



# CITY OF LONG BEACH

DEPARTMENT OF HUMAN RESOURCES

**C-8**

333 WEST OCEAN BOULEVARD • LONG BEACH, CALIFORNIA 90802 • (562) 570-6621

October 11, 2011

HONORABLE MAYOR AND CITY COUNCIL

City of Long Beach

California

## RECOMMENDATION:

Adopt the attached resolution, which commits the City of Long Beach to a policy of nondiscrimination and equal employment in all hiring activities; and refer the proposed three-year Equal Employment Opportunity Program Plan 2010-2012 to the Personnel and Civil Service Committee for review. (Citywide)

## DISCUSSION

The Equal Employment Opportunity Plan (EEOP) analyzes the City's work force in comparison to its relevant labor market to determine if females and/or minorities are under-represented in the work force. Historically, the City has used the combined labor forces of Los Angeles and Orange Counties to determine the Labor Market Availability. The 2000 Census data was used to determine the City's relevant labor market availability statistics (2010 Census data for cities was not yet available).

Citywide objectives were established for females, Hispanics and Asians, as identified in the previous (2007-2009) EEOP. Although the City has made progress, we are still under-represented in the following categories: Females, as a group, and Hispanics. To address EEO challenges and opportunities for improving female and minority hires and promotions, the City continues to utilize existing strategies for recruitment, retention and professional development, such as encouraging department managers to promote the EEOP objectives and providing professional development training to existing City staff.

City staff will continue to work with the Civil Service Commission to enhance outreach efforts in areas where female and minority candidates are concentrated, such as minority organizations, community colleges and universities, trade schools and other areas. Although we are currently under a hiring freeze, except for positions in critical service delivery areas, the City will also make a concerted effort to reach out to current non-career employees when filling permanent positions.

The EEOP has also proven to be an instrumental tool for the City to comply with both Federal and State laws and mandates to obtain grant funding. It is also a means of communicating employee demographics to national and local organizations, such as the National Association for the Advancement of Colored People (NAACP) and Centro Cha.

HONORABLE MAYOR AND CITY COUNCIL

October 11, 2011

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Once approved, annual status reports will be provided as part of the City's three-year Equal Employment Opportunity Program Plan 2010-2012. The status report will provide information on the City's work force composition and hiring data for each calendar year of the plan.

This letter was reviewed by Deputy City Attorney Amy Burton on August 3, 2011 and by Budget Management Officer Victoria Bell on August 4, 2011.

TIMING CONSIDERATIONS

City Council action on this matter is not time critical.

FISCAL IMPACT

There is no fiscal impact or local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.


Respectfully submitted,



DEBORAH R. MILLS  
DIRECTOR OF HUMAN RESOURCES

DRM: slm  
Share/eeoplan10-12/09CouncilLtr

Approved:

  
\_\_\_\_\_  
PATRICK H. WEST  
CITY MANAGER

Attachments: Resolution  
2010 – 2012 EEO Program Plan

OFFICE OF THE CITY ATTORNEY  
ROBERT E. SHANNON, City Attorney  
333 West Ocean Boulevard, 11th Floor  
Long Beach, CA 90802-4664

1 RESOLUTION NO.

2  
3 A RESOLUTION OF THE CITY COUNCIL OF THE  
4 CITY OF LONG BEACH ADOPTING AN EQUAL  
5 EMPLOYMENT OPPORTUNITY PLAN FOR 2010-2012  
6

7 WHEREAS, the City of Long Beach is firmly committed to a policy of  
8 nondiscrimination and equal employment opportunity on all matters affecting employment  
9 with the City; and

10 WHEREAS, the City of Long Beach reaffirms its commitment that no person  
11 shall be benefited or discriminated against in any manner which is inconsistent with  
12 federal or state statutes, the City Charter, City ordinances, resolutions, rules, or  
13 regulations in its employment practices; and

14 WHEREAS, the City of Long Beach will continue working toward the  
15 achievement of equal employment opportunity objectives which are both realistic and  
16 meaningful; and

17 WHEREAS, an effective program is necessary to achieve a representative  
18 work force at all levels of employment; and

19 WHEREAS, a recognition of equal business practices and principles is  
20 consistent with program objectives; and

21 WHEREAS, the City solicits and requires the cooperation and support of its  
22 officers and employees to promote the Equal Employment Opportunity Plan of the City to  
23 successfully implement the Plan;

24 NOW, THEREFORE, the City Council of the City of Long Beach resolves as  
25 follows:

26 Section 1. That the City Council of the City of Long Beach hereby adopts  
27 an Equal Employment Opportunity Plan for 2010 through 2012, a copy of which is  
28 attached hereto as Exhibit "A" and made a part hereof by this reference.



# EXHIBIT "A"

## Hires, Promotions, Separation for 2007-2009 by Department Permanent Full-Time Work Force

Total #	Total Males #	Total Females #	White Females & Minorities #	White #	Total Minorities #	Black #	Hispanic #	Asian #	American Indian #
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### City Manager Departments

City Manager		Hires		Promotions		Separations	
Year	Total	Total	Total	Total	Total	Total	Total
2007	5	0	5	5	13	6	1
2008	5	3	2	3	5	1	0
2009	0	0	0	0	0	4	1
Total	10	3	7	8	13	11	2

Community Development		Hires		Promotions		Separations	
Year	Total	Total	Total	Total	Total	Total	Total
2007	49	13	36	41	16	33	13
2008	28	12	16	22	8	20	9
2009	9	2	7	9	1	8	1
Total	86	27	59	72	25	61	23

Promotions		Hires		Separations	
Year	Total	Total	Total	Total	Total
2007	43	18	25	33	20
2008	35	11	24	33	8
2009	30	6	24	27	13
Total	108	35	73	93	41

Separations		Hires		Promotions	
Year	Total	Total	Total	Total	Total
2007	19	7	12	18	3
2008	14	7	7	11	4
2009	22	10	12	18	9
Total	55	24	31	47	16

Hires, Promotions, Separation for 2007-2009 by Department  
 Permanent Full-Time Work Force

	Total #	Total Males		Total Females		White Females & Minorities		White		Total Minorities		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
<b>Financial Management</b>																			
<b>Hires</b>																			
2007	17	6	35.3%	11	64.7%	14	82.4%	6	35.3%	11	64.7%	1	5.9%	4	23.5%	5	0.0%	1	5.9%
2008	16	1	6.3%	15	93.8%	15	93.8%	4	25.0%	12	75.0%	3	18.8%	3	18.8%	6	0.0%	0	0.0%
2009	2	1	50.0%	1	50.0%	2	100.0%	1	50.0%	1	50.0%	1	50.0%	0	0.0%	0	0.0%	0	0.0%
Total	35	8	22.9%	27	77.1%	31	88.6%	11	31.4%	24	68.6%	5	14.3%	7	20.0%	11	31.4%	1	2.9%
<b>Promotions</b>																			
2007	29	4	13.8%	25	86.2%	28	96.6%	9	31.0%	20	69.0%	3	10.3%	4	13.8%	12	41.4%	1	3.4%
2008	10	2	20.0%	8	80.0%	9	90.0%	4	40.0%	6	60.0%	1	10.0%	2	20.0%	3	30.0%	0	0.0%
2009	9	1	11.1%	8	88.9%	8	88.9%	1	11.1%	8	88.9%	1	11.1%	3	33.3%	3	33.3%	1	11.1%
Total	48	7	14.6%	41	85.4%	45	93.8%	14	29.2%	34	70.8%	5	10.4%	9	18.8%	18	37.5%	2	4.2%
<b>Fire</b>																			
<b>Hires</b>																			
2007	21	18	85.7%	3	14.3%	9	42.9%	13	61.9%	8	38.1%	1	4.8%	5	23.8%	2	9.5%	0	0.0%
2008	41	39	95.1%	2	4.9%	20	48.8%	23	56.1%	18	43.9%	5	12.2%	8	19.5%	5	12.2%	0	0.0%
2009	15	11	73.3%	4	26.7%	7	46.7%	11	73.3%	4	26.7%	1	6.7%	2	13.3%	1	6.7%	0	0.0%
Total	77	68	88.3%	9	11.7%	36	46.8%	47	61.0%	30	39.0%	7	9.1%	15	19.5%	8	10.4%	0	0.0%
<b>Promotions</b>																			
2007	22	18	81.8%	4	18.2%	7	31.8%	18	81.8%	4	18.2%	3	13.6%	1	4.5%	0	0.0%	0	0.0%
2008	44	40	90.9%	4	9.1%	23	52.3%	23	52.3%	21	47.7%	4	9.1%	10	22.7%	6	13.6%	1	2.3%
2009	11	11	100.0%	0	0.0%	4	36.4%	7	63.6%	4	36.4%	1	9.1%	2	18.2%	1	9.1%	0	0.0%
Total	77	69	89.6%	8	10.4%	34	44.2%	48	62.3%	29	37.7%	8	10.4%	13	16.9%	7	9.1%	1	1.3%
<b>Separations</b>																			
2007	28	25	89.3%	3	10.7%	13	46.4%	17	60.7%	11	39.3%	0	0.0%	8	28.6%	3	10.7%	0	0.0%
2008	44	37	84.1%	7	15.9%	23	52.3%	25	56.8%	19	43.2%	4	9.1%	12	27.3%	3	6.8%	0	0.0%
2009	42	41	97.6%	1	2.4%	10	23.8%	32	76.2%	10	23.8%	3	7.1%	5	11.9%	2	4.8%	0	0.0%
Total	114	103	90.4%	11	9.6%	46	40.4%	74	64.9%	40	35.1%	7	6.1%	25	21.9%	8	7.0%	0	0.0%

## Hires, Promotions, Separation for 2007-2009 by Department Permanent Full-Time Work Force

Attachment A

	Total #	Total Males		Total Females		White Females & Minorities		White		Total Minorities		Black		Hispanic		Asian		American Indian		
		#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	
<b>Long Beach Energy</b>																				
Hires	2007	17	15	88.2%	2	11.8%	12	70.6%	5	29.4%	12	70.6%	3	17.6%	6	35.3%	3	17.6%	0	0.0%
	2008	6	6	100.0%	0	0.0%	5	83.3%	1	16.7%	5	83.3%	1	16.7%	2	33.3%	2	33.3%	0	0.0%
	2009	2	1	50.0%	1	50.0%	1	50.0%	1	50.0%	1	50.0%	0	0.0%	1	50.0%	0	0.0%	0	0.0%
Total		25	22	88.0%	3	12.0%	18	72.0%	7	28.0%	18	72.0%	4	16.0%	9	36.0%	5	20.0%	0	0.0%
Promotions	2007	23	20	87.0%	3	13.0%	18	78.3%	5	21.7%	18	78.3%	4	17.4%	12	52.2%	2	8.7%	0	0.0%
	2008	29	26	89.7%	3	10.3%	17	58.6%	13	44.8%	16	55.2%	4	13.8%	9	31.0%	3	10.3%	0	0.0%
	2009	11	11	100.0%	0	0.0%	6	54.5%	5	45.5%	6	54.5%	1	9.1%	3	27.3%	2	18.2%	0	0.0%
Total		63	57	90.5%	6	13.0%	41	65.1%	23	36.5%	40	63.5%	9	14.3%	24	38.1%	7	11.1%	0	0.0%
<b>Health &amp; Human Services</b>																				
Separations	2007	12	8	66.7%	4	33.3%	10	83.3%	3	25.0%	9	75.0%	1	8.3%	6	50.0%	2	16.7%	0	0.0%
	2008	10	9	90.0%	1	10.0%	5	50.0%	6	60.0%	4	40.0%	2	20.0%	1	10.0%	1	10.0%	0	0.0%
	2009	12	12	100.0%	0	0.0%	5	41.7%	7	58.3%	5	41.7%	3	25.0%	1	8.3%	0	0.0%	1	8.3%
Total		34	29	85.3%	5	14.7%	20	58.8%	16	47.1%	18	52.9%	6	17.6%	8	23.5%	3	8.8%	1	2.9%
Hires	2007	44	11	25.0%	33	75.0%	40	90.9%	12	27.3%	32	72.7%	5	11.4%	21	47.7%	6	13.6%	0	0.0%
	2008	40	12	30.0%	28	70.0%	36	90.0%	8	20.0%	32	80.0%	11	27.5%	11	27.5%	10	25.0%	0	0.0%
	2009	17	2	11.8%	15	88.2%	17	100.0%	4	23.5%	13	76.5%	5	29.4%	4	23.5%	4	23.5%	0	0.0%
Total		101	25	24.8%	76	75.2%	93	92.1%	24	23.8%	77	76.2%	21	20.8%	36	35.6%	20	19.8%	0	0.0%
Promotions	2007	22	3	13.6%	19	86.4%	22	100.0%	6	27.3%	16	72.7%	2	9.1%	8	36.4%	5	22.7%	1	4.5%
	2008	24	7	29.2%	17	70.8%	21	87.5%	8	33.3%	16	66.7%	6	25.0%	9	37.5%	1	4.2%	0	0.0%
	2009	16	5	31.3%	11	68.8%	13	81.3%	7	43.8%	9	56.3%	1	6.3%	5	31.3%	3	18.8%	0	0.0%
Total		62	15	24.2%	47	75.8%	56	90.3%	21	33.9%	41	66.1%	9	14.5%	22	35.5%	9	14.5%	1	1.6%
Separations	2007	39	10	25.6%	29	74.4%	36	92.3%	13	33.3%	26	66.7%	7	17.9%	9	23.1%	9	23.1%	1	2.6%
	2008	50	15	30.0%	35	70.0%	42	84.0%	19	38.0%	31	62.0%	10	20.0%	14	28.0%	7	14.0%	0	0.0%
	2009	49	18	36.7%	31	63.3%	47	95.9%	7	14.3%	42	85.7%	15	30.6%	17	34.7%	10	20.4%	0	0.0%
Total		138	43	31.2%	95	68.8%	125	90.6%	39	28.3%	99	71.7%	32	23.2%	40	29.0%	26	18.8%	1	0.7%



