment in this category during this reporting period.

**2 Underutilization Category: Officials & Administrators**

The Auditor Controller's Office did not conduct a recruitment in this category during this reporting period.

**3 Underutilization Category: Professionals**

	HIRED	APPLIED	OMQ	EIW/EIQ	ELIGIBLE LIST
Male	1	4	1		3
Female		16	9		7
DNI					
<b>ETHNIC</b>					
DNI		2			2
WH	1	13	7		6
BL		1	1		
HIS		4	2		2
AS					
NA					
Disabled					

**4 Underutilization Category: Technicians**

The Auditor Controller's Office did not conduct a recruitment in this category during this reporting period.

**II. EEO Grievances**

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

Charge/Filing Date	Charges Filed Under EEO Grievance Procedure/Other	Disposition
8/13/2007	Discrimination against National Origin/Ancestry	Case Closed - No Violation of statute
10/25/2007	Age Discrimination	Case Closed - No Violation of statute

### III. EEO Training

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Disabilities Awareness	3	Administrative Support
Disabilities Awareness	1	Professionals
Gender Communication	1	Administrative Support
Bridging Diversity	1	Technician
Preventing Sexual Harassment	1	Administrative Support
Sexual Harassment For Supervisors	2	Administrative Support
Sexual Harassment For Supervisors	1	Technicians
Sexual Harassment For Supervisors	1	Professionals
Sexual Harassment For Supervisors	5	Officials & Administrators
New Employee Orientation	2	Administrative Support
New Employee Orientation	1	Professional

### IV. EEO Commission Meeting Attendance

This department attended 4 out of 4 meetings during this reporting period.

### V. Other EEO Related Accomplishments

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

The Auditor's Office had no updates for this reporting period.

### VI. Recruitment goals for the next reporting period

Occupational Categories	Female	Black	Hispanic	Asian	Native American
A. Officials & Administrators	1		3		
B. Professionals			4		
C. Technicians					
D. Protective Service Workers					
E. Administrative Support					
F. Skilled Craft Workers					
G. Service & Maintenance					

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

### VII. EEO Categories for Auditor Controller

#### Officials & Administrators

Assistant Auditor Controller  
Manager II/III/IV

#### Technicians

Application Specialist II  
Software Developer/Analyst III  
Senior Application Specialist  
Senior Software Developer/Analyst

#### Professionals

Accountant I/II/III

#### Elected Official

Auditor/Controller

#### Administrative Support

Account Clerk II/III  
Accounting Supervisor  
Accounting Technician  
Administrative Clerk II  
Confidential Assistant III/IV/V

Auditor Controller

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007 - June 30, 2008  
**Department:** Behavioral Health and Recovery Services  
**Full Time Employees:** 363  
**Allocated Positions:** 425

I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period

Key:      OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

## 1 Underutilization Category: Administrative Support

See County-Wide Clerical Recritments 2007 - 2008 Annual EEO Report.

## 2 Underutilization Category: Officials & Administrators

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	2	17	14		3
Female	1	24	20		4
DNI					
<b>ETHNIC</b>					
DNI					
WH	3	25	19		6
BL		8	8		
HIS		7	6		1
AS		1	1		
NA					
Disabled					

## 3 Underutilization Category: Professionals

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	1	20	14		3
Female	1	35	26		8
DNI					
<b>ETHNIC</b>					
DNI		2	1		1
WH	1	31	23		7
BL		4	3		
HIS		8	5		1
AS	1	9	8		1
NA		1			1
Disabled					

## 4 Underutilization Category: Service & Maintenance

Behavioral Health and Recovery Services did not conduct a recruitment in this category during this reporting period.

## 5 Underutilization Category: Technicians

Behavioral Health and Recovery Services did not conduct a recruitment during this reporting period.

## II. EEO Grievances

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

Charge/Filing Date	Charges Filed Under EEO Grievance Procedure/Other	Disposition
11/9/2007	Disability/Race Discrimination	Case Closed - No violation of statute

## III. EEO Training

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Disabilities Awareness	1	Officials & Administrators
Disabilities Awareness	1	Professionals
Disabilities Awareness	1	Administrative Support
Gender Communication	1	Administrative Support
Gender Communication	2	Professionals
Preventing Sexual Harassment	5	Administrative Support
Preventing Sexual Harassment	20	Technicians
Preventing Sexual Harassment	2	Professionals
New Employee Orientation	4	Administrative Support
New Employee Orientation	2	Technicians
New Employee Orientation	2	Professionals
Sexual Harassment for Supervisors	13	Administrative Support
Sexual Harassment for Supervisors	17	Officials & Administrators
Sexual Harassment for Supervisors	32	Professionals
Sexual Harassment for Supervisors	2	Technicians

## IV. EEO Commission Meeting Attendance

This department attended 1 out of 4 meetings during this reporting period.

## V. Other EEO Related Accomplishments

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

Behavioral Health and Recovery Services had no updates for this reporting period.

## VI. Recruitment goals for the next reporting period

Occupational Categories	Female	Black	Hispanic	Asian	Native American
A. Officials & Administrators	1		1		
B. Professionals				11	
C. Technicians			2		
D. Protective Service Workers					
E. Administrative Support					
F. Skilled Craft Workers					
G. Service & Maintenance					

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

**VII. EEO Categories for Behavioral Health & Recovery Services**

**Officials & Administrators**

Associate Director  
Assistant Director  
Behavioral Health Director  
Hospital Administrator  
Manager I/II/III/IV  
Staff Services Coordinator

**Technicians**

Application Specialist I  
Clinical Services Technician I/II  
Family Services Specialist I/II  
Psychiatric Technician  
Software Developer/Analyst III  
Senior Software Developer/Analyst  
Senior Systems Engineer  
Staff Services Technician  
Systems Engineer II

**Professionals**

Accountant II/III  
Behavioral Health Advocate  
Behavioral Health Specialist I/II  
Clinical Psychologist  
Conservator Investigator  
Deputy Public Guardian II  
Medical Records Coordinator  
Mental Health Clinician II/III  
Nurse Manager  
Physical/Occupational Therapist II  
Psychiatric Nurse I/II  
Psychiatrist  
Recreational Therapist  
Staff Services Analyst

**Administrative Support**

Account Clerk II/III  
Accounting Technician  
Administrative Clerk II/III  
Community Health Worker I/II  
Confidential Assistant II/III/IV  
Medical Records Clerk  
Storekeeper I

**Services & Maintenance**

Stock Delivery Clerk I/II

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007- June 30, 2008  
**Department:** Chief Executive Office  
**Full Time Employees:** 66  
**Allocated Positions:** 77

**I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period**

Key:      OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

**1 Underutilization Category: Administrative Support**

See County-Wide Clerical Recruitments 2007 - 2008 Annual EEO Report.

**2 Underutilization Category: Officials & Administrators**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male		11	4		7
Female		1			1
DNI					
<b>ETHNIC</b>					
DNI		2	1		1
WH		8	3		5
BL					
HIS		2			2
AS					
NA					
Disabled					

**3 Underutilization Category: Professionals**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male		34			
Female		6			
DNI					
<b>ETHNIC</b>					
DNI		4			
WH		21			
BL		1			
HIS		12			
AS		2			
NA					
Disabled					

**Recruitment Cancelled Due To Budget - Notification Sent To Applicants**

## II. EEO Grievances

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

Charge/Filing Date	Charges Filed Under EEO Grievance Procedure/Other	Disposition
10/29/2007	Race Discrimination	

## III. EEO Training

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Briding Diversity	1	Officials & Administrators
Preventing Sexual Harassment	1	Administrative Support
Sexual Harassment For Supervisors	2	Administrative Support
Sexual Harassment For Supervisors	21	Officials & Administrators
New Employee Orientation	1	Administrative Support
New Employee Orientation	1	Professional

## IV. EEO Commission Meeting Attendance

The department is represented by a CEO Human Resource Manager assigned to Countywide equal rights at all meetings. The Department EEO Representative participated.

## V. Other EEO Related Accomplishments

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

The Chief Executive Office continues to provide support to the County's Equal Rights Commission through organizing Commission meetings, providing the Annual Equal Rights Report, hosting the County's Annual Equal Rights Award and supporting the Commission's goals and efforts under the Commission's Vision/Mission statements.

