

EEOP Utilization Report



Thu Nov 17 11:07:21 EST 2016

Step 1: Introductory Information

Grant Title:	VAWA Investigator 2014-2015	Grant Number:	2012-VAWA-011-SW
Grantee Name:	Ozark Police Department	Award Amount:	\$38,957.00
Grantee Type:	Local Government Agency		
Address:	201 E Brick ST Ozark, Missouri 65721		
Contact Person:	Becky Appleton	Telephone #:	417-581-7914
Contact Address:	201 E Brick ST Ozark, Missouri 65721		
DOJ Grant Manager:	Michelle Parks	DOJ Telephone #:	573-751-5954

Grant Title:	Bullet Proof Vest Program 2015-2016	Grant Number:	15078424
Grantee Name:	Ozark Police Department	Award Amount:	\$5,560.00
Grantee Type:	Local Government Agency		
Address:	201 E Brick ST Ozark, Missouri 65721		
Contact Person:	Becky Appleton	Telephone #:	417-581-7914
Contact Address:	201 E Brick ST Ozark, Missouri 65721		
DOJ Grant Manager:	Help Desk	DOJ Telephone #:	877-758-3787

Grant Title:	LLEBG 2016	Grant Number:	2015-LLEBG-077
Grantee Name:	Ozark Police Department	Award Amount:	\$3,414.00
Grantee Type:	Local Government Agency		
Address:	201 E Brick ST Ozark, Missouri 65721		
Contact Person:	Becky Appleton	Telephone #:	417-581-7914
Contact Address:	201 E Brick ST Ozark, Missouri 65721		
DOJ Grant Manager:	Laura Robinson	DOJ Telephone #:	573-751-4905

Grant Title:	VAWA Investigator 2016-2017	Grant Number:	2014-VAWA-008-SW
Grantee Name:	Ozark Police Department	Award Amount:	\$36,006.00
Grantee Type:	Local Government Agency		
Address:	201 E Brick ST Ozark, Missouri 65721		
Contact Person:	Becky Appleton	Telephone #:	417-581-7914
Contact Address:	201 E Brick ST Ozark, Missouri 65721		
DOJ Grant Manager:	Michelle Parks	DOJ Telephone #:	573-751-5954

Grant Title:	Bullet Proof Vest Program 2016-2017	Grant Number:	16084762
Grantee Name:	Ozark Police Department	Award Amount:	\$2,400.00
Grantee Type:	Local Government Agency		
Address:	201 E Brick ST Ozark, Missouri 65721		
Contact Person:	Becky Appleton	Telephone #:	417-581-7914
Contact Address:	201 E Brick ST Ozark, Missouri 65721		
DOJ Grant Manager:	Help Desk	DOJ Telephone #:	877-758-3787

Policy Statement:

In December 2009 the Board of Alderman approved by ordinance an employee manual and updated the manual in September 2012. The City of Ozark is committed to assuring that:

All recruiting, hiring, training, promotion, compensation, and other employment related programs are provided fairly to all persons on an equal opportunity basis;

Employment decisions are based on the principles of equal opportunity. All personnel actions such as compensation, benefits, transfers, training, and participation in social and recreational programs are administered without regard to any characteristic protected by state, federal or local law; and Employees and applicants will not be subjected to harassment, intimidation, threats, retaliation, coercion or discrimination because they have exercised any right protected by law. We believe in and practice equal opportunity. All employees are responsible for supporting the concept of equal opportunity and diversity and assisting our City in meeting its objectives.

Step 4b: Narrative Underutilization Analysis

After reviewing the Utilization Analysis Chart, the Human Resource Director and the Command Staff of the Ozark Police Department made the following observations:

The Ozark Police Department under utilizes white females by 33% and over utilizes white males by 35% in the job classification Protective Services: Sworn-Patrol Officers.

Other instances of under-representation are impacted by limited number of employees in those categories and make it difficult to draw any reliable conclusions regarding under utilization.