# Hires, Promotions, Separation for 2007-2009 by Department

## Permanent Full-Time Work Force

	Total #	Total Males		Total Females		White Females & Minorities		White		Total Minorities		Black		Hispanic		Asian		American Indian		
		#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	
<b>Human Resources</b>																				
Hires	2007	1	0	0.0%	1	100.0%	1	100.0%	0	0.0%	1	100.0%	0	0.0%	1	100.0%	0	0.0%	0	0.0%
	2008	3	1	33.3%	2	66.7%	2	66.7%	2	66.7%	1	33.3%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	2009	1	0	0.0%	1	100.0%	1	100.0%	1	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	Total	5	1	20.0%	4	80.0%	4	80.0%	3	60.0%	2	40.0%	0	0.0%	2	40.0%	0	0.0%	0	0.0%
Promotions	2007	10	3	30.0%	7	70.0%	10	100.0%	2	20.0%	8	80.0%	3	30.0%	4	40.0%	1	10.0%	0	0.0%
	2008	2	1	50.0%	1	50.0%	2	100.0%	1	50.0%	1	50.0%	0	0.0%	1	50.0%	0	0.0%	0	0.0%
	2009	5	2	40.0%	3	60.0%	4	80.0%	2	40.0%	3	60.0%	0	0.0%	1	20.0%	2	40.0%	0	0.0%
	Total	17	6	35.3%	11	64.7%	16	94.1%	5	29.4%	12	70.6%	3	17.6%	6	35.3%	3	17.6%	0	0.0%
<b>Library Services</b>																				
Separations	2007	1	0	0.0%	1	100.0%	1	100.0%	0	0.0%	1	100.0%	0	0.0%	0	0.0%	1	100.0%	0	0.0%
	2008	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%
	2009	3	1	0.0%	2	0.0%	3	0.0%	1	0.0%	2	0.0%	1	0.0%	0	0.0%	1	0.0%	0	0.0%
	Total	4	1	25.0%	3	75.0%	4	100.0%	1	25.0%	3	75.0%	1	25.0%	0	0.0%	2	50.0%	0	0.0%
Hires	2007	18	3	16.7%	15	83.3%	17	94.4%	13	72.2%	5	27.8%	0	0.0%	3	16.7%	2	11.1%	0	0.0%
	2008	12	6	50.0%	6	50.0%	9	75.0%	7	58.3%	5	41.7%	0	0.0%	3	25.0%	2	16.7%	0	0.0%
	2009	2	1	50.0%	1	50.0%	2	100.0%	0	0.0%	2	100.0%	0	0.0%	1	50.0%	1	50.0%	0	0.0%
	Total	32	10	31.3%	22	68.8%	28	87.5%	20	62.5%	12	37.5%	0	0.0%	7	21.9%	5	15.6%	0	0.0%
Promotions	2007	11	2	18.2%	9	81.8%	10	90.9%	7	63.6%	4	36.4%	1	9.1%	3	27.3%	0	0.0%	0	0.0%
	2008	11	2	18.2%	9	81.8%	10	90.9%	8	72.7%	3	27.3%	2	18.2%	1	9.1%	0	0.0%	0	0.0%
	2009	1	0	0.0%	1	100.0%	1	100.0%	1	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	Total	23	4	17.4%	19	82.6%	21	91.3%	16	69.6%	7	30.4%	3	13.0%	4	17.4%	0	0.0%	0	0.0%
Separations	2007	10	2	20.0%	8	80.0%	10	100.0%	7	70.0%	3	30.0%	0	0.0%	2	20.0%	1	10.0%	0	0.0%
	2008	7	4	57.1%	3	42.9%	4	57.1%	6	85.7%	1	14.3%	0	0.0%	1	14.3%	0	0.0%	0	0.0%
	2009	4	0	0.0%	4	100.0%	4	100.0%	3	75.0%	1	25.0%	0	0.0%	1	25.0%	0	0.0%	0	0.0%
	Total	21	6	28.6%	15	71.4%	18	85.7%	16	76.2%	5	23.8%	0	0.0%	4	19.0%	1	4.8%	0	0.0%

**Hires, Promotions, Separation for 2007-2009 by Department  
Permanent Full-Time Work Force**

	Total #	Total Males		Total Females		White Females & Minorities		White		Total Minorities		Black		Hispanic		Asian		American Indian		
		#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	
<b>Oil Properties</b>																				
Hires	2007	3	2	0.0%	1	0.0%	2	0.0%	1	0.0%	2	0.0%	0	0.0%	0	0.0%	2	0.0%	0	0.0%
	2008	2	2	0.0%	0	0.0%	2	0.0%	0	0.0%	2	0.0%	0	0.0%	0	0.0%	2	0.0%	0	0.0%
	2009	1	1	0.0%	0	0.0%	1	0.0%	0	0.0%	1	0.0%	0	0.0%	1	0.0%	0	0.0%	0	0.0%
Total		6	5	83.3%	1	16.7%	5	83.3%	1	16.7%	5	83.3%	0	0.0%	1	16.7%	4	66.7%	0	0.0%
Promotions	2007	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%
	2008	3	3	0.0%	0	0.0%	2	0.0%	1	0.0%	2	0.0%	0	0.0%	0	0.0%	2	0.0%	0	0.0%
	2009	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%
Total		3	3	100.0%	0	0.0%	2	66.7%	1	33.3%	2	66.7%	0	0.0%	0	0.0%	2	66.7%	0	0.0%
<b>Separations</b>																				
	2007	2	2	100.0%	0	0.0%	2	100.0%	0	0.0%	2	100.0%	0	0.0%	0	0.0%	2	100.0%	0	0.0%
	2008	1	0	0.0%	1	100.0%	1	100.0%	0	0.0%	1	100.0%	0	0.0%	1	100.0%	0	0.0%	0	0.0%
	2009	6	4	66.7%	2	33.3%	4	66.7%	3	50.0%	3	50.0%	1	16.7%	1	16.7%	1	16.7%	0	0.0%
Total		9	6	66.7%	3	33.3%	7	77.8%	3	33.3%	6	66.7%	1	11.1%	2	22.2%	3	33.3%	0	0.0%
<b>Parks, Recreation &amp; Marine</b>																				
Hires	2007	17	9	52.9%	8	47.1%	13	76.5%	5	29.4%	12	70.6%	4	23.5%	6	35.3%	2	11.8%	0	0.0%
	2008	3	3	100.0%	0	0.0%	1	33.3%	2	66.7%	1	33.3%	0	0.0%	1	33.3%	0	0.0%	0	0.0%
	2009	8	4	50.0%	4	50.0%	7	87.5%	5	62.5%	3	37.5%	0	0.0%	2	25.0%	1	12.5%	0	0.0%
Total		28	16	57.1%	12	42.9%	21	75.0%	12	42.9%	16	57.1%	4	14.3%	9	32.1%	3	10.7%	0	0.0%
<b>Promotions</b>																				
	2007	23	12	52.2%	11	47.8%	15	65.2%	11	47.8%	12	52.2%	5	21.7%	6	26.1%	1	4.3%	0	0.0%
	2008	10	4	40.0%	6	60.0%	7	70.0%	4	40.0%	6	60.0%	1	10.0%	3	30.0%	2	20.0%	0	0.0%
	2009	15	7	46.7%	8	53.3%	13	86.7%	4	26.7%	11	73.3%	4	26.7%	6	40.0%	1	6.7%	0	0.0%
Total		48	23	47.9%	25	52.1%	35	72.9%	19	39.6%	29	60.4%	10	20.8%	15	31.3%	4	8.3%	0	0.0%
<b>Separations</b>																				
	2007	14	7	50.0%	7	50.0%	12	85.7%	5	35.7%	9	64.3%	6	42.9%	3	21.4%	0	0.0%	0	0.0%
	2008	17	12	70.6%	5	29.4%	11	64.7%	11	64.7%	6	35.3%	3	17.6%	3	17.6%	0	0.0%	0	0.0%
	2009	13	6	46.2%	7	53.8%	12	92.3%	4	30.8%	9	69.2%	4	30.8%	5	38.5%	0	0.0%	0	0.0%
Total		44	25	56.8%	19	43.2%	35	79.5%	20	45.5%	24	54.5%	13	29.5%	11	25.0%	0	0.0%	0	0.0%

Hires, Promotions, Separation for 2007-2009 by Department  
Permanent Full-Time Work Force

	Total #	Total Males		Total Females		White Females & Minorities		White		Total Minorities		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
<b>Development Services</b>																			
<b>Hires</b>																			
2007	11	6	54.5%	5	45.5%	8	72.7%	6	54.5%	5	45.5%	1	9.1%	1	9.1%	3	27.3%	0	0.0%
2008	5	3	60.0%	2	40.0%	4	80.0%	1	20.0%	4	80.0%	1	20.0%	2	40.0%	1	20.0%	0	0.0%
2009	1	0	0.0%	1	100.0%	1	100.0%	0	0.0%	1	100.0%	1	100.0%	0	0.0%	0	0.0%	0	0.0%
Total	17	9	52.9%	8	47.1%	13	76.5%	7	41.2%	10	58.8%	3	17.6%	3	17.6%	4	23.5%	0	0.0%
<b>Promotions</b>																			
2007	7	4	57.1%	3	42.9%	4	57.1%	5	71.4%	2	28.6%	0	0.0%	1	14.3%	1	14.3%	0	0.0%
2008	15	10	66.7%	5	33.3%	8	53.3%	9	60.0%	6	40.0%	2	13.3%	3	20.0%	1	6.7%	0	0.0%
2009	3	2	66.7%	1	33.3%	2	66.7%	1	33.3%	2	66.7%	2	66.7%	0	0.0%	0	0.0%	0	0.0%
Total	25	16	64.0%	9	36.0%	14	56.0%	15	60.0%	10	40.0%	4	16.0%	4	16.0%	2	8.0%	0	0.0%
<b>Police</b>																			
<b>Hires</b>																			
2007	110	81	73.6%	29	26.4%	78	70.9%	40	36.4%	70	63.6%	6	5.5%	41	37.3%	22	20.0%	1	0.9%
2008	61	41	67.2%	20	32.8%	44	72.1%	21	34.4%	40	65.6%	10	16.4%	21	34.4%	8	13.1%	1	1.6%
2009	15	9	60.0%	6	40.0%	14	93.3%	3	20.0%	12	80.0%	3	20.0%	6	40.0%	3	20.0%	0	0.0%
Total	186	131	70.4%	55	29.6%	136	73.1%	64	34.4%	122	65.6%	19	10.2%	68	36.6%	33	17.7%	2	1.1%
<b>Promotions</b>																			
2007	77	60	77.9%	17	22.1%	44	57.1%	38	49.4%	39	50.6%	13	16.9%	16	20.8%	9	11.7%	1	1.3%
2008	65	44	67.7%	21	32.3%	43	66.2%	35	53.8%	30	46.2%	5	7.7%	20	30.8%	5	7.7%	0	0.0%
2009	26	21	80.8%	5	19.2%	15	57.7%	12	46.2%	14	53.8%	1	3.8%	12	46.2%	1	3.8%	0	0.0%
Total	168	125	74.4%	43	25.6%	102	60.7%	85	50.6%	83	49.4%	19	11.3%	48	28.6%	15	8.9%	1	0.6%
<b>Separations</b>																			
2007	88	60	68.2%	28	31.8%	63	71.6%	32	36.4%	56	63.6%	23	26.1%	23	26.1%	9	10.2%	1	1.1%
2008	78	59	75.6%	19	24.4%	45	57.7%	40	51.3%	38	48.7%	9	11.5%	18	23.1%	11	14.1%	0	0.0%
2009	75	51	68.0%	24	32.0%	37	49.3%	48	64.0%	27	36.0%	11	14.7%	9	12.0%	6	8.0%	1	1.3%
Total	241	170	70.5%	71	29.5%	145	60.2%	120	49.8%	121	50.2%	43	17.8%	50	20.7%	26	10.8%	2	0.8%

Hires, Promotions, Separation for 2007-2009 by Department  
 Permanent Full-Time Work Force