Occupational Categories	Female	Black	Hispanic	Asian	Native American
A. Officials & Administrators	1		3		
B. Professionals			4		
C. Technicians					
D. Protective Service Workers					
E. Administrative Support					
F. Skilled Craft Workers					
G. Service & Maintenance					

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

VII. EEO Categories for the Chief Executive Office

**Officials & Administrators**

Assistant Executive Officer  
Assistant Executive Officer/Chief Operations Officer  
Chief Executive Officer  
Deputy Executive Officer  
Deputy Fire Warden/Deputy Director of OES  
Fire Warden/Assistant Director of OES  
Manager I/II/III/IV

**Administrative Support**

Administrative Clerk II  
Confidential Assistant I/II/III/IV/V

**Professionals**

Fire Prevention Specialist II

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007 - June 30, 2008  
**Department:** Children and Families Commission  
**Full Time Employees:** 6  
**Allocated Positions:** 7

## I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period

Key: OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

### 1 Underutilization Category: Officials & Administrators

The Children & Families Commission is not currently underutilized in any category.

## II. EEO Grievances

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

Children & Families Commission had no reported grievances during this reporting period.

## III. EEO Training

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Bridging Diversity	2	Officials & Administrators
Sexual Harassment for Supervisors	1	Officials & Administrators
New Employee Orientation	1	Officials & Administrators

## IV. EEO Commission Meeting Attendance

This department is represented by the Chief Executive Office.

## V. Other EEO Related Accomplishments

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

The Children & Families Commission had no updates for this reporting period.

## VI. Recruitment goals for the next reporting period

The Children & Families Commission is not currently underutilized in any category.

## VII. EEO Categories for Children and Families Commission

**Officials & Administrators**  
Executive Director - CFC  
Staff Services Coordinator

**Professionals**  
Accountant II

**Administrative Support**  
Account Clerk III  
Confidential Assistant IV

# COUNTY-WIDE CLERICAL RECRUITMENTS

**JULY 1, 2007 - JUNE 30, 2008**

Key: OMQ - Others More Qualifi EIW- Eliminated in Written Exam

EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures

## Under Utilization Category: Legal Clerk I/II/III

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male		52	7	5	24
Female		578	155	24	249
DNI					
<b>ETHNIC</b>					
DNI		31	5	2	14
WH		304	81	8	146
BL		23	7	1	9
HIS		226	58	13	88
AS		38	9	3	13
NA		8	2	2	3
Disabled					

## Under Utilization Category: Administrative Clerk I/II

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	1	78	13	14	46
Female	4	835	72	171	539
DNI				2	
<b>ETHNIC</b>					
DNI		27	4	2	20
WH	1	466	41	78	325
BL		22	1	5	12
HIS	2	320	25	84	187
AS	2	55	9	9	33
NA		23	5	9	8
Disabled					

## Under Utilization Category: Account Clerk III

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	2	28	8	7	7
Female	20	235	52	66	66
DNI					
<b>ETHNIC</b>					
DNI	2	9	2	2	4
WH	14	123	21	32	42
BL	1	10	3	3	1
HIS	4	84	21	24	18
AS	1	32	10	10	8
NA		5	3	2	
Disabled					

## Under Utilization Category: Administrative Clerk III

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male		4	3	1	
Female	11	92	7	44	28
DNI					
<b>ETHNIC</b>					
DNI		5	4	2	2
WH	9	47	1	17	17
BL		6	4	4	
HIS	2	33	1	19	8
AS		5		3	1
NA					
Disabled					

## COUNTY-WIDE CLERICAL RECRUITMENTS

JULY 1, 2007 - JUNE 30, 2008

**Under Utilization Category: Account Clerk II**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male		9	0	6	5
Female	4	97	19	35	45
DNI					
<b>ETHNIC</b>					
DNI	1	7	1	1	4
WH	1	52	7	18	24
BL		4	1	3	
HIS	2	35	8	13	17
AS		4	1	1	3
NA		4	1	5	2
Disabled					

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007 - June 30, 2008  
**Department:** Clerk of the Board/Board of Supervisors  
**Full Time Employees:** 13  
**Allocated Positions:** 16

**I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period**

Key: OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

**1 Underutilization Category: Administrative Support**

The Clerk of the Board did not conduct a recruitment in this category during this reporting period.

**II. EEO Grievances**

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

The Clerk of The Board had no reported grievances during this reporting period.

**III. EEO Training**

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
New Employee Orientation	1	Administrative Support

**IV. EEO Commission Meeting Attendance**

This department attended 1 out of 4 meetings during this reporting period.

**V. Other EEO Related Accomplishments**

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

The Stanislaus County Board of Supervisors continues to provide support to the County's Equal Rights Commission through the recruitment organizing and Commission members, supporting the Annual Commitment Statement, presenting the Annual Equal Rights Award and supporting the Commission's goals and efforts under the Commission's Vision/Mission Statement.

**VI. Recruitment goals for the next reporting period**

Occupational Categories	Female	Black	Hispanic	Asian	Native American
A. Officials & Administrators			2		
B. Professionals			4		
C. Technicians					
D. Protective Service Workers					
E. Administrative Support					
F. Skilled Craft Workers					
G. Service & Maintenance					

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

VII. EEO categories for the Board of Supervisors

**Officials & Managers**

Manager I  
Manager IV (Clerk of the Board)

**Administrative Support**

Confidential Assistant III/IV

**Elected Official**

Board of Supervisors (5)

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

Report Cycle Dates: July 1, 2007 - June 30, 2008  
Department: Clerk Recorder & Elections  
Full Time Employees: 42  
Allocated Positions: 48

## I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period

Key: OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

### 1 Underutilization Category: Administrative Support

The Clerk Recorder's Office did not conduct a recruitment in this category during this reporting period.

### 2 Underutilization Category: Officials & Administrators

The Clerk Recorder's Office did not conduct a recruitment in this category during this reporting period.

### 3 Underutilization Category: Professionals

The Clerk Recorder's Office did not conduct a recruitment in this category during this reporting period.

### 4 Underutilization Category: Technicians

The Clerk Recorder's Office did not conduct a recruitment in this category during this reporting period.

## II. EEO Grievances

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

The Clerk Recorder's Office had no reported grievances during this reporting period.

### III. EEO Training

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Disabilities Awareness	3	Administrative Support
Disabilities Awareness	2	Technician
Disabilities Awareness	3	Officials & Administrators
Gender Communication	3	Administrative Support
Gender Communication	1	Technicians
Preventing Sexual Harassment	1	Administrative Support
Preventing Sexual Harassment	1	Technicians
Sexual Harassment For Supervisors	3	Administrative Support
Sexual Harassment For Supervisors	4	Officials & Administrators
Sexual Harassment For Supervisors	5	Technicians
New Employee Orientation	11	Administrative Support
New Employee Orientation	1	Technicians
New Employee Orientation	3	Officials & Administrators
Bridging Diversity	5	Administrative Support

### IV. EEO Commission Meeting Attendance

This department attended 1 out of 4 meetings during this reporting period.

### V. Other EEO Related Accomplishments

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

Stanislaus County Clerk Recorder & Registrar of Voters received the Certificate of Recognition for pursuit of meeting the spirit of the Americans with Disabilities Act from the Modesto Junior College Americans with Disabilities Act Committee

Additional department accomplishments include:

- \* Prepared and made the following documents available in Spanish:  
Birth/Death Certificate Copy Request and Marriage License Application
- \* Bilingual English/Spanish Clerk Recorder/Elections Department Website
- \* 448 bilingual (Spanish) poll workers registered
- \* All voter information guides and other mailings are sent to voters in both English and Spanish
- \* All documents and signage at the polls are posted in both English and Spanish
- \* Conducted Voter outreach at an NAACP event at the King/Kennedy Center
- \* Coordinated a Voter Registration Drive/Poll Worker Recruitment at Modesto Junior College
- \* Conducted Outreach with the Crows Landing Road of Stanislaus County Comerciantes Unidos (CRSCC)

**VI. Recruitment goals for the next reporting period**

	<b>Occupational Categories</b>	<b>Female</b>	<b>Black</b>	<b>Hispanic</b>	<b>Asian</b>	<b>Native American</b>
A.	Officials & Administrators			3		
B.	Professionals			4		
C.	Technicians					
D.	Protective Service Workers					
E.	Administrative Support					
F.	Skilled Craft Workers					
G.	Service & Maintenance					