Step 5 & 6: Objectives and Steps

1. 1. Identify any barriers in recruitment that might deter White women from applying for entry-level Police officer positions

a. a. The OZARK POLICE DEPARTMENT (OPD) will meet with female recruits to find out how they learned about the opportunity to become an OZARK POLICE DEPARTMENT officer. The OPD will also inquire as to whether anything in the recruitment or training process might be changed to encourage more females to become OPD officers. Based on their feedback, the OPD will reexamine its outreach and training efforts and develop a revised outreach program within six months, prior to the next recruitment cycle.

b. OPD will establish a policy to conduct exit interviews with all employees who voluntarily leave the police department, as part of the process the OPD will review the comments from all female patrol officers who voluntarily leave the OPD in the last 12 months and who had three years of service or less. Based on this research, the OPD will review how its employment policies may affect the recruitment and retention of female patrol officers.

2. 2. Target females in police recruitment campaigns.

a. a. To attract female recruits, the OD's community liaison office plans in the next six months to send a recruitment team to participate in job fairs and actively recruit at the area Police Academies.

Step 7a: Internal Dissemination

1. Distribute a hard copy of the EEOP Utilization Report to all employees in a supervisory position.
2. Send an e-mail and a hard-copy memorandum to all employees, to let them know that a copy of the EEOP Utilization Report is available on request.
3. Post a copy of the EEOP Utilization Report on the city's website intranet service, which is available to all OPD personnel.
4. Include a bound copy of the EEOP Utilization Report among the materials displayed in the City's Human Resource Office.

Step 7b: External Dissemination

1. Post a copy of the EEOP Utilization Report on the City of Ozark public website.
2. Include on all job announcements for OPD positions that applicants may obtain a copy of the OPD's EEOP Utilization Report on request.
3. Notify all contractors and vendors that do business with the OPD that a copy of the OPD's EEOP Utilization Report is available on request.

Utilization Analysis Chart

Relevant Labor Market: Christian County, Missouri

Job Categories	Male							Female								
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Officials/Administrators																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	1,340/57 %	55/2%	0/0%	4/0%	0/0%	0/0%	15/1%	0/0%	865/37%	55/2%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%																
Professionals																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	910/34%	14/1%	30/1%	0/0%	15/1%	0/0%	0/0%	4/0%	1,695/63 %	0/0%	0/0%	0/0%	0/0%	0/0%	8/0%	0/0%
Utilization #/%																
Technicians																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	125/37%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	190/57%	0/0%	15/4%	0/0%	0/0%	0/0%	4/1%	0/0%
Utilization #/%																
Protective Services: Sworn-Officials																
Workforce #/%	14/93%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	185/92%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	15/8%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	1%	0%	0%	0%	0%	0%	0%	0%	-1%	0%	0%	0%	0%	0%	0%	0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	13/76%	1/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	3/18%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	2,185/42 %	150/3%	20/0%	0/0%	35/1%	0/0%	10/0%	0/0%	2,640/50 %	100/2%	15/0%	20/0%	0/0%	0/0%	65/1%	4/0%
Utilization #/%	35%	3%	-0%	0%	-1%	0%	-0%	0%	-33%	-2%	-0%	-0%	0%	0%	-1%	-0%
Protective Services: Non-sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	15/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	15/33%	15/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Utilization #/%																
Administrative Support																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	4/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,050/40%	40/1%	0/0%	0/0%	4/0%	0/0%	30/1%	0/0%	2,750/54%	85/2%	10/0%	25/0%	55/1%	0/0%	70/1%	0/0%
Utilization #/%	-40%	-1%	0%	0%	-0%	0%	-1%	0%	46%	-2%	-0%	-0%	-1%	0%	-1%	0%
Skilled Craft																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	2,205/91%	110/5%	10/0%	20/1%	0/0%	0/0%	25/1%	0/0%	50/2%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%																
Service/Maintenance																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	2,880/51%	135/2%	60/1%	25/0%	25/0%	0/0%	100/2%	0/0%	2,195/39%	135/2%	0/0%	10/0%	20/0%	0/0%	50/1%	0/0%
Utilization #/%																

Law Enforcement Category Rank Chart

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Chief																
Workforce #/%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Captain																
Workforce #/%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Lieutenant																
Workforce #/%	2/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Sergeant																
Workforce #/%	4/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Corporal																
Workforce #/%	6/86%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/14%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	13/76%	1/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	3/18%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%

I understand the regulatory obligation under 28 C.F.R. § 42.301-.308 to collect and maintain extensive employment data by race, national origin, and sex, even though our organization may not use all of this data in completing the EEOP Utilization Report.

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

Michael M. Hunter
[signature]

HR DIRECTOR
[title]

11/17/2016
[date]