	Total	Total Males		Total Females		White Females & Minorities		White		Total Minorities		Black		Hispanic		Asian		American Indian		
		#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	
<b>Public Works</b>																				
Hires	2007	60	34	56.7%	26	43.3%	56	93.3%	11	18.3%	49	81.7%	15	25.0%	22	36.7%	10	16.7%	2	3.3%
	2008	48	31	64.6%	17	35.4%	35	72.9%	19	39.6%	29	60.4%	9	18.8%	13	27.1%	6	12.5%	1	2.1%
	2009	15	11	73.3%	4	26.7%	13	86.7%	3	20.0%	12	80.0%	5	33.3%	5	33.3%	2	13.3%	0	0.0%
	Total	123	76	61.8%	47	38.2%	104	84.6%	33	26.8%	90	73.2%	29	23.6%	40	32.5%	18	14.6%	3	2.4%
	Promotions	2007	61	42	68.9%	19	31.1%	46	75.4%	20	32.8%	41	67.2%	15	24.6%	11	18.0%	15	24.6%	0
2008	44	32	72.7%	12	27.3%	32	72.7%	17	38.6%	27	61.4%	8	18.2%	12	27.3%	7	15.9%	0	0.0%	
2009	17	11	64.7%	6	35.3%	13	76.5%	6	35.3%	11	64.7%	3	17.6%	4	23.5%	4	23.5%	1	5.9%	
Total	122	85	69.7%	37	30.3%	91	74.6%	43	35.2%	79	64.8%	26	21.3%	27	22.1%	25	20.5%	1	0.8%	
<b>Separations</b>																				
2007	57	45	78.9%	12	21.1%	43	75.4%	20	35.1%	37	64.9%	13	22.8%	14	24.6%	7	12.3%	3	5.3%	
2008	32	21	65.6%	11	34.4%	23	71.9%	12	37.5%	20	62.5%	7	21.9%	9	28.1%	4	12.5%	0	0.0%	
2009	31	27	87.1%	4	12.9%	22	71.0%	10	32.3%	21	67.7%	9	29.0%	9	29.0%	3	9.7%	0	0.0%	
Total	120	93	77.5%	27	22.5%	88	73.3%	42	35.0%	78	65.0%	29	24.2%	32	26.7%	14	11.7%	3	2.5%	
<b>Airport</b>																				
Hires	2007	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%
	2008	4	4	100.0%	0	0.0%	2	50.0%	2	50.0%	2	50.0%	0	0.0%	0	0.0%	2	50.0%	0	0.0%
	2009	5	3	60.0%	2	40.0%	5	100.0%	1	20.0%	4	80.0%	0	0.0%	4	80.0%	0	0.0%	0	0.0%
	Total	9	7	77.8%	2	22.2%	7	77.8%	3	33.3%	6	66.7%	0	0.0%	4	44.4%	2	22.2%	0	0.0%
	Promotions	2007	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
2008	3	1	1.0%	2	66.7%	2	66.7%	1	33.3%	2	66.7%	0	0.0%	2	66.7%	0	0.0%	0	0.0%	
2009	10	5	1.0%	5	50.0%	6	60.0%	5	50.0%	5	50.0%	0	0.0%	3	30.0%	3	30.0%	0	0.0%	
Total	13	6	46.2%	7	53.8%	8	61.5%	6	46.2%	7	53.8%	0	0.0%	5	38.5%	2	15.4%	0	0.0%	
<b>Separations</b>																				
2007	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%	
2008	2	1	50.0%	1	50.0%	2	100.0%	0	0.0%	2	100.0%	2	100.0%	0	0.0%	0	0.0%	0	0.0%	
2009	6	4	66.7%	2	33.3%	3	50.0%	4	66.7%	2	33.3%	1	16.7%	1	16.7%	0	0.0%	0	0.0%	
Total	8	5	62.5%	3	37.5%	5	62.5%	4	50.0%	4	50.0%	3	37.5%	1	12.5%	0	0.0%	0	0.0%	

## Hires, Promotions, Separation for 2007-2009 by Department Permanent Full-Time Work Force

	Total #	Total Males		Total Females		White Females & Minorities		White		Total Minorities		Black		Hispanic		Asian		American Indian		
		#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	
<b>Technology Services</b>																				
Hires	2007	8	6	75.0%	2	25.0%	4	50.0%	4	50.0%	0	0.0%	0	0.0%	2	25.0%	2	25.0%	0	0.0%
	2008	9	5	55.6%	4	44.4%	7	77.8%	3	33.3%	6	66.7%	1	11.1%	1	11.1%	4	44.4%	0	0.0%
	2009	3	0	0.0%	3	100.0%	3	100.0%	2	66.7%	1	33.3%	0	0.0%	0	0.0%	1	33.3%	0	0.0%
Total		20	11	55.0%	9	45.0%	14	70.0%	9	45.0%	11	55.0%	1	5.0%	3	15.0%	7	35.0%	0	0.0%
Promotions	2007	18	12	66.7%	6	33.3%	11	61.1%	8	44.4%	10	55.6%	2	11.1%	2	11.1%	6	33.3%	0	0.0%
	2008	10	8	80.0%	2	20.0%	4	40.0%	6	60.0%	4	40.0%	2	20.0%	0	0.0%	2	20.0%	0	0.0%
	2009	6	4	66.7%	2	33.3%	3	50.0%	3	50.0%	3	50.0%	2	33.3%	1	16.7%	0	0.0%	0	0.0%
Total		34	24	70.6%	10	29.4%	18	52.9%	17	50.0%	17	50.0%	6	17.6%	3	8.8%	8	23.5%	0	0.0%
Separations	2007	8	4	50.0%	4	50.0%	8	100.0%	3	37.5%	5	62.5%	2	25.0%	1	12.5%	2	25.0%	0	0.0%
	2008	4	2	50.0%	2	50.0%	2	50.0%	4	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	2009	6	5	83.3%	1	16.7%	2	33.3%	4	66.7%	2	33.3%	0	0.0%	0	0.0%	2	33.3%	0	0.0%
Total		18	11	61.1%	7	38.9%	12	66.7%	11	61.1%	7	38.9%	2	11.1%	1	5.6%	4	22.2%	0	0.0%

### TOTALS for City Manager Departments

Hires	2007	381	204	53.5%	177	46.5%	300	78.7%	133	34.9%	248	65.1%	51	13.4%	123	32.3%	70	18.4%	4	1.0%
	2008	359	202	56.3%	157	43.7%	260	72.4%	154	42.9%	205	57.1%	56	15.6%	80	22.3%	66	18.4%	3	0.8%
	2009	305	182	59.7%	123	40.3%	236	77.4%	117	38.4%	188	61.6%	62	20.3%	77	25.2%	43	14.1%	6	2.0%
Hires	2008	283	169	59.7%	114	40.3%	207	73.1%	105	37.1%	178	62.9%	51	18.0%	73	25.8%	51	18.0%	3	1.1%
	2008	96	190	197.9%	117	121.9%	216	225.0%	140	145.8%	167	174.0%	50	52.1%	81	84.4%	35	36.5%	1	1.0%
	2008	760	176	23.2%	101	13.3%	181	23.8%	139	18.3%	138	18.2%	44	5.8%	65	8.6%	29	3.8%	0	0.0%
Hires	2009	96	46	47.9%	50	52.1%	83	86.5%	33	34.4%	63	65.6%	17	17.7%	31	32.3%	15	15.6%	0	0.0%
	2009	163	87	53.4%	76	46.6%	118	72.4%	69	42.3%	94	57.7%	21	12.9%	48	29.4%	22	13.5%	3	1.8%
	2009	300	186	62.0%	114	38.0%	193	64.3%	148	49.3%	152	50.7%	60	20.0%	60	20.0%	29	9.7%	3	1.0%

## Hires, Promotions, Separation for 2007-2009 by Department Permanent Full-Time Work Force

Total #	Total Males # %	Total Females # %	White Females & Minorities # %	White # %	Total Minorities # %	Black # %	Hispanic # %	Asian # %	American Indian # %
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### Non-City Manager Departments

#### City Auditor Hires

2007	5	1	20.0%	4	80.0%	5	100.0%	0	0.0%	2	40.0%	3	60.0%	0	0.0%
2008	1	1	100.0%	0	0.0%	0	0.0%	1	100.0%	0	0.0%	0	0.0%	0	0.0%
2009	1	1	100.0%	0	0.0%	0	0.0%	1	100.0%	0	0.0%	0	0.0%	0	0.0%
Total	7	3	42.9%	4	57.1%	5	71.4%	2	28.6%	5	71.4%	2	28.6%	3	42.9%
Promotions	2	0	0.0%	2	100.0%	2	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
2007	2	0	0.0%	2	100.0%	2	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
2008	2	2	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
2009	1	0	0.0%	1	100.0%	1	100.0%	0	0.0%	1	100.0%	0	0.0%	0	0.0%
Total	5	2	40.0%	3	60.0%	4	80.0%	1	20.0%	1	20.0%	0	0.0%	0	0.0%

2007	1	0	0.0%	1	100.0%	1	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
2008	1	0	0.0%	1	100.0%	1	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
2009	0	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Total	2	0	0.0%	2	100.0%	2	100.0%	1	50.0%	1	50.0%	0	0.0%	0	0.0%

#### City Clerk Hires

2007	3	1	33.3%	2	66.7%	2	66.7%	1	33.3%	0	0.0%	1	33.3%	1	33.3%
2008	0	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
2009	0	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Total	3	1	33.3%	2	66.7%	2	66.7%	1	33.3%	2	66.7%	1	33.3%	1	33.3%

2007	3	0	0.0%	3	100.0%	3	100.0%	0	0.0%	1	33.3%	1	33.3%	0	0.0%
2008	0	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
2009	0	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Total	3	0	0.0%	3	100.0%	3	100.0%	0	0.0%	1	33.3%	1	33.3%	0	0.0%

2007	2	0	0.0%	2	100.0%	2	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
2008	1	0	0.0%	1	100.0%	1	100.0%	0	0.0%	1	100.0%	0	0.0%	0	0.0%
2009	2	0	0.0%	2	100.0%	2	100.0%	0	0.0%	1	50.0%	1	50.0%	0	0.0%
Total	5	0	0.0%	5	100.0%	5	100.0%	3	60.0%	2	40.0%	1	20.0%	1	20.0%

Hires, Promotions, Separation for 2007-2009 by Department  
 Permanent Full-Time Work Force

	Total #	Total Males		Total Females		White Females & Minorities		White		Total Minorities		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
<b>City Prosecutor</b>																			
<b>Hires</b>																			
2007	11	2	18.2%	9	81.8%	10	90.9%	5	45.5%	6	54.5%	1	9.1%	2	18.2%	3	27.3%	0	0.0%
2008	7	2	28.6%	5	71.4%	5	71.4%	5	71.4%	2	28.6%	0	0.0%	0	0.0%	2	28.6%	0	0.0%
2009	2	1	50.0%	1	50.0%	2	100.0%	1	50.0%	1	50.0%	0	0.0%	0	0.0%	1	50.0%	0	0.0%
Total	20	5	25.0%	15	75.0%	17	85.0%	11	55.0%	9	45.0%	1	5.0%	2	10.0%	6	30.0%	0	0.0%
<b>Promotions</b>																			
2007	10	4	40.0%	6	60.0%	8	80.0%	5	50.0%	5	50.0%	0	0.0%	4	40.0%	1	10.0%	0	0.0%
2008	29	10	34.5%	19	65.5%	24	82.8%	12	41.4%	17	58.6%	3	10.3%	11	37.9%	3	10.3%	0	0.0%
2009	3	0	0.0%	3	100.0%	3	100.0%	2	66.7%	1	33.3%	0	0.0%	0	0.0%	1	33.3%	0	0.0%
Total	42	14	33.3%	28	66.7%	35	83.3%	19	45.2%	23	54.8%	3	7.1%	15	35.7%	5	11.9%	0	0.0%
<b>Separations</b>																			
2007	10	4	40.0%	6	60.0%	8	80.0%	7	70.0%	3	30.0%	0	0.0%	0	0.0%	3	30.0%	0	0.0%
2008	6	1	16.7%	5	83.3%	5	83.3%	2	33.3%	4	66.7%	0	0.0%	1	16.7%	3	50.0%	0	0.0%
2009	4	1	25.0%	3	75.0%	4	100.0%	2	50.0%	2	50.0%	0	0.0%	1	25.0%	1	25.0%	0	0.0%
Total	20	6	30.0%	14	70.0%	17	85.0%	11	55.0%	9	45.0%	0	0.0%	2	10.0%	7	35.0%	0	0.0%
<b>Civil Service</b>																			
<b>Hires</b>																			
2007	2	0	0.0%	2	100.0%	2	100.0%	0	0.0%	2	100.0%	0	0.0%	1	50.0%	1	50.0%	0	0.0%
2008	1	1	100.0%	0	0.0%	1	100.0%	0	0.0%	1	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
2009	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%
Total	3	1	33.3%	2	66.7%	3	100.0%	0	0.0%	3	100.0%	0	0.0%	2	66.7%	1	33.3%	0	0.0%
<b>Promotions</b>																			
2007	9	3	33.3%	6	66.7%	8	88.9%	2	22.2%	7	77.8%	4	44.4%	3	33.3%	0	0.0%	0	0.0%
2008	6	0	0.0%	6	100.0%	6	100.0%	2	33.3%	4	66.7%	2	33.3%	2	33.3%	0	0.0%	0	0.0%
2009	4	0	0.0%	4	100.0%	4	100.0%	3	75.0%	1	25.0%	1	25.0%	0	0.0%	0	0.0%	0	0.0%
Total	19	3	15.8%	16	84.2%	18	94.7%	7	36.8%	12	63.2%	7	36.8%	5	26.3%	0	0.0%	0	0.0%
<b>Separations</b>																			
2007	3	1	33.3%	2	66.7%	2	66.7%	1	33.3%	2	66.7%	0	0.0%	2	66.7%	0	0.0%	0	0.0%
2008	1	1	100.0%	0	0.0%	1	100.0%	0	0.0%	1	100.0%	1	100.0%	0	0.0%	0	0.0%	0	0.0%
2009	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%
Total	4	2	50.0%	2	50.0%	3	75.0%	1	25.0%	3	75.0%	1	25.0%	2	50.0%	0	0.0%	0	0.0%

Hires, Promotions, Separation for 2007-2009 by Department  
 Permanent Full-Time Work Force