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

**VII. EEO Categories for the Clerk Recorder**

**Officials & Administrators**

Manager II/III

**Technicians**

Application Specialist II/III

Staff Services Technician

Systems Engineer II

**Elected Official**

Clerk Recorder

**Professionals**

Accountant I

Staff Services Analyst

**Administrative Support**

Account Clerk III

Administrative Clerk I/II/III/IV

Confidential Assistant IV

Legal Clerk I/II/III/IV

Storekeeper II

Supervising Legal Clerk I

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007 - June 30, 2008  
**Department:** Community Services Agency  
**Full Time Employees:** 900  
**Allocated Positions:** 955

I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period

Key:      OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures

**1 Underutilization Category: Administrative Support**

See County-Wide Clerical Recruitments 2007-2008 Annual EEO Report

**2 Underutilization Category: Officials & Administrators**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male		19	2		12
Female	4	34	10	5	15
DNI					
<b>ETHNIC</b>					
DNI	1	18		2	10
WH	2	22	10	1	9
BL		3		1	1
HIS	1	5		1	4
AS		4	2		2
NA		1			1
Disabled					

**3 Underutilization Category: Professionals**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	4	95	29	30	17
Female	9	275	115	93	36
DNI					
<b>ETHNIC</b>					
DNI	3	33	8	12	7
WH	6	170	64	54	33
BL		16	8	5	1
HIS	2	89	41	29	8
AS	2	60	21	23	4
NA		2	2		
Disabled					

#### 4 Underutilization Category: Technicians

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	6	78	24	26	12
Female	15	385	87	147	75
DNI					
<b>ETHNIC</b>					
DNI	1	14	3	6	3
WH	13	188	39	62	51
BL	1	42	13	11	8
HIS	5	170	44	73	21
AS	1	42	9	20	4
NA		7	3	1	
Disabled					

#### II. EEO Grievances

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

Charge/Filing Date	Charges Filed Under EEO Grievance Procedure/Other	Disposition
7/30/2007	Age Discrimination	Dismissed
2/27/2008	Discrimination - National Origin/Ancestry, Color	Closed - No violation of statute
4/25/2008	Age Discrimination	No action required at this time

#### III. EEO Training

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Disabilities Awareness	3	Administrative Support
Disabilities Awareness	10	Professionals
Disabilities Awareness	5	Technicians
Gender Communication	1	Administrative Support
Gender Communication	4	Professionals
Gender Communication	1	Technicians
Preventing Sexual Harassment	2	Administrative Support
Preventing Sexual Harassment	5	Professionals
Bridging Diversity	7	Administrative Support
Bridging Diversity	1	Officials & Administrators
Bridging Diversity	9	Professionals
Bridging Diversity	3	Technicians
Sexual Harassment for Supervisors	17	Officials & Administrators
Sexual Harassment for Supervisors	33	Professional
Sexual Harassment for Supervisors	4	Technicians
Sexual Harassment for Supervisors	10	Administrative Support
New Employee Orientation	24	Administrative Support
New Employee Orientation	11	Professionals
New Employee Orientation	29	Technicians

#### IV. EEO Commission Meeting Attendance

This department attended 3 out of 4 meetings during this reporting period.

#### V. Other EEO Related Accomplishments

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

The Community Services Agency had no updates for this reporting period.

#### VI. Recruitment goals for the next reporting period

Occupational Categories	Female	Black	Hispanic	Asian	Native American
A. Officials & Administrators					
B. Professionals	1				
C. Technicians				1	
D. Protective Service Workers					
E. Administrative Support					
F. Skilled Craft Workers					
G. Service & Maintenance					

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

#### VII. EEO categories for the Community Services Agency

##### Officials & Administrators

Assistant Director  
 Director of Community Services Agency  
 Manager II/III/IV

##### Technicians

Application Specialist I/II/III  
 Family Services Specialist II/III/IV  
 Fraud Technician  
 Nursing Assistant  
 Software Developer/Analyst III  
 Special Investigator II/III  
 Senior Software Developer/Analyst  
 Senior Systems Engineer  
 Systems Engineer II  
 Systems Technician I/II

##### Professionals

Accountant I/II/III  
 Buyer  
 Family Services Supervisor  
 Social Worker I/II/III/IV  
 Social Worker Supervisor I/II  
 Staff Services Analyst

##### Administrative Support

Account Clerk II/III  
 Accounting Supervisor  
 Accounting Technician  
 Administrative Clerk I/II/III  
 Collector  
 Home Care Assistant  
 Interviewer I/II  
 Legal Clerk I/II/III/IV  
 Stock Delivery Clerk I/II  
 Storekeeper I/II  
 Supervising Account/Admin Clerk II  
 Supervising Legal Clerk II

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

Report Cycle Dates: July 1, 2007- June 30, 2008  
Department: Cooperative Extension  
Full Time Employees: 4  
Allocated Positions: 5

## I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period

Key: OMQ - Others More Qualified EIW- Eliminated in Written Exam EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

### 1 Underutilization Category: Administrative Support

Cooperative Extension did not conduct a recruitment in this category during this reporting period.

### 2 Underutilization Category: Service & Maintenance

Cooperative Extension did not conduct a recruitment in this category during this reporting period.

## II. EEO Grievances

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

Cooperative Extension had no reported grievances during this reporting period.

## III. EEO Training

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Sexual Harassment For Supervisors	1	Administrative Support
New Employee Orientation	2	Service & Maintenance

## IV. EEO Commission Meeting Attendance

This department attended 3 out of 4 meetings during this reporting period.

## V. Other EEO Related Accomplishments

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

Cooperative Extension had no updates for this reporting period.

## VI. Recruitment goals for the next reporting period

Cooperative Extension is not currently underutilized in any category.

VII. EEO categories for Cooperative Extention

**Service & Maintenance**

Agricultural Assistant I/II

**Administrative Support**

Administrative Secretary  
Confidential Assistant IV

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007 - June 30, 2008  
**Department:** County Counsel  
**Full Time Employees:** 15  
**Allocated Positions:** 18

**I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period**

Key: OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

**1 Underutilization Category: Administrative Support**

See County-Wide Clerical Recruitments 2007 - 2008 Annual EEO Report.

**2 Underutilization Category: Professionals**

County Counsel did not conduct a recruitment in this category during this reporting period.

**II. EEO Grievances**

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

County Counsel had no reported grievances during this reporting period.

**III. EEO Training**

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Preventing Sexual Harassment	2	Administrative Support
Sexual Harassment For Supervisors	1	Officials & Administrators
New Employee Orientation	3	Administrative Support

**IV. EEO Commission Meeting Attendance**

This department attended 3 out of 4 meetings during this reporting period.

**V. Other EEO Related Accomplishments**

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

County Counsel had no updates for this reporting period.

**VI. Recruitment goals for the next reporting period**

Occupational Categories	Female	Black	Hispanic	Asian	Native American
A. Officials & Administrators			3		
B. Professionals			4		
C. Technicians					
D. Protective Service Workers					
E. Administrative Support					
F. Skilled Craft Workers					
G. Service & Maintenance					

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

VII. EEO categories for County Counsel

**Officials & Administrators**

Assistant County Counsel  
County Counsel

**Professionals**

Deputy County Counsel I/II/III/IV/V

**Administrative Support**

Confidential Assistant II/III/IV

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007- June 30, 2008  
**Department:** District Attorney  
**Full Time Employees:** 136  
**Allocated Positions:** 148

**I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period**

Key:      OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

**1 Underutilization Category: Administrative Support**

See County-Wide Clerical Recruitments 2007 - 2008 Annual EEO Report.

**2 Underutilization Category: Officials & Administrators**

The District Attorney's Office did not conduct a recruitment in this category during this reporting period.

**3 Underutilization Category: Professionals**

The District Attorney's Office did not conduct a recruitment in this category during this reporting period.

**4 Underutilization Category: Technicians**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	2	38	6	5	24
Female	1	13	5	3	3
DNI					
<b>ETHNIC</b>					
DNI		2	1		1
WH	1	27	3	4	17
BL	1	4	1		3
HIS		10	4	1	5
AS	1	8	2	3	1
NA					
Disabled					

**II. EEO Grievances**

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

Charge/Filing Date	Charges Filed Under EEO Grievance Procedure/Other	Disposition
10/30/2007	Discriminaion - Religious beliefs or National Origin/Ancestry	Case Closed - No violation of statute

### III. EEO Training

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Disabilities Awareness	1	Officials & Administrators
Bridging Diversity	2	Administrative Support
Preventing Sexual Harassment	1	Administrative Support
Sexual Harassment For Supervisors	7	Officials & Administrators
Sexual Harassment For Supervisors	1	Administrative Support
Sexual Harassment For Supervisors	1	Professionals
New Employee Orientation	6	Professionals
New Employee Orientation	4	Administrative Support
New Employee Orientation	1	Officials & Administrators

### IV. EEO Commission Meeting Attendance

This department attended 3 out of 4 meetings during this reporting period.