	Total #	Total Males		Total Females		White Females & Minorities		White		Total Minorities		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
<b>Harbor</b>																			
<b>Hires</b>																			
2007	44	33	75.0%	11	25.0%	30	68.2%	17	38.6%	27	61.4%	8	18.2%	10	22.7%	9	20.5%	0	0.0%
2008	60	40	66.7%	20	33.3%	35	58.3%	31	51.7%	29	48.3%	8	13.3%	14	23.3%	7	11.7%	0	0.0%
2009	38	27	71.1%	11	28.9%	18	47.4%	28	73.7%	10	26.3%	1	2.6%	2	5.3%	7	18.4%	0	0.0%
Total	142	100	70.4%	42	29.6%	83	58.5%	76	53.5%	66	46.5%	17	12.0%	26	18.3%	23	16.2%	0	0.0%
<b>Promotions</b>																			
2007	50	31	62.0%	19	38.0%	34	68.0%	24	48.0%	26	52.0%	8	16.0%	9	18.0%	9	18.0%	0	0.0%
2008	35	25	71.4%	10	28.6%	20	57.1%	21	60.0%	14	40.0%	3	8.6%	6	17.1%	5	14.3%	0	0.0%
2009	34	19	55.9%	15	44.1%	25	73.5%	13	38.2%	21	61.8%	5	14.7%	8	23.5%	8	23.5%	0	0.0%
Total	119	75	63.0%	44	37.0%	79	66.4%	58	48.7%	61	51.3%	16	13.4%	23	19.3%	22	18.5%	0	0.0%
<b>Separations</b>																			
2007	40	29	72.5%	11	27.5%	21	52.5%	26	65.0%	14	35.0%	6	15.0%	4	10.0%	4	10.0%	0	0.0%
2008	23	16	69.6%	7	30.4%	16	69.6%	9	39.1%	14	60.9%	2	8.7%	5	21.7%	7	30.4%	0	0.0%
2009	18	14	77.8%	4	22.2%	8	44.4%	12	66.7%	6	33.3%	4	22.2%	0	0.0%	2	11.1%	2	11.1%
Total	81	59	72.8%	22	27.2%	45	55.6%	47	58.0%	34	42.0%	12	14.8%	9	11.1%	13	16.0%	0	0.0%
<b>Law</b>																			
<b>Hires</b>																			
2007	5	1	20.0%	4	80.0%	4	80.0%	3	60.0%	2	40.0%	2	40.0%	0	0.0%	0	0.0%	0	0.0%
2008	6	1	16.7%	5	83.3%	5	83.3%	3	50.0%	3	50.0%	1	16.7%	1	16.7%	1	16.7%	0	0.0%
2009	1	0	0.0%	1	100.0%	1	100.0%	0	0.0%	1	100.0%	0	0.0%	1	100.0%	0	0.0%	0	0.0%
Total	12	2	16.7%	10	83.3%	10	83.3%	6	50.0%	6	50.0%	3	25.0%	2	16.7%	1	8.3%	0	0.0%
<b>Promotions</b>																			
2007	4	1	25.0%	3	75.0%	3	75.0%	1	25.0%	3	75.0%	1	25.0%	2	50.0%	0	0.0%	0	0.0%
2008	16	5	31.3%	11	68.8%	14	87.5%	6	37.5%	10	62.5%	0	0.0%	9	56.3%	1	6.3%	0	0.0%
2009	1	0	0.0%	1	100.0%	1	100.0%	0	0.0%	1	100.0%	0	0.0%	1	100.0%	0	0.0%	0	0.0%
Total	21	6	28.6%	15	71.4%	18	85.7%	7	33.3%	14	66.7%	1	4.8%	12	57.1%	1	4.8%	0	0.0%
<b>Separations</b>																			
2007	3	1	33.3%	2	66.7%	2	66.7%	2	66.7%	1	33.3%	0	0.0%	0	0.0%	1	33.3%	0	0.0%
2008	8	1	12.5%	7	87.5%	8	100.0%	5	62.5%	3	37.5%	1	12.5%	0	0.0%	1	12.5%	1	12.5%
2009	2	0	0.0%	2	100.0%	2	100.0%	0	0.0%	2	100.0%	0	0.0%	2	100.0%	0	0.0%	0	0.0%
Total	13	2	15.4%	11	84.6%	12	92.3%	7	53.8%	6	46.2%	1	7.7%	2	15.4%	2	15.4%	1	7.7%



## Hires, Promotions, Separation for 2007-2009 by Department Permanent Full-Time Work Force

Attachment A

	Total #	Total Males		Total Females		White Females & Minorities		White		Total Minorities		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
<b>Legislative</b>																			
Hires	2007	5	60.0%	2	40.0%	3	60.0%	2	40.0%	3	60.0%	1	20.0%	1	20.0%	1	20.0%	0	0.0%
	2008	5	20.0%	4	80.0%	4	80.0%	1	20.0%	4	80.0%	1	20.0%	1	20.0%	2	40.0%	0	0.0%
	2009	8	75.0%	2	25.0%	5	62.5%	3	37.5%	5	62.5%	0	0.0%	5	62.5%	0	0.0%	0	0.0%
	Total	18	55.6%	8	44.4%	12	66.7%	6	33.3%	12	66.7%	2	11.1%	7	38.9%	3	16.7%	0	0.0%
	Promotions	2007	14	42.9%	8	57.1%	11	78.6%	7	50.0%	7	50.0%	2	14.3%	5	35.7%	0	0.0%	0
2008	4	25.0%	3	75.0%	3	75.0%	3	75.0%	1	25.0%	1	25.0%	0	0.0%	0	0.0%	0	0.0%	
2009	2	50.0%	1	50.0%	1	50.0%	1	50.0%	1	50.0%	0	0.0%	1	50.0%	0	0.0%	0	0.0%	
Total	20	40.0%	12	60.0%	15	75.0%	11	55.0%	9	45.0%	3	15.0%	6	30.0%	0	0.0%	0	0.0%	
Separations	2007	9	44.4%	5	55.6%	6	66.7%	6	66.7%	3	33.3%	1	11.1%	2	22.2%	0	0.0%	0	0.0%
	2008	8	50.0%	4	50.0%	6	75.0%	3	37.5%	5	62.5%	0	0.0%	4	50.0%	1	12.5%	0	0.0%
	2009	4	50.0%	2	50.0%	3	75.0%	1	25.0%	3	75.0%	0	0.0%	1	25.0%	2	50.0%	0	0.0%
	Total	21	47.6%	11	52.4%	15	71.4%	10	47.6%	11	52.4%	1	4.8%	7	33.3%	3	14.3%	0	0.0%
	Water	2007	14	71.4%	4	28.6%	12	85.7%	4	28.6%	10	71.4%	1	7.1%	5	35.7%	4	28.6%	0
2008	15	86.7%	2	13.3%	10	66.7%	5	33.3%	10	66.7%	1	6.7%	6	40.0%	3	20.0%	0	0.0%	
2009	17	76.5%	4	23.5%	12	70.6%	9	52.9%	8	47.1%	0	0.0%	7	41.2%	1	5.9%	0	0.0%	
Total	46	78.3%	10	21.7%	34	73.9%	18	39.1%	28	60.9%	2	4.3%	18	39.1%	8	17.4%	0	0.0%	
Promotions	2007	29	72.4%	8	27.6%	20	69.0%	11	37.9%	18	62.1%	1	3.4%	9	31.0%	7	24.1%	1	3.4%
	2008	28	82.1%	5	17.9%	20	71.4%	9	32.1%	19	67.9%	2	7.1%	12	42.9%	5	17.9%	0	0.0%
	2009	12	75.0%	3	25.0%	9	75.0%	6	50.0%	6	50.0%	1	8.3%	2	16.7%	3	25.0%	0	0.0%
	Total	69	76.8%	16	23.2%	49	71.0%	26	37.7%	43	62.3%	4	5.8%	23	33.3%	15	21.7%	1	1.4%
	Separations	2007	15	80.0%	3	20.0%	9	60.0%	8	53.3%	7	46.7%	4	26.7%	2	13.3%	1	6.7%	0
2008	15	73.3%	4	26.7%	9	60.0%	6	40.0%	9	60.0%	1	6.7%	5	33.3%	3	20.0%	0	0.0%	
2009	22	95.5%	1	4.5%	10	45.5%	13	59.1%	9	40.9%	4	18.2%	3	13.6%	2	9.1%	0	0.0%	
Total	52	84.6%	8	15.4%	28	53.8%	27	51.9%	25	48.1%	9	17.3%	10	19.2%	6	11.5%	0	0.0%	

## Hires, Promotions, Separation for 2007-2009 by Department Permanent Full-Time Work Force

### TOTALS for Non-City Manager Departments

	Total #	Total Males #	Total Females #	White Females & Minorities		White		Total Minorities		Black	Hispanic	Asian	American Indian						
				#	%	#	%	#	%	#	%	#	%	#	%				
Hires	2007 89	51	57.3%	38	42.7%	68	76.4%	32	36.0%	57	64.0%	13	14.6%	22	24.7%	0	0.0%		
Promotions	2007 121	66	54.5%	55	45.5%	89	73.6%	52	43.8%	69	57.2%	17	14.1%	33	27.3%	18	14.9%	1	0.8%
Separations	2007 83	51	61.4%	32	38.6%	51	61.4%	52	62.7%	31	37.3%	11	13.3%	10	12.0%	10	12.0%	0	0.0%
Hires	2008 95	59	62.1%	36	37.9%	60	63.2%	46	48.4%	49	51.6%	11	11.6%	23	24.2%	15	15.8%	0	0.0%
Promotions	2008 120	66	55.0%	54	45.0%	87	72.5%	55	45.8%	65	54.2%	11	9.2%	40	33.3%	14	11.7%	0	0.0%
Separations	2008 63	34	54.0%	29	46.0%	47	74.6%	26	41.3%	37	58.7%	6	9.5%	15	23.8%	15	23.8%	1	1.6%
Hires	2009 67	48	71.6%	19	28.4%	38	56.7%	42	62.7%	25	37.3%	1	1.5%	15	22.4%	9	13.4%	0	0.0%
Promotions	2009 57	29	50.9%	28	49.1%	44	77.2%	25	43.9%	32	56.1%	7	12.3%	13	22.8%	12	21.1%	0	0.0%
Separations	2009 52	38	73.1%	14	26.9%	29	55.8%	29	55.8%	23	44.2%	8	15.4%	8	15.4%	7	13.5%	0	0.0%

### CITY-WIDE TOTALS

Hires	2007 470	255	54.3%	215	45.7%	368	78.3%	165	35.1%	305	64.9%	64	13.6%	145	30.9%	92	19.6%	4	0.9%
Promotions	2007 480	268	55.8%	212	44.2%	349	72.7%	206	42.9%	274	57.1%	73	15.2%	113	23.5%	84	17.5%	4	0.8%
Separations	2007 388	233	60.1%	155	39.9%	287	74.0%	169	43.6%	219	56.4%	73	18.8%	87	22.4%	53	13.7%	6	1.5%
Hires	2008 378	228	60.3%	150	39.7%	267	70.6%	151	39.9%	227	60.1%	62	16.4%	96	25.4%	66	17.5%	3	0.8%
Promotions	2008 216	256	118.5%	171	79.2%	303	140.3%	195	90.3%	232	107.4%	61	28.2%	121	56.0%	49	22.7%	1	0.5%
Separations	2008 823	210	25.5%	130	15.8%	228	27.7%	165	20.0%	175	21.3%	50	6.1%	80	9.7%	44	5.3%	1	0.1%
Hires	2009 163	94	57.7%	69	42.3%	121	74.2%	75	46.0%	88	54.0%	18	11.0%	46	28.2%	24	14.7%	0	0.0%
Promotions	2009 220	116	52.7%	104	47.3%	162	73.6%	94	42.7%	126	57.3%	28	12.7%	61	27.7%	34	15.5%	3	1.4%
Separations	2009 352	224	63.6%	128	36.4%	222	63.1%	177	50.3%	175	49.7%	68	19.3%	68	19.3%	36	10.2%	3	0.9%

# CITY OF LONG BEACH



**EQUAL EMPLOYMENT OPPORTUNITY**

**PLAN**

**PROGRAM YEARS**

**2010 – 2012**

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## **EQUAL EMPLOYMENT OPPORTUNITY POLICY**

It is the policy of the City of Long Beach to actively promote and provide equal employment opportunity to all persons on all matters affecting City employment. The City of Long Beach is committed to a policy of non-discrimination in employment practices, and reaffirms its commitment that no person shall benefit or be discriminated against on the basis of race, religion, color, national origin, ancestry, physical or mental disability, medical condition, marital status, age, sex, sexual orientation, or any other basis that is inconsistent with federal or state statutes, the City Charter, ordinances, resolutions, rules, or regulations.

To ensure enactment of this policy, the City Manager has approved this Equal Employment Opportunity Plan (EEOP), and the City Council, as the City's policy-making body, has adopted it by resolution. The EEOP establishes responsibility and accountability for the City's Equal Employment Opportunity Program. The plan analyzes the City's work force, identifies areas of under-utilization, and establishes specific objectives for addressing areas of under-utilization for achieving a representative work force at all levels of employment. To achieve a successful program, the City requires the full support and cooperation of its officers and employees in following both the spirit and intent of this Plan. Equal opportunity is consistent with sound management and quality services.

## **RESPONSIBILITY**

The City Council adopts the EEOP by resolution to reaffirm the City's commitment to equal employment opportunity for all persons in all areas affecting City employment. The EEOP requires the cooperation of City officers and employees to achieve program success. To ensure program success, specific responsibilities have been delegated.

### **City Manager**

The City Manager, as Chief Administrative Officer of the City, has the ultimate responsibility of carrying out the Equal Employment Opportunity policy. Therefore, the City Manager is the official signatory on any document requiring certification of compliance with equal employment opportunity rules and regulations. The City Manager shall:

1. Review and approve the EEOP;
2. Ensure that the City of Long Beach adheres to the stated policy of equal employment opportunity and complies with the intent and objectives of the EEOP;
3. Evaluate the City's overall performance in obtaining a workforce representative of its relevant labor market.

### **Director of Human Resources**

The Director of Human Resources reports directly to the City Manager regarding the administration of the Equal Employment Opportunity Office. Upon completion of the hiring process, the Director has primary responsibility for all personnel-related matters, except as detailed in the Civil Service Rules and Regulations. The Director of Human Resources shall:

1. Assist Departments with recruitment, referral, screening, and record keeping for unclassified employees;
2. Review and modify employment practices to avoid adverse impact and unlawful discrimination;
3. Ensure that managers address areas of under-utilization in their departments to maintain a workforce representative of the relevant labor market;
4. Develop training and career advancement programs for employees;
5. Implement programs to ensure the success of the EEOP.

### **Equal Employment Opportunity Office**

The Equal Employment Opportunity Officer represents the City on all equal employment opportunity matters and discrimination complaints, except those brought before the Civil Service Commission. The Equal Employment Opportunity Officer shall:

1. Prepare the City's EEOP;
2. Prepare annual reports for the City Council, City Manager, and the Director of Human Resources regarding the City's workforce utilization;
3. Coordinate and/or direct equal employment opportunity activities within the City;
4. Provide training and technical assistance to City departments on the EEOP and EEO matters;
5. Administer a system for resolving employment opportunity complaints from employees, applicants, and third parties;
6. Submit an annual status report on discrimination complaints filed against the City to the City Manager and the Director of Human Resources;
7. Review all policies, procedures, rules, and appropriate documents for compliance with EEO laws and regulations;
8. Prepare administrative regulations and/or personnel policies to ensure proper implementation and maintenance of EEO practices and procedures;
9. Monitor departmental compliance with state and federal EEO laws and regulations;
10. Interface with state and federal regulatory agencies regarding complaints, investigations, and reporting requirements;
11. Monitor and address unclassified recruitment and hiring practices.

### **Civil Service Department**

The Civil Service Department has the primary responsibility for recruitment, testing, validation, certification, data collection, and reporting for the classified service in accordance with state and federal regulations. These activities are coordinated in conjunction with the Equal Employment Opportunity Office. The Civil Service Department shall:



1. Recruit classified applicants in a manner consistent with established objectives set to address under-utilization, as stipulated in the EEOP;
2. Advertise job openings in various forms of media as to maximize recruitment efforts to address under-utilization objectives;
3. Maintain liaisons with relevant community groups for recruitment purposes;
4. Test applicants in a manner consistent with applicable state and federal testing guidelines;
5. Monitor the certification process;
6. Collect, analyze, and maintain applicant flow data;
7. Prepare and submit required reports and documents to governmental agencies;
8. Review and revise Civil Service Rules and Regulations and Operating Procedures for compliance with EEO laws, regulations, and guidelines;
9. Ensure that minimum requirements and examinations are job-related.

### **City Attorney's Office**

The City Attorney is responsible for handling all lawsuits, civil actions, and proceedings in which the City may have a legal interest. As such, complaints of discrimination and non-compliance, which are served upon the City by external regulatory agencies shall be referred to the City Attorney's Office for advice and/or appropriate action.

### **Department Heads**

For the purposes of implementing the EEOP, a department head shall include all department heads appointed by the City Manager or the City Council, and elected officials who participate in the City's program. Each department head shall:

1. Comply with all aspects of the City's EEOP;
2. Implement the City's EEO policy;
3. Develop, implement, and revise departmental EEO programs, as appropriate;
4. Establish and monitor objectives for addressing under-utilization for all job categories;
5. Establish specific steps to achieve the objectives listed in #4 above;

6. Designate specific program responsibility within the department;
7. Inform all employees of the City's EEO policy and the EEOP;
8. Conduct outreach recruitment for unclassified positions and for classified positions, to address EEO objectives;
9. Maintain data required to document EEO practices;
10. Advise the Civil Service Department of specific recruitment needs for addressing under-utilization;
11. Develop training and career advancement programs for employees;
12. Submit an annual report no later than October 31<sup>st</sup> to the Director of Human Resources regarding actions taken to address under-utilization in all job categories.
13. Assist the Equal Employment Opportunity Office in resolving EEO complaints regarding departmental employment practices.

#### **Departmental Equal Employment Opportunity Counselors**

Each department head designates an Equal Employment Opportunity Counselor to act as a liaison between management and employees for EEO matters. To be effective, the Equal Employment Opportunity Counselor should have sufficient organizational authority and access to the department head. Each Equal Employment Opportunity Counselor shall:

1. Be knowledgeable of the City's EEO policy and the EEOP;
2. Apprise management of employee concerns regarding EEO matters;
3. Assist in resolving problems and concerns related to EEO matters;
4. Serve as the department's primary contact person on all internal and external EEO matters;
5. Make recommendations to management for efficient operation of the EEOP;
6. Analyze departmental utilization ratios.

Designated Equal Employment Opportunity Counselors:

<b><u>Department</u></b>	<b><u>Name</u></b>	<b><u>Phone Number</u></b>
City Attorney	Tyler Pike	570-2200
City Auditor	Janet Day	570-5895
City Clerk	Monique DelaGarza	570-6981
City Council	Roxana Valencia	570-6605
City Manager	Theresa Graham	570-6782
City Prosecutor	Sherri Seldon	570-5621
Civil Service	Melinda George	570-7057
Development Services	Nancy Morlock	570-5818
Financial Management	John Zanier	570-6704
Fire	David Honey	570-2517
Long Beach Gas & Oil	Lennie Arazo	570-3925
Harbor	Margaret Huebner	590-4128
Health & Human Services	Roberto Uranga	570-3304
Human Resources	Sherriel Murry	570-6304
Library	Rachel Rock	570-6110
Long Beach Airport	Claudia Lewis	570-2612
Parks, Recreation & Marine	Ken Campbell	570-3188
Police	Karen Owens	570-7310
Public Works	Cynthia Stafford	570-4686
Technology Services	Amy Manning	570-6976
Water	Ken Bott	570-2364

## **City Employees**

All City employees shall:

1. Demonstrate sensitivity and respect to fellow employees and the public;
2. Submit suggestions for strengthening their departmental EEO Program;
3. Advise supervisors of their desire to participate in training and/or educational activities that may enhance skill development, improve current job performance, or provide career development;
4. Assist with identifying EEO problems or concerns.

## **EEO Complaints and Counseling**

There are two administrative processes available to City employees, job applicants, and third parties for resolving EEO complaints. Individuals may file EEO complaints with the City's Equal Employment Opportunity Office or with the Civil Service Commission for matters under the Commission's authority. Both processes are designed to resolve EEO complaints and minimize the financial impact to the complainant and the City.

Counseling is available to City employees, applicants, and third parties at the Equal Employment Opportunity Office and by the departmental Equal Employment Opportunity Counselors.

## CITY OF LONG BEACH WORKFORCE

The figures shown in the following charts are reflective of the City's workforce as of January 1, 2010. The workforce, of 4,516 employees, is distributed among 21 departments, ranging in size from 15 to 1,284 employees. All departments employ females and minorities. For the purpose of the Plan, only the permanent full-time employees are counted.

**City of Long Beach Work Force by Job Category\***  
(Permanent Full Time Work Force as of 01/01/07)

Job Category		Totals	Male					Female					
			White	Black	Hispanic	Asian	American Indian	White	Black	Hispanic	Asian	American Indian	
Officials/ Administrators (1)		265	108	12	18	22	1	54	16	15	19	0	
		100%	40.8%	4.5%	6.8%	8.3%	0.4%	20.4%	6.0%	5.7%	7.2%	0.0%	
Professional		736	167	17	59	78	1	184	58	69	100	3	
		100%	22.7%	2.3%	8.0%	10.6%	0.1%	25.0%	7.9%	9.4%	13.6%	0.4%	
Technicians		199	74	13	29	21	0	22	8	13	19	0	
		100%	37.2%	6.5%	14.6%	10.6%	0.0%	11.1%	4.0%	6.5%	9.5%	0.0%	
Protective Services	Fire	Officials (2)	98	66	7	21	3	1	0	0	0	0	0
			100%	67.3%	7.1%	21.4%	3.1%	1.0%	0.0%	0.0%	0.0%	0.0%	0.0%
	Fire Fighters (3)	Fire	286	171	23	55	24	2	11	0	0	0	0
			100%	59.8%	8.0%	19.2%	8.4%	0.7%	3.8%	0.0%	0.0%	0.0%	0.0%
	Police	Officials (2)	156	109	8	16	8	1	11	0	3	0	0
			100%	69.9%	5.1%	10.3%	5.1%	0.6%	7.1%	0.0%	1.9%	0.0%	0.0%
	Patrol Officers (4)	Patrol	762	354	38	230	68	2	37	7	24	1	1
			100%	46.5%	5.0%	30.2%	8.9%	0.3%	4.9%	0.9%	3.1%	0.1%	0.1%
Other (5)		249	94	23	50	21	3	30	11	16	0	1	
		100%	37.8%	9.2%	20.1%	8.4%	1.2%	12.0%	4.4%	6.4%	0.0%	0.4%	
Para- professional		125	18	2	11	7	0	31	17	22	14	3	
		100%	14.4%	1.6%	8.8%	5.6%	0.0%	24.8%	13.6%	17.6%	11.2%	2.4%	
Office/Clerical		815	51	19	39	26	0	203	139	204	130	4	
		100%	6.3%	2.3%	4.8%	3.2%	0.0%	24.9%	17.1%	25.0%	16.0%	0.5%	
Skilled Craft		376	185	49	92	37	3	6	1	2	1	0	
		100%	49.2%	13.0%	24.5%	9.8%	0.8%	1.6%	0.3%	0.5%	0.3%	0.0%	
Service/ Maintenance		449	85	142	144	34	3	9	16	16	0	0	
		100%	18.9%	31.6%	32.1%	7.6%	0.7%	2.0%	3.6%	3.6%	0.0%	0.0%	
TOTAL (gender/race)		4,516	1,482	353	764	349	17	598	273	384	284	12	
		100%	32.8%	7.8%	16.9%	7.7%	0.4%	13.2%	6.0%	8.5%	6.3%	0.3%	

\*U. S. Department of Justice Groups

(1) Citywide-Includes Non-Sworn Officials/Administrators from Police and Fire

(2) Fire Officials -Fire Captain and above; Police Officials-Sergeant and above

(3) Includes Fire Fighter and Fire Recruit

(4) Includes Police Officer and Police Recruit

(5) Includes Special Services Officers, Marine Safety Personnel, Animal Control Officer Series, Parking Control Checker Series, Park Rangers

**City of Long Beach**  
**Fire Department Work Force by Job Category\* (Sworn Personnel)**  
 (Permanent Full Time Work Force as of 01/01/10)

Job Category	Totals	Male					Female						
		White	Black	Hispanic	Asian	AM/IN	White	Black	Hispanic	Asian	AM/IN		
Officials	Fire Chief	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%	0.0%	
	Asst Fire Chief	1	1	0	0	0	0	0	0	0	0	0	
		100%	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
	Deputy Fire Chief	3	1	0	1	1	0	0	0	0	0	0	
		100%	33.3%	0.0%	33.3%	33.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
	Battalion Chief	7	6	0	1	0	0	0	0	0	0	0	
		100%	85.7%	0.0%	14.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
	Fire Captain	87	58	7	19	2	1	0	0	0	0	0	
		100%	66.7%	8.0%	21.8%	2.3%	1.1%	0.0%	0.0%	0.0%	0.0%	0.0%	
	Totals	98	66	7	21	3	1	0	0	0	0	0	
		100%	67.3%	7.1%	21.4%	3.1%	1.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
	Firefighters	Fire Boat Operator	4	4	0	0	0	0	0	0	0	0	0
			100%	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Fire Engineer		85	52	13	13	6	1	0	0	0	0	0	
		100%	61.2%	15.3%	15.3%	7.1%	1.2%	0.0%	0.0%	0.0%	0.0%	0.0%	
Firefighter		197	115	10	42	18	1	11	0	0	0	0	
		100%	58.4%	5.1%	21.3%	9.1%	0.5%	5.6%	0.0%	0.0%	0.0%	0.0%	
Totals		286	171	23	55	24	2	11	0	0	0	0	
		100%	59.8%	8.0%	19.2%	8.4%	0.7%	3.8%	0.0%	0.0%	0.0%	0.0%	

\*U. S. Department of Justice Groups

**City of Long Beach**  
**Police Department Work Force by Job Category\* (Sworn Personnel)**  
 (Permanent Full Time Work Force as of 01/01/10)

		Male					Female				
Job Category	Totals	White	Black	Hispanic	Asian	AM/IN	White	Black	Hispanic	Asian	AM/IN
Officials	Chief of Police	1	0	0	0	1	0	0	0	0	0
		100%	0.0%	0.0%	0.0%	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%
	Deputy Chief of Police	3	2	0	1	0	0	0	0	0	0
		100%	66.7%	0.0%	33.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
	Police Commander	10	7	0	1	0	0	2	0	0	0
		100%	70.0%	0.0%	10.0%	0.0%	0.0%	20.0%	0.0%	0.0%	0.0%
	Police Lieutenant	31	24	1	3	0	0	1	0	2	0
	100%	77.4%	3.2%	9.7%	0.0%	0.0%	3.2%	0.0%	6.5%	0.0%	
Police Sergeant	111	76	7	11	7	1	8	0	1	0	
	100%	68.5%	6.3%	9.9%	6.3%	0.9%	7.2%	0.0%	0.9%	0.0%	
Totals	156	109	8	16	8	1	11	0	3	0	
	100%	69.9%	5.1%	10.3%	5.1%	0.6%	7.1%	0.0%	1.9%	0.0%	
Patrol Officers	Police Corporal	14	10	1	1	0	1	1	0	0	0
		100%	71.4%	7.1%	7.1%	0.0%	7.1%	7.1%	0.0%	0.0%	0.0%
	Police Officer	748	344	37	229	68	1	36	7	24	1
		100%	46.0%	4.9%	30.6%	9.1%	0.1%	4.8%	0.9%	3.2%	0.1%
Totals**	762	354	38	230	68	2	37	7	24	1	
	100%	46.5%	5.0%	30.2%	8.9%	0.3%	4.9%	0.9%	3.1%	0.1%	

\*U. S. Department of Justice Groups

\*\*Total does not include Security Officers



## RELEVANT LABOR MARKET (RLM)

The City of Long Beach uses Los Angeles County and Orange County as its Standard Metropolitan Statistical Area (SMSA). SMSA's are intended to reflect the general areas for recruitment, as well as the areas where most employees live. This is a practice accepted by the federal government, and further defined in case law. Census figures for general labor market availability (LMA) for the SMSA are the standards, which the City has traditionally used to establish equal employment objectives and to measure the progress toward a diverse workforce. The relevant labor market for the City are the combined labor forces of Los Angeles and Orange Counties, since both counties are used as primary areas for recruitment and where most employees live. At this time, 66.3% of permanent full-time City employees live in Los Angeles County, 23.8% live in Orange County, and 9.8% live in other counties.