### V. Other EEO Related Accomplishments

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

The District Attorney's Office had no updates for this reporting period.

### VI. Recruitment goals for the next reporting period

Occupational Categories	Female	Black	Hispanic	Asian	Native American
A. Officials & Administrators	1		3		
B. Professionals			4		
C. Technicians					
D. Protective Service Workers					
E. Administrative Support					
F. Skilled Craft Workers					
G. Service & Maintenance					

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

### VII. EEO categories for the District Attorney's Office

#### **Officials & Administrators**

Assistant District Attorney  
 Chief Attorney  
 Chief Criminal Investigator  
 Chief Deputy District Attorney  
 Manager II/III

#### **Professionals**

Accountant I  
 Attorney I/II/III/IV/V  
 Senior Criminal Investigator  
 Victim Services Program Coordinator

#### **Technicians**

Application Specialist I/II/III  
 Criminal Investigator II  
 Software Developer/Analyst III  
 Systems Engineer II

#### **Elected Official**

District Attorney

#### **Administrative Support**

Account Clerk III  
 Confidential Assistant III/IV  
 Interviewer II  
 Legal Clerk I/II/III/IV  
 Paralegal I/II/III  
 Supervising Legal Clerk I/II

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007- June 30, 2008  
**Department:** Environmental Resources  
**Full Time Employees:** 92  
**Allocated Positions:** 101

I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period

Key:      OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

## 1 Underutilization Category: Administrative Support

Environmental Resources did not conduct a recruitment in this category for this reporting period.

## 2 Underutilization Category: Officials & Administrators

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	1	21	11	2	7
Female	1	6	3	1	2
DNI					
<b>ETHNIC</b>					
DNI		1	1		
WH	2	20	10	2	7
BL					
HIS		6	3	1	2
AS					
NA					
Disabled					

## 3 Underutilization Category: Professionals

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	1	85	69		11
Female	2	35	19		7
DNI		1	1		
<b>ETHNIC</b>					
DNI		6	4		1
WH	2	57	43		6
BL		7	5		1
HIS	1	30	23		5
AS		16	11		4
NA		5	3		1
Disabled					

**4 Underutilization Category: Service & Maintenance**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	3	55	17		32
Female					
DNI					
<b>ETHNIC</b>					
DNI		1			1
WH		32	6		23
BL		2	1		
HIS	3	20	10		8
AS					
NA					
Disabled					

**5 Underutilization Category: Technicians**

Environmental Resources did not conduct a recruitment in this category for this reporting period.

**II. EEO Grievances**

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

Environmental Resources had no reported grievances during this reporting period.

**III. EEO Training**

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Disabilities Awareness	1	Professionals
Gender Communication	1	Professionals
Bridging Diversity	1	Administrative Support
Bridging Diversity	1	Officials & Administrators
Bridging Diversity	1	Professionals
Preventing Sexual Harassment	2	Administrative Support
Preventing Sexual Harassment	2	Professionals
Sexual Harassment For Supervisors	1	Administrative Support
Sexual Harassment For Supervisors	9	Officials & Administrators
Sexual Harassment For Supervisors	8	Professionals
Sexual Harassment For Supervisors	1	Service & Maintenance
New Employee Orientation	5	Administrative Support
New Employee Orientation	1	Service & Maintenance
New Employee Orientation	5	Professionals

**IV. EEO Commission Meeting Attendance**

This department attended 4 out of 4 meetings during this reporting period.

**V. Other EEO Related Accomplishments**

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

Environmental Resources had no updates for this reporting period.

**VI. Recruitment goals for the next reporting period**

<b>Occupational Categories</b>	<b>Female</b>	<b>Black</b>	<b>Hispanic</b>	<b>Asian</b>	<b>Native American</b>
A. Officials & Administrators	1		1		
B. Professionals			8		
C. Technicians			2		
D. Protective Service Workers					
E. Administrative Support					
F. Skilled Craft Workers					
G. Service & Maintenance					

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

**VII. EEO categories for Environmental Resources**

**Officials & Administrators**

- Assistant Director
- Director of Environmental Resources
- Manager I/II/III/IV
- Staff Services Coordinator
- Supervising Milk & Dairy Inspector

**Professionals**

- Accountant II
- Associate Civil Engineer
- Environmental Health Specialist II
- Hazardous Material Specialist III
- Milk & Dairy Inspector II
- Resource Management Specialist II
- Senior Environmental Specialist
- Senior Resource Management Specialist
- Staff Services Analyst

**Technician**

- Application Specialist III
- Deputy Zoning Enforcement Officer
- Software Developer/Analyst III
- Systems Engineer II
- Zoning Enforcement Officer

**Service & Maintenance**

- Environmental Technician
- Landfill Equipment Operator II/III
- Landfill Lead Worker
- Park Aid

**Administrative Support**

- Account Clerk II/III
- Accounting Technician
- Administrative Clerk I/II/III
- Administrative Secretary
- Confidential Assistant III/IV
- Supervising Account/Admin Clerk I

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007 - June 30, 2008  
**Department:** General Services Agency  
**Full Time Employees:** 85  
**Allocated Positions:** 90

**I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period**

Key:      OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

**1 Underutilization Category: Administrative Support**

See County-Wide Clerical Recruitments 2007-2008 Annual EEO Report.

**2 Underutilization Category: Officials & Administrators**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male		35	18	5	8
Female	1	38	20	6	11
DNI		1	1		
<b>ETHNIC</b>					
DNI		6	4		2
WH	1	40	20	7	8
BL		3		1	2
HIS		19	12	2	5
AS		6	3	1	2
NA					
Disabled					

**3 Underutilization Category: Professionals**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male		26	16	4	6
Female		37	30	1	5
DNI					
<b>ETHNIC</b>					
DNI		1	1		
WH		32	22	2	8
BL		4	3	1	
HIS		16	14		2
AS		10	6	2	1
NA					
Disabled					

**4 Underutilization Category: Service & Maintenance**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male		62	41	12	4
Female	2	50	31	7	3
DNI					
<b>ETHNIC</b>					
DNI		3	2	1	
WH	1	40	26	7	3
BL		10	6	3	
HIS	1	55	36	7	4
AS		4	2	1	
NA					
Disabled					

**5 Underutilization Category: Skilled Craft Workers**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	1	19	4	2	8
Female					
DNI					
<b>ETHNIC</b>					
DNI		1		1	
WH	1	12	3		4
BL		2	1		1
HIS		4		1	3
AS					
NA					
Disabled					

**II. EEO Grievances**

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

The General Services Agency had no reported grievances during this reporting period.

**III. EEO Training**

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Gender Communications	1	Administrative Support
Gender Communications	1	Service & Maintenance
Gender Communications	1	Professionals
Bridging Diversity	2	Administrative Support
Bridging Diversity	1	Service & Maintenance
Bridging Diversity	1	Professionals
Sexual Harassment For Supervisors	3	Professionals
Sexual Harassment For Supervisors	3	Officials & Administrators
Sexual Harassment For Supervisors	3	Service & Maintenance
Sexual Harassment For Supervisors	2	Skilled Craft Workers
Sexual Harassment For Supervisors	2	Administrative Support
Preventing Sexual Harassment	11	Skilled Craft Workers
Preventing Sexual Harassment	9	Service & Maintenance
Preventing Sexual Harassment	1	Professionals
Preventing Sexual Harassment	4	Administrative Support
New Employee Orientation	2	Administrative Support
New Employee Orientation	1	Officials & Administrators
New Employee Orientation	1	Professionals
New Employee Orientation	4	Service & Maintenance
New Employee Orientation	3	Skilled Craft Workers

**IV. EEO Commission Meeting Attendance**

This department attended 3 out of 4 meetings during this reporting period.

**V. Other EEO Related Accomplishments**

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

General Services Agency had no updates for this reporting period.

**VI. Recruitment goals for the next reporting period**

Occupational Categories	Female	Black	Hispanic	Asian	Native American
A. Officials & Administrators	1		3		
B. Professionals			4		
C. Technicians					
D. Protective Service Workers					
E. Administrative Support					
F. Skilled Craft Workers	16		4		
G. Service & Maintenance	4		1		

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

VII. EEO categories for the General Services Agency

**Officials & Administrators**

General Services Agency Director  
Manager II/III/IV

**Skilled Craft Workers**

Building Services Supervisor  
Equipment Mechanic  
Lead Equipment Mechanic  
Maintenance Engineer II/III  
Senior Multilith Operator

**Professionals**

Accountant I  
Buyer  
Senior Buyer  
Staff Services Analyst

**Service & Maintenance**

Equipment Services Technician  
Housekeeper/Custodian  
Senior Custodian  
Supervising Janitor

**Administrative Support**

Account Clerk III  
Accounting Technician  
Administrative Clerk II  
Administrative Secretary  
Confidential Assistant IV  
Stock Delivery Clerk II  
Storekeeper I/II

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007 - June 30, 2008  
**Department:** Health Services Agency  
**Full Time Employees:** 523  
**Allocated Positions:** 600

I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period

Key: OMQ - Others More Qualified    EIW- Eliminated in Written Exam    EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures

**1 Underutilization Category: Administrative Support**

See County-Wide Clerical Recruitments 2007-2008 EEO Report.

**2 Underutilization Category: Officials & Administrators**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	2	13			
Female		33			
DNI					
<b>ETHNIC</b>					
DNI		3			
WH	1	24			
BL		2			
HIS	1	13			
AS		3			
NA		1			
Disabled					

**3 Underutilization Category: Professionals**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	1	14	9		5
Female	4	48	17	8	23
DNI					
<b>ETHNIC</b>					
DNI		9	3	1	5
WH	2	18	8	2	8
BL	1	3	1		2
HIS	1	25	9	5	11
AS	1	6	4		2
NA		1	1		
Disabled					

**4 Underutilization Category: Service & Maintenance**

The Health Services Agency did not conduct a recruitment in this category for this reporting period.

## 5 Underutilization Category: Technicians

The Health Services Agency did not conduct a recruitment in this category for this reporting period.

### II. EEO Grievances

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

The Health Services Agency had no reported grievances during this reporting period.

### III. EEO Training

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Gender Communication	1	Professionals
Gender Communication	1	Administrative Support
Gender Communication	1	Technician
Preventing Sexual Harassment	2	Administrative Support
Sexual Harassment For Supervisors	5	Administrative Support
Sexual Harassment For Supervisors	2	Service & Maintenance
Sexual Harassment For Supervisors	18	Officials & Administrators
Sexual Harassment For Supervisors	16	Professionals
Sexual Harassment For Supervisors	5	Technicians
New Employee Orientation	17	Administrative Support
New Employee Orientation	3	Officials & Administrators
New Employee Orientation	1	Technicians
New Employee Orientation	10	Professionals
Disabilities Awareness	3	Officials & Administrators
Bridging Diversity	1	Officials & Administrators
Bridging Diversity	1	Administrative Support

### IV. EEO Commission Meeting Attendance

This department attended 3 out of 4 meetings during this reporting period.

### V. Other EEO Related Accomplishments

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

- \* ER Officer or alternate attended bi-monthly meetings
- \* Department provides training and information on ER and harassment policy for all new employees at departmental new employee orientation
- \* Department conducted diversity awareness week activities, which include the creation of an intranet page providing staff with information on some specific cultures of the continents, focusing on information how each of these cultures address health care. In addition, information on how non verbal communication and patient care was provided to employees daily throughout the week. This information provides the knowledge and know how to staff for improvement in customer service. In addition, employees were encouraged to participate in potlucks and quizzes to test their knowledge learned
- \* ER Officer works with HR to ensure the recruitment interviewing panels are well represented
- \* ER Officer conducted and completed a number of internal investigations. Also assisted with investigations for other county departments
- \* Department Equal Rights Officer participated in Equal Rights strategic planning, and is a member of the Outreach committee. Equal Rights Officer assisted with developing and the implementation of the action plan for community outreach

**VI. Recruitment goals for the next reporting period**

<b>Occupational Categories</b>	<b>Female</b>	<b>Black</b>	<b>Hispanic</b>	<b>Asian</b>	<b>Native American</b>
<b>A. Officials &amp; Administrators</b>	1		1		
<b>B. Professionals</b>			8		
<b>C. Technicians</b>			2		
<b>D. Protective Service Workers</b>					
<b>E. Administrative Support</b>					
<b>F. Skilled Craft Workers</b>					
<b>G. Service &amp; Maintenance</b>					

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

**VII. EEO categories for the Health Services Agency**

**Officials & Administrators**

- Associate Director
- Assistant Director
- Assistant Public Health Officer
- Director of Residency Program
- Manager I-IV
- Managing Director of Health Services Agency
- Outpatient Pharmacy Manager
- Public Health Officer
- Staff Services Coordinator

**Technician**

- Application Specialist II/III
- Clinical Lab Assistant I/II
- Family Services Specialist II
- Licensed Vocational Nurse II/III
- Nursing Assistant
- Pharmacy Technician
- Radiological Technician III
- Software Developer II
- Software Developer/Analyst III
- Senior Systems Engineer
- Staff Services Technician

**Professionals**

- Accountant I/II/III
- Clinical Lab Scientist III
- Family Practice Physician
- Family Services Supervisor
- Health Educator
- Medical Investigator
- Pharmacist
- Physical/Occupational Therapist II
- Public Health Nutritionist II
- Public Health Nurse I/II/III
- Resident Physician I/II/III
- Social Worker III/IV
- Senior Nurse Practitioner
- Senior Physician Assistant
- Staff Nurse I/II/III
- Staff Services Analyst

**Administrative Support**

- Account Clerk II/III
- Accounting Supervisor
- Accounting Technician
- Administrative Clerk I/II/III
- Administrative Secretary
- Community Health Worker I/II/III
- Confidential Assistant II/III/IV
- Medical Records Clerk
- Stock Delivery Clerk II
- Storekeeper I

**Service & Maintenance**

- Housekeeper/Custodian
- Laboratory Helper
- Orothopedic Assistant
- Physical Therapy Assistant
- Senior Custodian
- Stock Delivery Clerk I/II
- Therapist Aid 1

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007- June 30, 2008  
**Department:** Library  
**Full Time Employees:** 91  
**Allocated Positions:** 99

**I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period**

Key: OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

**1 Underutilization Category: Administrative Support**

See County-Wide Clerical Recruitments 2007 - 2008 Annual EEO Report.

**2 Underutilization Category: Officials & Administrators**

The Library did not conduct a recruitment in this category during this reporting period.

**3 Underutilization Category: Professionals**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male		18	18		
Female	1	38	33		
DNI					
<b>ETHNIC</b>					
DNI		4	3		
WH	1	31	27		
BL		2	2		
HIS		15	15		
AS		2	2		
NA		2	2		
Disabled					

**4 Underutilization Category: Technicians**

The Library did not conduct a recruitment in this category during this reporting period.

**II. EEO Grievances**

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

The Library had no reported grievances during this reporting period.

### III. EEO Training

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Disabilities Awareness	3	Administrative Support
Disabilities Awareness	1	Professionals
Gender Communication	5	Administrative Support
Gender Communication	2	Professionals
Preventing Sexual Harassment	5	Administrative Support
Sexual Harassment For Supervisors	8	Administrative Support
Sexual Harassment For Supervisors	2	Officials & Administrators
Sexual Harassment For Supervisors	7	Professionals
Bridging Diversity	6	Administrative Support
Bridging Diversity	3	Professionals
New Employee Orientation	5	Professionals
New Employee Orientation	1	Administrative Support

**Para-Professionals will be assigned a new occupational category for the next reporting period.**

### IV. EEO Commission Meeting Attendance

This department attended 0 out of 4 meetings during this reporting period.

### V. Other EEO Related Accomplishments

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

The Library had no updates for this reporting period.