The City used labor market data purchased from Biddle & Associates, a well established consulting firm in the fields of test validation and scoring, job and pay analysis, and equal employment opportunity plan development and statistical support. The labor market figures provided by Biddle & Associates were derived from the United States Department of Commerce, Bureau of the Census, 2000 Census of Population and Housing, Equal Employment Opportunity File. LMA data includes persons over the age of sixteen who are already employed, as well as those recorded as unemployed.

Biddle & Associates developed the 2000 Labor Market Analysis for the City by conducting a series of calculations utilizing raw census data and employment data from the City. The employment data (zip code analysis) consisted of the primary areas of recruitment and where most employees live, percentages stated above. However, Biddle removed the data from any counties demonstrating less than 5% representation, and used the weighted average of the figures from Los Angeles County and Orange County. Thus, providing representation figures of 75.2% for Los Angeles County and 24.8% for Orange County.

Biddle & Associates excluded occupations unrelated to the City's work force, such as airplane mechanic and dentist. Even with taking this step, labor market figures remain general, since all jobs in the entire nation are categorized into 512 occupations. While occupations obviously unrelated to City jobs were eliminated, each occupation remains broad in itself. However, by eliminating these unrelated occupations, more realistic objectives were established for the City's workforce. Bottom-line relevant Labor Market Availability figures are provided only for informational purposes. RLM figures by job category are much more realistic when comparing the City's work force, which is used to determine under-representation.

The figures used in the chart are based upon the 2000 U.S. Census data for each of the eight standard EEO-4 job categories. The data has been broken down by gender within each racial/ethnic group. Since the 2010 Census data has not yet been provided, we will continue to use the 2000 Census data for purposes of this EEO Plan.

**City of Long Beach  
Relevant Labor Market\* (RLM)  
(Los Angeles County + Orange County)**

Job Category	Population Totals*	Male					Female				
		White	Black	Hispanic	Asian	American Indian	White	Black	Hispanic	Asian	American Indian
Officials/ Administrators	809,500	309,775	21,115	86,170	77,610	2,675	178,925	23,470	59,915	47,535	2,310
	100%	38.3%	2.6%	10.6%	9.6%	0.3%	22.1%	2.9%	7.4%	5.9%	0.3%
Professionals	1,074,905	348,415	29,250	66,170	101,785	3,265	302,100	45,400	78,300	96,640	3,580
	100%	32.4%	2.7%	6.2%	9.5%	0.3%	28.1%	4.2%	7.3%	9.0%	0.3%
Technicians	101,509	23,455	3,824	12,785	11,745	250	20,120	6,710	10,810	11,480	330
	100%	23.1%	3.8%	12.6%	11.6%	0.2%	19.8%	6.6%	10.6%	11.3%	0.3%
Protective Services	90,339	31,825	12,550	22,295	6,390	640	5,950	5,045	4,670	694	280
	100%	35.2%	13.9%	24.7%	7.1%	0.7%	6.6%	5.6%	5.2%	0.8%	0.3%
Para- professionals	4,720	1,355	250	400	133	45	1,090	334	985	113	15
	100%	28.7%	5.3%	8.5%	2.8%	1.0%	23.1%	7.1%	20.9%	2.4%	0.3%
Office/Clerical	1,473,265	236,865	43,840	178,640	79,125	3,060	403,240	93,385	306,185	122,225	6,700
	100%	16.1%	3.0%	12.1%	5.4%	0.2%	27.4%	6.3%	20.8%	8.3%	0.5%
Skilled Craft	367,830	61,105	19,770	208,985	36,770	2,900	9,700	2,150	18,105	8,045	300
	100%	16.6%	5.4%	56.8%	10.0%	0.8%	2.6%	0.6%	4.9%	2.2%	0.1%
Service/ Maintenance	1,523,475	188,775	54,100	581,885	79,540	4,080	134,805	42,165	359,235	75,890	3,000
	100%	12.4%	3.6%	38.2%	5.2%	0.3%	8.8%	2.8%	23.6%	5.0%	0.2%
<b>Totals by Gender/Ethnicity</b>	5,445,543	1,201,570	184,699	1,157,330	393,098	16,915	1,055,930	218,659	838,205	362,622	16,515
	100%	22.1%	3.4%	21.3%	7.2%	0.3%	19.4%	4.0%	15.4%	6.7%	0.3%

All Job Groups Combined	Male	Female	White	Black	Hispanic	Asian	American Indian	Total Minority
<b>Population</b>	2,953,612	2,491,931	2,257,500	403,358	1,995,535	755,720	33,430	3,188,043
<b>Bottom-line Availability*</b>	<b>54.9%</b>	<b>45.1%</b>	<b>41.5%</b>	<b>7.3%</b>	<b>35.6%</b>	<b>13.4%</b>	<b>0.6%</b>	<b>58.5%</b>

\*The sum of Total Minorities under the Labor Market Availability may include Others  
Based on 2000 Census data

## WORKFORCE UTILIZATION ANALYSIS

To determine the level of utilization, the percentages obtained from the RLM chart are subtracted from those obtained in the "City of Long Beach Workforce."

When reviewing the chart, it should be remembered that the number of employees in a job category impacts the significance of the percentage difference. For example, the degree of significance of a negative 1.7% under-utilization factor for White females in the Officials/Administrators category equates to 4.5 persons. This is not very significant, since the total number of employees for that job category is 265. We would consider this as "near parity," since normal turnover activity could account for any under- or over-representation. However, a negative 1.7% under-utilization factor in the Protective Services category for White females would be significant, since it equates to 26.4 persons, based on 1551 employees in that job category.

The following chart displays deficiencies of the work force by job categories where significant (5 or greater) under-representation exists:

<b>Group</b>	<b>Gender</b>	<b>Job Categories with under-utilization</b>
White	M	Professional, Para-Professional and Office/Clerical
	F	Professionals, Technicians, Protective Services, Office/Clerical and Service/Maintenance
Black	M	Protective Services
	F	Technicians and Protective Services
Hispanic	M	Officials/Administrators, Office/Clerical, Skilled Craft, and Service/Maintenance
	F	Technicians, Protective Services, Skilled Craft and Service/Maintenance
Asian	M	Office/Clerical
	F	Protective Services, Skilled Craft and Service/Maintenance
American Indian	M	Protective Services
	F	None

## UTILIZATION ANALYSIS

### CHARTS:

The attached charts reflect the City's work force and its relevant labor market (as depicted in the 2000 Census; 2010 Census info is not available yet). The charts are broken down by job category, ethnicity and gender, which provide an avenue to determine under-representation in the City's work force.

For purposes of simplicity, the narrative of the charts will discuss over- and under-utilization by using percentage points, as opposed to actual percentages.

### NARRATIVE:

The RLM for the City is the combined labor forces of Los Angeles and Orange Counties. Both counties are used since they are the primary areas for recruitment, and where most employees live. Refer to page 13.

### FEMALE:

Females, as a whole, are under-represented in the workforce. The bottom line total for female representation for the City of Long Beach is 34.3%, which is lower than the labor market representation of 45.1%. Because the City has several male-dominated job categories, such as Technicians, Protective Services, Skilled Craft and Service/Maintenance, the weighted average for female representation was reviewed. The weighted average female representation in the work force is 36.3%, which is closer to the relevant labor market of 45.1%. In almost all ethnic groups, females are under-represented in the male-dominated job categories, such as those mentioned above.

### BLACK:

As a whole, Blacks are over-represented in the work force for the City of Long Beach. The workforce total for Black employees is 13.9%, which exceeds the relevant labor market availability of 7.3%. Although Blacks are under-represented in the Professionals, Para-Professional, Office/Clerical and Skilled Craft job categories, the disparity is not significant, and is considered to be "near parity." "Near parity" can occur as a result of normal turnover, and is a contributing factor of under- or over-utilization. On the contrary, in the Protective Services job category, there is significant under-representation of male and female Blacks, as well as significant under-representation in female Technicians.

**HISPANIC:**

Hispanics, as a whole, are under-represented in the work force (25.4%) and is below the labor market availability of 35.6%. Specifically, the following job categories show significant under-utilization: A) Males (Officials/Administrators, Office/Clerical, Skilled Craft and Service/Maintenance); B) Females (Technicians, Protective Services, Skilled Craft and Service/Maintenance).

**Asian:**

As a whole, Asians are slightly over-represented in the work force for the City of Long Beach. Based on the relevant labor market of 13.4%, the City's 14.0% Asian representation is 0.6 percentage points above the labor market availability. Asians have made incremental progress at achieving parity with the labor. However, we still show significant under-representation in the following job categories: Protective Services, Office/Clerical, Skilled Craft and Services/Maintenance.

When broken down by gender, male Asians are under-represented in Office/Clerical job category. Female Asians are under-represented in Protective Services, Skilled Craft and Service/Maintenance job categories, which are typically male-dominated job categories.

**American Indian:**

As a whole, the City's American Indian representation in the work force is 0.6% and the labor market availability is 0.6%. American Indians are at, or near, parity in all job categories. The only job category that shows significant under-representation is the Protective Services.

**City of Long Beach  
Utilization Analysis (%Work Force - %RLM)  
(Permanent Full Time Work Force as of 01/01/10)**

Job Category Relevant Labor Market) (RLM =			Male					Female				
			White	Black	Hispanic	Asian	American Indian	White	Black	Hispanic	Asian	American Indian
Officials/ Administrators	Work Force	265	40.8%	4.5%	6.8%	8.3%	0.4%	20.4%	6.0%	5.7%	7.2%	0.0%
	RLM	809,500	38.3%	2.6%	10.6%	9.6%	0.3%	22.1%	2.9%	7.4%	5.9%	0.3%
	Utilization		2.5%	1.9%	-3.9%	-1.3%	0.0%	-1.7%	3.1%	-1.7%	1.3%	-0.3%
Professional	Work Force	736	22.7%	2.3%	8.0%	10.6%	0.1%	25.0%	7.9%	9.4%	13.6%	0.4%
	RLM	1,074,905	32.4%	2.7%	6.2%	9.5%	0.3%	28.1%	4.2%	7.3%	9.0%	0.3%
	Utilization		-9.7%	-0.4%	1.9%	1.1%	-0.2%	-3.1%	3.7%	2.1%	4.6%	0.1%
Technicians	Work Force	199	37.2%	6.5%	14.6%	10.6%	0.0%	11.1%	4.0%	6.5%	9.5%	0.0%
	RLM	101,509	23.1%	3.8%	12.6%	11.6%	0.2%	19.8%	6.6%	10.6%	11.3%	0.3%
	Utilization		14.1%	2.8%	2.0%	-1.0%	-0.2%	-8.8%	-2.6%	-4.1%	-1.8%	-0.3%
Protective Services	Work Force	1,551	46.5%	5.0%	30.2%	8.9%	0.3%	4.9%	0.9%	3.1%	0.1%	0.1%
	RLM	90,339	35.2%	13.9%	24.7%	7.1%	0.7%	6.6%	5.6%	5.2%	0.8%	0.3%
	Utilization		11.2%	-8.9%	5.5%	1.9%	-0.4%	-1.7%	-4.7%	-2.0%	-0.6%	-0.2%
Para- professional	Work Force	125	14.4%	1.6%	8.8%	5.6%	0.0%	24.8%	13.6%	17.6%	11.2%	2.4%
	RLM	4,720	28.7%	5.3%	8.5%	2.8%	1.0%	23.1%	7.1%	20.9%	2.4%	0.3%
	Utilization		-14.3%	-3.7%	0.3%	2.8%	-1.0%	1.7%	6.5%	-3.3%	8.8%	2.1%
Office/Clerical	Work Force	815	6.3%	2.3%	4.8%	3.2%	0.0%	24.9%	17.1%	25.0%	16.0%	0.5%
	RLM	1,473,265	16.1%	3.0%	12.1%	5.4%	0.2%	27.4%	6.3%	20.8%	8.3%	0.5%
	Utilization		-9.8%	-0.6%	-7.3%	-2.2%	-0.2%	-2.5%	10.7%	4.2%	7.7%	0.0%
Skilled Craft	Work Force	376	49.2%	13.0%	24.5%	9.8%	0.8%	1.6%	0.3%	0.5%	0.3%	0.0%
	RLM	367,830	16.6%	5.4%	56.8%	10.0%	0.8%	2.6%	0.6%	4.9%	2.2%	0.1%
	Utilization		32.6%	7.7%	-32.3%	-0.2%	0.0%	-1.0%	-0.3%	-4.4%	-1.9%	-0.1%
Service/ Maintenance	Work Force	449	18.9%	31.6%	32.1%	7.6%	0.7%	2.0%	3.6%	3.6%	0.0%	0.0%
	RLM	1,523,475	12.4%	3.6%	38.2%	5.2%	0.3%	8.8%	2.8%	23.6%	5.0%	0.2%
	Utilization		6.5%	28.1%	-6.1%	2.4%	0.4%	-6.8%	0.8%	-20.0%	-5.0%	-0.2%

All Job Groups Combined	Male	Female	White	Black	Hispanic	Asian	American Indian	Total Minority
<b>Population</b>	2,953,612	2,491,931	2,257,500	403,358	1,995,535	755,720	33,430	3,188,043
<b>Availability*</b>	54.9%	45.1%	41.5%	7.3%	35.6%	13.4%	0.6%	58.5%
<b>Workforce %</b>	65.7%	34.3%	46.1%	13.9%	25.4%	14.0%	0.6%	53.9%

**City of Long Beach**  
**Fire Department Work Force Utilization Analysis by Job Category\*** (%Work Force - %RLM)  
(Permanent Full Time work Force as of 01/01/10)

Job Group Category (RLS = Regional Labor Statistics)*		Totals	Male					Female				
			White	Black	Hispanic	Asian	AM/IN	White	Black	Hispanic	Asian	AM/IN
Officials/ Administrators*	Workforce	2	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
	RLM		38.3%	2.6%	10.6%	9.6%	0.3%	22.1%	2.9%	7.4%	5.9%	0.3%
	Utilization		61.7%	-2.6%	-10.6%	-9.6%	-0.3%	-22.1%	-2.9%	-7.4%	-5.9%	-0.3%
Professionals	Workforce	10	20.0%	0.0%	20.0%	0.0%	0.0%	30.0%	0.0%	30.0%	0.0%	0.0%
	RLM		32.4%	2.7%	6.2%	9.5%	0.3%	28.1%	4.2%	7.3%	9.0%	0.3%
	Utilization		-12.4%	-2.7%	13.8%	-9.5%	-0.3%	1.9%	-4.2%	22.7%	-9.0%	-0.3%
Technicians	Workforce	24	70.8%	4.2%	16.7%	8.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
	RLM		23.1%	3.8%	12.6%	11.6%	0.2%	19.8%	6.6%	10.6%	11.3%	0.3%
	Utilization		47.7%	0.4%	4.1%	-3.2%	-0.2%	-19.8%	-6.6%	-10.6%	-11.3%	-0.3%
Protective Services (Officials)**	Workforce	98	67.3%	7.1%	21.4%	3.1%	1.0%	0.0%	0.0%	0.0%	0.0%	0.0%
	RLM		35.2%	13.9%	24.7%	7.1%	0.7%	6.6%	5.6%	5.2%	0.8%	0.3%
	Utilization		32.1%	-6.7%	-3.3%	-4.0%	0.3%	-6.6%	-5.6%	-5.2%	-0.8%	-0.3%
Protective Services (Fire Fighters)	Workforce	311	61.1%	7.4%	18.6%	8.4%	0.6%	3.9%	0.0%	0.0%	0.0%	0.0%
	RLM		35.2%	13.9%	24.7%	7.1%	0.7%	6.6%	5.6%	5.2%	0.8%	0.3%
	Utilization		25.9%	-6.5%	-6.0%	1.3%	-0.1%	-2.7%	-5.6%	-5.2%	-0.8%	-0.3%
Para- professionals	Workforce	2	0.0%	0.0%	50.0%	50.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
	RLM		28.7%	5.3%	8.5%	2.8%	1.0%	23.1%	7.1%	20.9%	2.4%	0.3%
	Utilization		-28.7%	-5.3%	41.5%	47.2%	-1.0%	-23.1%	-7.1%	-20.9%	-2.4%	-0.3%
Office/Clerical	Workforce	38	15.8%	0.0%	2.6%	0.0%	0.0%	44.7%	13.2%	18.4%	5.3%	0.0%
	RLM		16.1%	3.0%	12.1%	5.4%	0.2%	27.4%	6.3%	20.8%	8.3%	0.5%
	Utilization		-0.3%	-3.0%	-9.5%	-5.4%	-0.2%	17.4%	6.8%	-2.4%	-3.0%	-0.5%
Skilled Craft	Workforce	8	62.5%	0.0%	12.5%	12.5%	0.0%	12.5%	0.0%	0.0%	0.0%	0.0%
	RLM		16.6%	5.4%	56.8%	10.0%	0.8%	2.6%	0.6%	4.9%	2.2%	0.1%
	Utilization		45.9%	-5.4%	-44.3%	2.5%	-0.8%	9.9%	-0.6%	-4.9%	-2.2%	-0.1%

**2000 Census Data**

\* Non-Sworn Officials

\*\*Fire Captain and Above

**City of Long Beach**  
**Police Department Work Force Utilization Analysis by Job Category\* (%Work Force - %RLM)**  
 (Permanent Full Time Work Force as of 01/01/10)

Job Group Category (RLM = Regional Labor Market)*	Totals	Male					Female					
		White	Black	Hispanic	Asian	AM/IN	White	Black	Hispanic	Asian	AM/IN	
Officials/ Administrators*	Workforce	7	42.9%	0.0%	0.0%	0.0%	0.0%	14.3%	14.3%	14.3%	14.3%	0.0%
	RLM		38.3%	2.6%	10.6%	9.6%	0.3%	22.1%	2.9%	7.4%	5.9%	0.3%
	Utilization		4.6%	40.2%	-10.6%	-9.6%	-0.3%	-22.1%	11.4%	6.9%	8.4%	14.0%
Professionals	Workforce	13	15.4%	0.0%	7.7%	0.0%	0.0%	46.2%	0.0%	0.0%	23.1%	7.7%
	RLM		32.4%	2.7%	6.2%	9.5%	0.3%	28.1%	4.2%	7.3%	9.0%	0.3%
	Utilization		-17.0%	-2.7%	1.5%	-9.5%	-0.3%	18.0%	-4.2%	-7.3%	14.1%	7.4%
Technicians	Workforce	30	10.0%	0.0%	6.7%	13.3%	0.0%	30.0%	16.7%	13.3%	10.0%	0.0%
	RLM		23.1%	3.8%	12.6%	11.6%	0.2%	19.8%	6.6%	10.6%	11.3%	0.3%
	Utilization		-13.1%	-3.8%	-5.9%	1.8%	-0.2%	10.2%	10.1%	2.7%	-1.3%	-0.3%
Protective Services (Officials)**	Workforce	156	69.9%	5.1%	10.3%	5.1%	0.6%	7.1%	0.0%	1.9%	0.0%	0.0%
	RLM		35.2%	13.9%	24.7%	7.1%	0.7%	6.6%	5.6%	5.2%	0.8%	0.3%
	Utilization		34.6%	-8.8%	-14.4%	-1.9%	-0.1%	0.5%	-5.6%	-3.2%	-0.8%	-0.3%
Protective Services (Patrol Officers)	Workforce	855	44.8%	5.5%	29.7%	9.0%	0.5%	5.1%	1.3%	3.9%	0.1%	0.1%
	RLM		35.2%	13.9%	24.7%	7.1%	0.7%	6.6%	5.6%	5.2%	0.8%	0.3%
	Utilization		9.6%	-8.4%	5.0%	1.9%	-0.2%	-1.4%	-4.3%	-1.3%	-0.7%	-0.2%
Para- professionals	Workforce	25	16.0%	0.0%	4.0%	16.0%	0.0%	24.0%	4.0%	20.0%	16.0%	0.0%
	RLM		28.7%	5.3%	8.5%	2.8%	1.0%	23.1%	7.1%	20.9%	2.4%	0.3%
	Utilization		-12.7%	-5.3%	-4.5%	13.2%	-1.0%	0.9%	-3.1%	-0.9%	13.6%	-0.3%
Office/Clerical	Workforce	195	5.6%	0.0%	1.5%	5.6%	0.0%	31.3%	15.9%	20.0%	19.5%	0.5%
	RLM		16.1%	3.0%	12.1%	5.4%	0.2%	27.4%	6.3%	20.8%	8.3%	0.5%
	Utilization		-10.4%	-3.0%	-10.6%	0.3%	-0.2%	3.9%	9.6%	-0.8%	11.2%	0.1%
Service/ Maintenance	Workforce	3	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	33.3%	66.7%	0.0%	0.0%
	RLM		12.4%	3.6%	38.2%	5.2%	0.3%	8.8%	2.8%	23.6%	5.0%	0.2%
	Utilization		-12.4%	-3.6%	-38.2%	-5.2%	-0.3%	-8.8%	30.6%	43.1%	-5.0%	-0.2%

**2000 Census Data**

\* Non-Sworn Officials

\*\*Sergeants and Above



## OBJECTIVES TO ADDRESS UNDER-UTILIZATION

The City of Long Beach is committed to aggressively reaching out to candidates to create a work force, at all levels of employment, which reflects the diversity of the City's relevant labor market. Historically, the City has experienced low turnover and attrition; however, those trends are changing due to an aging workforce. And, as a result, the City has redirected its outreach endeavors to ensure that all individuals have equal access to all employment opportunities.

To further ensure equal access, the City has also implemented techniques in the recruiting and testing areas, including but not limited to, the use of the Internet, the use of band scores on eligible lists, selective certification for bilingual candidates and the streamlining of testing processes to expedite candidate selection. These combined tools allow the City to access and process a larger pool of candidates from the relevant labor market.

The City's current work force, as a whole, meets or exceeds its relevant labor market availability in all ethnic categories, except Hispanic. The Hispanic labor market availability, as a whole, is 35.6%. However, the City's Hispanic work force is 25.4%, thus creating under-utilization in this category by 10.2 percentage points, which shows an incremental increase over the 2007-2009 EEO Plan.

Although the City has made some progress towards achieving parity with the relevant labor market, as it relates to Hispanics, we are still under-represented in this ethnic category. In an effort to enhance the recruitment and selection of Hispanic candidates, the City will continue to access available resources throughout the Southern California region. Specifically, we will continue to target community organizations, Community Colleges and Universities, Trade Schools and Professional associations with large Hispanic populations. The City will continue to use internal methods to identify possible career paths and career development programs, where appropriate, such as the management rotation, mentor, job specific training, and transfer-for-training programs to provide opportunities for upward mobility within the work force. Further, the City will continue to enhance youth development programs, such as Police Explorer and Fire Search and Rescue, to capture the growing youth population for potential female and minority Firefighter and Police Officers.

In addition, based on the City's work force by gender, females are under-represented in the bottom line totals for all City job categories, except Blacks. This is due to 54% of the City's workforce being concentrated in traditionally male-dominated job categories, such as Protective Services, Skilled Craft and Service/Maintenance. The weighted average female representation in the work force is 36.3%, which is closer to parity with the relevant labor market than the workforce representation at 34.3%.

To address the under-utilization of females in male-dominated job categories, the City will increase its recruitment efforts at the regional City Colleges and Universities and Professional associations. Although females overall are under-represented, the City's

outreach efforts to attract a larger applicant pool of females has focused on areas wherein female candidates are concentrated, and will continue to do so.

While the current City of Long Beach statistics indicate that females and individuals from under-utilized ethnic groups have been hired at a significantly higher rate than their work force representation, the City's ultimate objective is a work force that is fully representative of our relevant labor market.

## STEPS TO ACHIEVE OBJECTIVES

1. Work with the Civil Service Department staff to focus outreach efforts in areas where female and minority candidates are concentrated;
2. Contact technical schools, colleges and universities with large minority populations within Los Angeles and Orange Counties to encourage graduates to apply for positions within the City;
3. Identify, contact, and advertise in local minority news media and in locations that will maximize minority and female applicant flow;
4. Identify and contact minority community organizations in order to develop contacts and maintain a presence;
5. Visit local universities, colleges, trade schools, and other career development centers on a regular basis in order to cultivate prospective minority employees for internship programs or job placement;
6. Identify a variety of multi-media resources, such as community newspapers, military newsletters, billboards, Internet websites, radio and cable television to advertise in specific markets;
7. Assign the City's Public Information Office the task of developing a series of articles on the City's outreach efforts (e.g. Job Fairs, Expositions, and Safety Recruitment);
8. Identify possible career paths and create career development programs, where appropriate (e.g. Mentor Program, Supervisors Leadership Academy, etc.);
9. Participate in local outreach programs.

## DISSEMINATION

### Internal

1. Copies of the EEOP will be distributed to Councilmembers, elected and appointed officials, City management, Equal Employment Opportunity Counselors, employee organizations, and City Boards and Commissions.
2. The EEOP will be available on the City's intranet site.
3. Department Heads will advise their employees that a copy of the EEOP is available for review.
4. The City's EEO policy statement will be distributed annually to all employees.
5. All required federal and state posters and notices will be posted at appropriate locations.
6. In-house publications will bear the statement "Equal Opportunity Employer" on the cover or face sheet, as appropriate.
7. City-sponsored publications will feature both minority and non-minority men and women.
8. EEO policy will be discussed in new employee orientation sessions and appropriate training programs.
9. Non-discrimination clauses will be included in all union agreements. All contracts will be reviewed to ensure they are non-discriminatory.
10. Diversity Awareness Program/Training will be administered during the City's Supervisors' Leadership Academy.