### VI. Recruitment goals for the next reporting period

Occupational Categories	Female	Black	Hispanic	Asian	Native American
A. Officials & Administrators			1		
B. Professionals			5		
C. Technicians			1		
D. Protective Service Workers					
E. Administrative Support			7		
F. Skilled Craft Workers					
G. Service & Maintenance					

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

VI. EEO categories for the Library

**Officials & Administrators**

County Librarian  
Manager II/III/IV

**Technicians**

Application Specialist II  
Systems Engineer II

**Professionals**

Accountant II  
Librarian II/III/III

**Administrative Support**

Account Clerk III  
Administrative Clerk I/II  
Clerical Division Supervisor  
Confidential Assistant IV  
Library Assistant I/II  
Library Page (Clerical Community Aide)  
(Extra Help ONLY)  
Storekeeper I

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007 - June 30, 2008  
**Department:** Parks & Recreation  
**Full Time Employees:** 30  
**Allocated Positions:** 35

**I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period**

Key: OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

**1 Underutilization Category: Administrative Support**

Parks & Recreation did not conduct a recruitment for this category during this reporting period.

**2 Underutilization Category: Officials & Administrators**

Parks & Recreation did not conduct a recruitment for this category during this reporting period.

**3 Underutilization Category: Service & Maintenance**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	1	29	3	6	6
Female		7	1	2	2
DNI					
<b>ETHNIC</b>					
DNI		1	1		
WH		14	1	3	4
BL		4		2	
HIS	1	13	1	2	4
AS		4	1	1	
NA					
Disabled					

**4 Underutilization Category: Skilled Craft Workers**

Parks & Recreation did not conduct a recruitment for this category during this reporting period.

**II. EEO Grievances**

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

The Parks & Recreation Department had no reported grievances during this reporting period.

**III. EEO Training**

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Sexual Harassment for Supervisors	1	Officials & Administrators
Sexual Harassment for Supervisors	7	Service & Maintenance
Gender Communications	1	Service & Maintenance
New Employee Orientation	1	Administrative Support
New Employee Orientation	4	Service & Maintenance
New Employee Orientation	1	Professionals
New Employee Orientation	1	Officials & Administrators

**IV. EEO Commission Meeting Attendance**

Parks & Recreation was represented by Environmental Resources during this reporting period.

**V. Other EEO Related Accomplishments**

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

The Parks & Recreation Department had no updates this reporting period.

**VI. Recruitment goals for the next reporting period**

Occupational Categories	Female	Black	Hispanic	Asian	Native American
A. Officials & Administrators					
B. Professionals			2		
C. Technicians					
D. Protective Service Workers					
E. Administrative Support					
F. Skilled Craft Workers					
G. Service & Maintenance			2		

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

**VII. EEO categories for the Parks Department**

**Officials & Administrators**

Deputy Director of Parks  
Manager III

**Skilled Craft Workers**

Equipment Mechanic

**Administrative Support**

Account Clerk III

**Service & Maintenance**

Park Maintenance Worker II/III  
Park Supervisor  
Park Aide

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007 - June 30, 2008  
**Department:** Planning  
**Full Time Employees:** 41  
**Allocated Positions:** 45

**I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period**

Key:      OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

**1 Underutilization Category: Administrative Support**

The Planning Department did not conduct a recruitment in this category for this reporting period.

**2 Underutilization Category: Officials & Administrators**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	1	15		5	4
Female		5		2	2
DNI					
<b>ETHNIC</b>					
DNI					
WH	12	5			
BL					
HIS	7	2			
AS					
NA	1				
Disabled					

**3 Underutilization Category: Professionals**

The Planning Department did not conduct a recruitment in this category for this reporting period.

**4 Underutilization Category: Technicians**

The Planning Department did not conduct a recruitment in this category for this reporting period.

**II. EEO Grievances**

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

The Planning Department had no reported grievances during this reporting period.

### III. EEO Training

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Preventing Sexual Harassment	1	Administrative Support
Preventing Sexual Harassment	7	Professionals
Sexual Harassment For Supervisors	1	Professionals
Sexual Harassment For Supervisors	1	Administrative Support
Sexual Harassment For Supervisors	1	Technician
Sexual Harassment For Supervisors	3	Officials & Administrators
Bridging Diversity	1	Technicians
Bridging Diversity	1	Administrative Support
New Employee Orientation	1	Administrative Support
New Employee Orientation	5	Professionals
New Employee Orientation	1	Technicians

### IV. EEO Commission Meeting Attendance

This department attended 2 out of 4 meetings during this reporting period.

### V. Other EEO Related Accomplishments

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

The Planning Department had no updates for this reporting period.

### VI. Recruitment goals for the next reporting period

The Planning Department did not have any categories underutilized this reporting period.

### VII. EEO categories for Planning

#### **Officials & Administrators**

Assistant Director  
Director of Planning  
Manager II/III/IV  
Public Works Manager II  
Staff Services Coordinator  
Supervising Building Inspector

#### **Professionals**

Associate Civil Engineer  
Associate Planner  
Plan Check Engineer

#### **Technicians**

Application Specialist II/III  
Building Inspector II  
Senior Engineering Technician  
Staff Services Technician

#### **Administrative Support**

Account Clerk III  
Administrative Clerk II/III  
Confidential Assistant III/IV

## EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007 - June 30, 2008  
**Department:** Probation  
**Full Time Employees:** 236  
**Allocated Positions:** 260

**I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period**

Key:      OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

**1 Underutilization Category: Administrative Support**

See County-Wide Clerical Recruitments 2007-2008 EEO Report

**2 Underutilization Category: Officials & Administrators**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	1	38	17	7	8
Female		5	1	1	3
DNI					
<b>ETHNIC</b>					
DNI		3	1		1
WH	1	30	11	7	9
BL		2	2		
HIS		3	2		
AS		4	1	1	1
NA		1	1		
Disabled					

**3 Underutilization Category: Professionals**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	2	57	22	18	14
Female		51	18	17	14
DNI		1		1	
<b>ETHNIC</b>					
DNI		3	1	2	
WH	1	40	15	12	9
BL		7	3	3	1
HIS		48	19	13	15
AS	1	10	1	6	3
NA		1	1		
Disabled					

**4 Underutilization Category: Protective Service Workers**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	9	752		422	3
Female	5	624		365	3
DNI		2			
<b>ETHNIC</b>					
DNI	2	42		44	
WH	7	512		263	2
BL		152		73	
HIS	5	555		347	3
AS		98		56	1
NA		19		4	
Disabled					

**5 Underutilization Category: Technicians**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	1	20	11		6
Female		4	2		2
DNI					
<b>ETHNIC</b>					
DNI					
WH	1	16	7		7
BL					
HIS		6	5		1
AS		2	1		
NA					
Disabled					

**II. EEO Grievances**

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

The Probation Department had no reported grievances during this reporting period.

**III. EEO Training**

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Bridging Diversity	1	Officials & Administrators
Bridging Diversity	3	Administrative Support
Gender Communication	1	Administrative Support
New Employee Orientation	6	Administrative Support
New Employee Orientation	1	Officials & Administrators
New Employee Orientation	4	Professionals
Sexual Harassment for Suprvisors	1	Administrative Support
Sexual Harassment for Suprvisors	3	Officials & Administrators
Sexual Harassment for Suprvisors	1	Protective Service: Sworn
Sexual Harassment for Suprvisors	7	Professionals

#### IV. EEO Commission Meeting Attendance

This department attended 3 out of 4 meetings during this reporting period.

#### V. Other EEO Related Accomplishments

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

The Probation Department had no updates for this reporting period.

#### VI. Recruitment goals for the next reporting period

Occupational Categories	Female	Black	Hispanic	Asian	Native American
A. Officials & Administrators	1		3		
B. Professionals			4		
C. Technicians					
D. Protective Service Workers	2			2	1
E. Administrative Support					
F. Skilled Craft Workers					
G. Service & Maintenance					

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

#### VII. EEO categories for Probation

##### **Officials & Administrators**

Chief Probation Officer  
Manager II/III  
Manager III - Safety  
Chief Deputy Probation Officer

##### **Technicians**

Software Developer/Analyst III  
Systems Engineer I/II

##### **Professionals**

Accountant I/II  
Deputy Probation Officer II/III  
Staff Services Analyst  
Supervising Probation Officer

##### **Protective Service Workers**

Group Supervisor I/II/III  
Senior Group Supervisor

##### **Administrative Support**

Account Clerk II/III  
Accounting Technician  
Confidential Assistant II/III/IV  
Legal Clerk I/II/III/IV  
Stock Delivery Clerk II  
Supervising Legal Clerk II

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007- June 30, 2008  
**Department:** Public Defender  
**Full Time Employees:** 47  
**Allocated Positions:** 49

**I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period**

Key:      OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

**1 Underutilization Category: Administrative Support**

The Public Defender's Office did not conduct a recruitment in this category for this reporting period.

**2 Underutilization Category: Officials & Administrators**

The Public Defender's Office did not conduct a recruitment in this category for this reporting period.

**3 Underutilization Category: Professionals**

	HIRED	APPLIED	OMQ	EIW/EIQ	ELIGIBLE LIST
Male	1	9		1	5
Female		9		2	3
DNI					
<b>ETHNIC</b>					
DNI		2		1	1
WH	1	8		2	3
BL		1			
HIS		4			3
AS		3			1
NA					
Disabled					

**4 Underutilization Category: Technicians**

The Public Defender's Office did not conduct a recruitment in this category for this reporting period.

**II. EEO Grievances**

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

Charge/Filing Date	Charges Filed Under EEO Grievance Procedure/Other	Disposition
6/14/2008	Racial Discrimination, Retaliation and Other	EEOC is requesting information be sent

**III. EEO Training**

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
New Employee Orientation	1	Administrative Support
Sexual Harassment For Supervisors	1	Administrative Support
Sexual Harassment For Supervisors	1	Technicians
Sexual Harassment For Supervisors	2	Officials & Administrators

**IV. EEO Commission Meeting Attendance**

This department was unable to send a representative during this reporting period.

**V. Other EEO Related Accomplishments**

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

The Public Defender's Office had no updates for this reporting period.

**VI. Recruitment goals for the next reporting period**

Occupational Categories	Female	Black	Hispanic	Asian	Native American
A. Officials & Administrators	1		3		
B. Professionals			4		
C. Technicians					
D. Protective Service Workers					
E. Administrative Support					
F. Skilled Craft Workers					
G. Service & Maintenance					

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

**VII. EEO categories for Public Defender****Officials & Administrators**

Chief Deputy Public Defender  
Public Defender

**Professionals**

Attorney I/II/III/IV/V

**Technicians**

Special Investigator II/III

**Administrative Support**

Confidential Assistant IV  
Legal Clerk I/II/III/IV  
Paralegal I/II/III  
Supervising Legal Clerk II

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007 - June 30, 2008  
**Department:** Public Works  
**Full Time Employees:** 116  
**Allocated Positions:** 119

**I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period**

Key:      OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

**1 Underutilization Category: Administrative Support**

Public Works did not conduct a recruitment in this category for this reporting period.

**2 Underutilization Category: Officials & Administrators**

Public Works did not conduct a recruitment in this category for this reporting period.

**3 Underutilization Category: Professionals**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	4	18	5		6
Female		1			1
DNI					
<b>ETHNIC</b>					
DNI					
WH	2	13	4		5
BL					
HIS	1	4			1
AS	1	2	1		1
NA					
Disabled					

**4 Underutilization Category: Service & Maintenance**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	14	191	56	66	46
Female		6	2	4	
DNI					
<b>ETHNIC</b>					
DNI		7	4	2	1
WH	12	100	20	30	34
BL		3	2		1
HIS	2	75	26	34	9
AS		5	4	1	
NA		7	2	3	1
Disabled					

**5 Underutilization Category: Skilled Craft Workers**

Public Works did not conduct a recruitment in this category for this reporting period.

**6 Underutilization Category: Technicians**

Public Works did not conduct a recruitment in this category for this reporting period.

**II. EEO Grievances**

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

Charge/Filing Date	Charges Filed Under EEO Grievance Procedure/Other	Disposition
3/11/2008	Racial, Sex, Age Discrimination	EEOC is closing case.

**III. EEO Training**

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Sexual Harassment For Supervisors	2	Administrative Support
Sexual Harassment For Supervisors	4	Officials & Administrators
Sexual Harassment For Supervisors	5	Professionals
Sexual Harassment For Supervisors	1	Technicians
Sexual Harassment For Supervisors	9	Service & Maintenance
Gender Communications	1	Professionals
New Employee Orientation	2	Professionals
New Employee Orientation	1	Administrative Support
New Employee Orientation	1	Officials & Administrators
New Employee Orientation	4	Technicians
New Employee Orientation	6	Service & Maintenance
Preventing Sexual Harassment	1	Administrative Support

**IV. EEO Commission Meeting Attendance**

This department attended 1 out of 4 meetings during this reporting period.

**V. Other EEO Related Accomplishments**

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

The Public Works Department had no updates for this reporting period.

**VI. Recruitment goals for the next reporting period**

Occupational Categories	Female	Black	Hispanic	Asian	Native American
A. Officials & Administrators					
B. Professionals					
C. Technicians					
D. Protective Service Workers					
E. Administrative Support					
F. Skilled Craft Workers					
G. Service & Maintenance					

The Public Works Department did not have any categories underutilized this reporting period.

VII. EEO categories for Public Works

**Officials & Administrators**

Deputy Director Public Works  
Director of Public Works  
Manager III  
Public Works Manager II  
Staff Services Coordinator

**Technicians**

Application Specialist II/III  
Engineering Aid II  
Engineering Technician  
Senior Application Specialist  
Senior Engineering Technician

**Professionals**

Accountant III  
Associate Civil Engineer  
Associate Planner  
Assistant Engineer  
Right Of Way Agent  
Staff Services Analyst  
Supervising Civil Engineer  
Transportation Project Coordinator

**Skilled Craft Workers**

Heavy Equipment Mechanic  
Maintenance Mechanic

**Administrative Support**

Account Clerk III  
Accounting Technician  
Administrative Clerk II/III  
Administrative Secretary  
Confidential Assistant III/IV

**Service & Maintenance**

Road Maintenance Worker II/III  
Road Supervisor  
Senior Road Maintenance Worker

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007 - June 30, 2008  
**Department:** Sheriff  
**Full Time Employees:** 640  
**Allocated Positions:** 676

**I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period**

Key:      OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

**1 Underutilization Category: Administrative Support**

The Sheriff's Department did not conduct a recruitment in this category during this reporting period.

**2 Underutilization Category: Officials & Administrators**

The Sheriff's Department did not conduct a recruitment in this category during this reporting period.

**3 Underutilization Category: Professionals**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male		15			5
Female		16			6
DNI					
<b>ETHNIC</b>					
DNI		2			1
WH		21			10
BL		2			
HIS		3			
AS		3			
NA					
Disabled					

**4 Underutilization Category: Protective Service Workers - Sworn**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male	13	195	50	97	
Female	3	25	6	12	
DNI					
<b>ETHNIC</b>					
DNI	4	12	2	6	
WH	8	133	33	63	
BL		4	1	2	
HIS	4	60	15	33	
AS		9	4	4	
NA		2	1	1	
Disabled					

**5 Underutilization Category: Service & Maintenance**

The Sheriff's Department did not conduct a recruitment in this category during this reporting period.

**6 Underutilization Category: Technicians**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male		127	62	6	44
Female	1	34	21	1	11
DNI					5
<b>ETHNIC</b>					
DNI		29	2		23
WH		60	36	2	18
BL		9	5	1	2
HIS		38	24	1	10
AS	1	22	15	2	3
NA		3	1	1	3
Disabled					1

**II. EEO Grievances**

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

The Sheriff's Department had no reported grievances during this reporting period.

**III. EEO Training**

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Preventing Sexual Harassment	2	Administrative Support
Bridging Diversity	4	Administrative Support
Disabilities Awareness	1	Protective Service- Sworn
Gender Communications	2	Administrative Support
Gender Communications	1	Protective Service Workers
New Employee Orientation	1	Professionals
New Employee Orientation	2	Technicians
New Employee Orientation	1	Service & Maintenance
New Employee Orientation	21	Administrative Support
New Employee Orientation	6	Protective Service Workers
Sexual Harassment for Supervisors	7	Administrative Support
Sexual Harassment for Supervisors	5	Officials & Administrators
Sexual Harassment for Supervisors	2	Technicians
Sexual Harassment for Supervisors	19	Professionals
Sexual Harassment for Supervisors	44	Protective Service Workers

**IV. EEO Commission Meeting Attendance**

This department attended 3 out of 4 meetings during this reporting period.

**V. Other EEO Related Accomplishments**

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

The Sheriff's Department had no updates for this reporting period.

VI. Recruitment goals for the next reporting period

Occupational Categories	Female	Black	Hispanic	Asian	Native American
A. Officials & Administrators	2		1		
B. Professionals			1		
C. Technicians			2		
D. Protective Service Workers - Sworn	7		4	1	
E. Protective Service Workers - Non Sworn					
F. Administrative Support		1		1	
G. Skilled Craft Workers					
H. Service & Maintenance			1		

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

VII. EEO categories for the Sheriff's Office

**Officials & Administrators**

Undersheriff  
Manager II/III/IV

**Protective Service Workers - Sworn**

Deputy Sheriff  
Deputy Sheriff - Custodial  
Sergeant  
Sergeant-Custodial

**Protective Services Workers**

**Non Sworn**

Community Services Officer  
Deputy Coroner  
Security Officer

**Elected Official**

Sheriff

**Technicians**

Application Specialist II  
Crime Analyst  
Crime Analyst Technician  
Software Developer/Analyst III  
Senior Systems Engineer  
Systems Engineer II  
Systems Technician I

**Service & Maintenance**

Assistant Cook I/II  
Custodial Cook  
Supervising Custodial Cook

**Professionals**

Accountant II/III  
Captain  
Custodial Lieutenant  
Lieutenant  
Staff Services Analyst  
Supervising Public Administrator

**Administrative Support**

Account Clerk II/III  
Accounting Technician  
Administrative Clerk I  
Administrative Secretary  
Confidential Assistant II/III/IV  
Legal Clerk I/II/III/IV  
Stock Delivery Clerk II  
Storekeeper II  
Supervising Custodial Cook  
Supervising Legal Clerk I/II

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007- June 30, 2008  
**Department:** Stanislaus Regional 9-1-1  
**Full Time Employees:** 57  
**Allocated Positions:** 64

**I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period**

Key: OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

**1 Underutilization Category: Administrative Support**

	HIRED	APPLIED	OMQ/DNQ	EIW/EIQ	ELIGIBLE LIST
Male		81	60	50	
Female	6	320	195	256	
DNI					
<b>ETHNIC</b>					
DNI		39	12	14	
WH	4	201	127	169	
BL	1	20	12	27	
HIS	1	106	71	78	
AS		28	26	15	
NA		7	4	3	
Disabled					

**2 Underutilization Category: Officials & Administrators**

Stanislaus Regional 9-1-1 did not conduct a recruitment in this category for this reporting period.

**3 Underutilization Category: Technicians**

Stanislaus Regional 9-1-1 did not conduct a recruitment in this category for this reporting period.

**II. EEO Grievances**

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

Stanislaus Regional 911 had no reported grievances during this reporting period.

### III. EEO Training

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Bridging Diversity	1	Officials & Administrators
Bridging Diversity	1	Administrative Support
Gender Communication	1	Officials & Administrators
Disabilities Awareness	1	Officials & Administrators
Preventing Sexual Harassment	1	Officials & Administrators
Sexual Harassment For Supervisors	4	Administrative Support
Sexual Harassment For Supervisors	4	Officials & Administrators
New Employee Orientation	4	Administrative Support
New Employee Orientation	1	Technicians

### IV. EEO Commission Meeting Attendance

This department attended 3 out of 4 meetings during this reporting period.

### V. Other EEO Related Accomplishments

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

Stanislaus Regional 911 had no updates for this reporting period.

### VI. Recruitment goals for the next reporting period

Occupational Categories	Female	Black	Hispanic	Asian	Native American
A. Officials & Administrators			2		
B. Professionals					
C. Technicians	1		1		
D. Protective Service Workers					
E. Administrative Support		1	8		
F. Skilled Craft Workers					
G. Service & Maintenance					

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

### VII. EEO categories for Stanislaus Regional 9-1-1

#### Officials & Administrators

Deputy Director Emergency Dispatch  
Manager I/II/III

#### Technicians

Application Specialist I/II  
Software Developer/Analyst III  
Systems Engineer II

#### Administrative Support

Account Clerk III  
Confidential Assistant IV  
Emergency Call Taker  
Emergency Dispatcher

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007- June 30, 2008  
**Department:** Strategic Business Technology  
**Full Time Employees:** 28  
**Allocated Positions:** 29

## I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period

Key: OMQ - Others More Qualified EIW- Eliminated in Written Exam EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

### 1 Underutilization Category: Administrative Support

Strategic Business Technology did not conduct a recruitment in this category for this reporting period.

### 2 Underutilization Category: Officials & Administrators

Strategic Business Technology did not conduct a recruitment in this category for this reporting period.

### 3 Underutilization Category: Technicians

Strategic Business Technology did not conduct a recruitment in this category for this reporting period.

## II. EEO Grievances

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

The Strategic Business Technology Department had no reported grievances during this reporting period.

## III. EEO Training

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Sexual Harassment For Supervisors	2	Officials & Administrators
Sexual Harassment For Supervisors	1	Technicians
New Employee Orientation	1	Technicians

## IV. EEO Commission Meeting Attendance

This department attended 2 out of 4 meetings during this reporting period.

## V. Other EEO Related Accomplishments

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

The Strategic Business Technology Department had no updates for this reporting period.

VI. Recruitment goals for the next reporting period

Occupational Categories	Female	Black	Hispanic	Asian	Native American
A. Officials & Administrators	1		3		
B. Professionals			4		
C. Technicians					
D. Protective Service Workers					
E. Administrative Support					
F. Skilled Craft Workers					
G. Service & Maintenance					

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

VII. EEO categories for Strategic Business Technology

**Officials & Administrators**

Chief Information Officer  
 Director of Strategic Business Technology  
 Manager IV  
 Staff Services Coordinator

**Administrative Support**

Confidential Assistant IV

**Technicians**

Application Specialist II/III  
 Software Developer/Analyst III  
 Senior Software Developer/Analyst  
 Senior System Engineer  
 Systems Engineer I/II

# EQUAL EMPLOYMENT OPPORTUNITY REPORT

**Report Cycle Dates:** July 1, 2007 - June 30, 2008  
**Department:** Treasurer/Tax Collector  
**Full Time Employees:** 33  
**Allocated Positions:** 37

## I. Analysis of Classifications In Underutilized Occupational Categories based upon recruitments conducted for this reporting period

Key: OMQ - Others More Qualified      EIW- Eliminated in Written Exam      EIQ - Eliminated in Oral Exam

The numbers in the charts below will not balance because the No Shows (NS) are not included in these figures.

### 1 Underutilization Category: Administrative Support

The Treasurer/Tax Collectors Office did not conduct a recruitment in this category for this reporting period.

### 2 Underutilization Category: Officials & Administrators

The Treasurer/Tax Collectors Office did not conduct a recruitment in this category for this reporting period.

### Underutilization Category: Professionals

The Treasurer/Tax Collectors Office did not conduct a recruitment in this category for this reporting period.

## II. EEO Grievances

During this reporting period this department received and processed the following grievances under the County's EEO Grievance Procedure or other enforcement agency:

The Treasurer/Tax Collector's Office had no reported grievances during this reporting period.

## III. EEO Training

During this reporting period, this department had the following employees participating in EEO training:

Workshop	Number of Employees	Supervision /Non-Supervisory
Preventing Sexual Harassment	1	Administrative Support
Sexual Harassment For Supervisors	1	Officials & Administrators
Sexual Harassment For Supervisors	1	Administrative Support
Sexual Harassment For Supervisors	4	Professionals
New Employee Orientation	2	Administrative Support
Preventing Sexual Harassment	1	Administrative Support

## IV. EEO Commission Meeting Attendance

This department attended 2 out of 4 meetings during this reporting period.

**V. Other EEO Related Accomplishments**

During this reporting period, this department was involved in the following noteworthy activities in support of equal employment opportunity in County government.

The Treasurer/Tax Collector's Office had no updates for this reporting period.

**VI. Recruitment goals for the next reporting period**

<b>Occupational Categories</b>	<b>Female</b>	<b>Black</b>	<b>Hispanic</b>	<b>Asian</b>	<b>Native American</b>
<b>A. Officials &amp; Administrators</b>	1		3		
<b>B. Professionals</b>			4		
<b>C. Technicians</b>					
<b>D. Protective Service Workers</b>					
<b>E. Administrative Support</b>					
<b>F. Skilled Craft Workers</b>					
<b>G. Service &amp; Maintenance</b>					

The Department and the Chief Executive Office/Human Resources team will utilize these goals to assist in the department's overall recruitment and advertising plan for the next reporting period.

**VII. EEO categories for the Treasurer/Tax Collector**

**Officials & Administrators**

Manager II/III

**Professionals**

Accountant I/II

**Administrative Support**

Account Clerk III

Accounting Technician

Collector

Confidential Assistant IV

Senior Collector

**Elected Official**

Treasurer/Tax Collector