### External

1. Any method used for recruitment purposes will conclude with the statement that the City is an "Equal Opportunity Employer."
2. Relevant advertising or City-sponsored publications prepared for the general public will feature both minority and non-minority men and women.

3. Printed material for external dissemination will include the statement "Equal Opportunity Employer," as appropriate.
4. The Civil Service Department will maintain a current listing of female/minority publications and community organizations whose interests are directed at ensuring equality.
5. Female and minority recruiting sources will be used to address areas of under-utilization.

## CONCLUSION

It is the policy of the City to promote and provide equal employment opportunity to all persons on all matters affecting City employment. It is our policy to be committed to non-discriminatory employment practices.

The 2000 Census data (2010 Census data is not available yet) shows the City's demographic statistics are increasingly more diverse. The data reflects growth in female, Hispanic, and Asian categories. Although, the City's ethnic and gender representation in the work force has increased to a record level, the numbers have fell slightly below minority and female representation as it relates to the relevant labor market. The City recognizes that in order to achieve full labor market representation, it must continue its efforts in outreach recruitment to obtain a qualified applicant pool that provides full representation of all ethnic and gender categories.

The City's ultimate objective is to establish a diverse workforce that is reflective of the relevant labor market and the community we serve. In the past three years, the City's efforts have been directed by statistical data from the 2000 Census. Citywide objectives were established to achieve workforce parity with the relevant labor market by job category for all ethnic and gender groups. Although, the City has not been able to meet the bottom-line objectives for females and Hispanics, significant gains have been made. As a group, females and minorities continue to be hired at a significantly higher rate than their workforce representation. In 2009, 74.2% of all the new hires were minorities and white females.

The City of Long Beach will continue along the path of utilizing diversity-enhancing programs and activities. We will persevere to maintain our current efforts, as well as implement additional efforts towards labor market diversification. The City will be proactive in our efforts, creative in our approach and adaptable to the ever-changing demographic realities of Long Beach.

## **Workforce By Department**

The Manager of Employee Benefits and Equal Employment provided each department with their annual utilization statistical data. The information contained an analysis of the relevant labor market availability data as it relates to ethnicity and job category.

Each department was advised to establish a narrative addressing under-utilization, by job category and ethnicity. The narrative would address the department's inability to achieve a workforce at the level of the labor market availability standards. This narrative should also include information on specific efforts to increase diversity, by job category.

Based on the information received from the departments, the attached summary was developed. The summary contains charts depicting each department's annual utilization statistics, as compared to the relevant labor market availability standards. In addition, a narrative detailing the objectives to address under-utilization, by department, has been included.

# CITY AUDITOR

## OBJECTIVES TO ADDRESS UNDER-UTILIZATION

### OFFICIALS/ADMINISTRATORS

- ◆ Because Blacks, Asians and American Indians are under-represented, should a vacancy arise, we will actively recruit to ensure a diverse applicant pool by advertising at national colleges and universities, professional organizations and minority communities.

### PROFESSIONALS

- ◆ Because Hispanics, Asians and American Indians are under-represented, we will actively recruit at national colleges and universities, professional organizations and minority communities to ensure a diverse applicant pool, as well as encourage existing employees to participate.

### OFFICE/CLERICAL

- ◆ Because Blacks, Hispanics, Asians and American Indians are under-represented, we will actively recruit to ensure a diverse applicant pool by using all forms of media, such as newspaper and magazine advertisements, inter-net and/or intra-net access, and mass mailings, as well as post job vacancy announcements at the Career Transition Center.



Department: CITY AUDITOR

Job Category	Total Employees	Female		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%
Officials/Administrators -Labor Market			<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>
2009 Workforce (Actual)	4	3	<b>75.0</b>	0	<b>0.0</b>	1	<b>25.0</b>	0	<b>0.0</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>36.2</b>		<b>-5.7</b>		<b>6.8</b>		<b>-15.4</b>		<b>-0.6</b>
Professionals -Labor Market			<b>48.9</b>		<b>6.9</b>		<b>13.2</b>		<b>18.1</b>		<b>0.6</b>
2009 Workforce (Actual)	11	8	<b>72.7</b>	1	<b>9.1</b>	2	<b>18.2</b>	3	<b>27.3</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>23.8</b>		<b>2.2</b>		<b>5.0</b>		<b>9.2</b>		<b>-0.6</b>
Office/Clerical -Labor Market			<b>63.2</b>		<b>9.2</b>		<b>32.3</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	1	1	<b>100.0</b>	0	<b>0.0</b>	0	<b>0.0</b>	0	<b>0.0</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>36.8</b>		<b>-9.2</b>		<b>-32.3</b>		<b>-13.4</b>		<b>-0.6</b>
TOTAL (Bottom Line) -Labor Market			<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	16	12	<b>75.0</b>	1	<b>6.3</b>	3	<b>18.8</b>	3	<b>18.8</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>29.9</b>		<b>-1.1</b>		<b>-16.9</b>		<b>5.4</b>		<b>-0.6</b>

# CITY CLERK

## OBJECTIVES TO ADDRESS UNDER-UTILIZATION

### OFFICIALS/ADMINISTRATORS

- ◆ Because Blacks and American Indians are under-represented in the higher levels of our organization in such jobs as Officials/Administrators, we will focus internal recruitment efforts on existing employees through internal and department specific training, education, and industry specific certification (e.g. Mentor Program, Certified Municipal Clerk training, etc.).

### PROFESSIONALS

- ◆ Because American Indians are under-represented in the Professionals category, it is our objective to increase recruitment efforts at national colleges, universities, professional trade publications, and minority communities.

### PARA-PROFESSIONALS

- ◆ Because Asians and American Indians are under-represented in the Para-professional category, it is our objective to increase recruitment efforts at national colleges, universities, professional trade publications, and minority communities.

### OFFICE/CLERICAL

- ◆ Because Blacks and American Indians are under-represented in the Office/Clerical category, we will use all forms of media (e.g. newspaper and magazine advertisements, inter-net/intra-net access, and mass mailings) to increase outreach efforts.

**Department: CITY CLERK**

Job Category	Total Employees	Female		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%
<b>Officials/Administrators -Labor Market</b>			<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>
2009 Workforce (Actual)	4	3	75.0	0	0.0	2	50.0	2	50.0	0	0.0
Diff (Workforce/Labor Market)			36.2		-5.7		31.8		34.6		-0.6
<b>Professional -Labor Market</b>			<b>48.9</b>		<b>6.9</b>		<b>13.2</b>		<b>18.1</b>		<b>0.6</b>
2009 Workforce (Actual)	4	4	100.0	1	25.0	1	25.0	1	25.0	0	0.0
Diff (Workforce/Labor Market)			51.1		18.1		11.8		6.9		-0.6
<b>Paraprofessionals -Labor Market</b>			<b>50.1</b>		<b>11.5</b>		<b>33.1</b>		<b>4.8</b>		<b>1.2</b>
2009 Workforce (Actual)	5	4	80.0	2	40.0	2	40.0	0	0.0	0	0.0
Diff (Workforce/Labor Market)			29.9		28.5		6.9		-4.8		-1.2
<b>Office/Clerical -Labor Market</b>			<b>63.2</b>		<b>9.2</b>		<b>32.3</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	2	2	100.0	0	0.0	1	50.0	1	50.0	0	0.0
Diff (Workforce/Labor Market)			36.8		-9.2		17.7		36.6		-0.6
<b>TOTALS (Bottom Line) -Labor Market</b>			<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	15	13	86.7	3	20.0	6	40.0	4	26.7	0	0.0
Diff (Workforce/Labor Market)			41.6		12.7		4.4		13.3		-0.6

# CITY MANAGER

## OBJECTIVES TO ADDRESS UNDER-UTILIZATION

### OFFICIALS/ADMINISTRATORS

- ◆ Because Hispanics, Asians and American Indians are under-represented in the Officials/Administrators category, the City Manager's Office will work to increase representation in Hispanics, Asians, and American Indians by targeting recruitment materials to reach a diverse audience and by supporting workplace skills training workshops and other instructional and mentoring opportunities to enhance the development of existing employees.

### PROFESSIONALS

- ◆ Because Females, Hispanics, Asians, and American Indians are under-represented in the Professionals category, the City Manager's Office will increase outreach to existing employees when there are employment opportunities. In addition, for external recruitment, the City Manager's Officer will increase efforts at national colleges, as well as target professional organizations and minority communities.

### OFFICE/CLERICAL

- ◆ Because Hispanics and American Indians are under-represented in the Office/Clerical category, the City Manager's Office will ensure that existing employees are aware of job opportunities through the posting of vacancy announcement and the use of the City's Intranet. Additionally, the City Manager's Office will increase outreach efforts in minority communities and ensure vacancy announcements are distributed at job fairs posted at the Career Transition Center for external recruitments.

**Department: CITY MANAGER**

Job Category	Total Employees	Female		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%
Officials/Administrators	-Labor Market		<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>
2009 Workforce (Actual)	8	4	<b>50.0</b>	3	<b>37.5</b>	0	<b>0.0</b>	0	<b>0.0</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>11.2</b>		<b>31.8</b>		<b>-18.2</b>		<b>-15.4</b>		<b>-0.6</b>
Professionals	-Labor Market		<b>48.9</b>		<b>6.9</b>		<b>13.2</b>		<b>18.1</b>		<b>0.6</b>
2009 Workforce (Actual)	3	1	<b>33.3</b>	1	<b>33.3</b>	0	<b>0.0</b>	0	<b>0.0</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>-15.6</b>		<b>26.4</b>		<b>-13.2</b>		<b>-18.1</b>		<b>-0.6</b>
Office/Clerical	-Labor Market		<b>63.2</b>		<b>9.2</b>		<b>32.3</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	5	5	<b>100.0</b>	2	<b>40.0</b>	0	<b>0.0</b>	1	<b>20.0</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>36.8</b>		<b>30.8</b>		<b>-32.3</b>		<b>6.6</b>		<b>-0.6</b>
<b>TOTAL (Bottom Line)</b>	<b>-Labor Market</b>		<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	16	10	<b>62.5</b>	6	<b>37.5</b>	0	<b>0.0</b>	1	<b>6.3</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>17.4</b>		<b>30.2</b>		<b>-35.6</b>		<b>-7.2</b>		<b>-0.6</b>

# CITY PROSECUTOR

## OBJECTIVES TO ADDRESS UNDER-UTILIZATION

### OFFICIALS/ADMINISTRATORS

- ◆ Because Females, as a whole, Blacks, Hispanics, Asians and American Indians are under-represented in the Officials/Administrators job category, we will increase external recruitment efforts at national colleges and law schools, universities, professional organizations and minority communities.

### PROFESSIONALS

- ◆ Because Asians and American Indians are under-represented in the Professionals category, we will increase external recruitment efforts at national colleges and law schools, universities, professional organizations and minority communities. In addition, we will increase outreach effort by utilizing various forms of media, including but limited to, newspaper and magazine articles and the City's Inter-net/Intra-net.

### PARA-PROFESSIONALS

- ◆ Because Blacks, Hispanics, and American Indians are under-represented in the Para-professionals category, the department will increase external recruitment efforts at national colleges, universities, professional organizations, minority communities and law schools with paraprofessional programs.
- ◆ In addition, we will increase outreach efforts by utilizing various forms of media, including but not limited to, newspaper and magazine articles and the City's Inter-net/Intra-net.

### OFFICE/CLERICAL

- ◆ Because Blacks and American Indians are under-represented in the Office/Clerical category, the department will increase outreach efforts in minority communities by attending job fairs and expositions and post job vacancy announcements at the Career Transition Center.
- ◆ In addition, we will increase outreach efforts by utilizing various forms of media, including but not limited to, newspaper and magazine articles and the City's Inter-net/Intra-net.

**Department: CITY PROSECUTOR**

Job Category	Total Employees	Female		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%
<b>Officials/Administrators -Labor Market</b>			<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>
2009 Workforce (Actual)	1	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Diff (Workforce/Labor Market)			-38.8		-5.7		-18.2		-15.4		-0.6
<b>Professionals -Labor Market</b>			<b>48.9</b>		<b>6.9</b>		<b>13.2</b>		<b>18.1</b>		<b>0.6</b>
2009 Workforce (Actual)	20	12	60.0	3	15.0	5	25.0	1	5.0	0	0.0
Diff (Workforce/Labor Market)			11.1		8.1		11.8		-13.1		-0.6
<b>Paraprofessionals -Labor Market</b>			<b>50.1</b>		<b>11.5</b>		<b>33.1</b>		<b>4.8</b>		<b>1.2</b>
2009 Workforce (Actual)	4	3	75.0	0	0.0	0	0.0	1	25.0	0	0.0
Diff (Workforce/Labor Market)			24.9		-11.5		-33.1		20.2		-1.2
<b>Office/Clerical -Labor Market</b>			<b>63.2</b>		<b>9.2</b>		<b>32.3</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	13	10	76.9	1	7.7	6	46.2	3	23.1	0	0.0
Diff (Workforce/Labor Market)			13.7		-1.5		13.9		9.7		-0.6
<b>TOTAL (Bottom Line) -Labor Market</b>			<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	38	25	65.8	4	10.5	11	28.9	5	13.2	0	0.0
Diff (Workforce/Labor Market)			20.7		3.2		-6.7		-0.2		-0.6

# **CIVIL SERVICE**

## **OBJECTIVES TO ADDRESS UNDER-UTILIZATION**

### **OFFICIALS/ADMINISTRATORS**

- ◆ Because Blacks, Asians and American Indians are under-represented, we will increase outreach efforts by enhancing internal development programs to existing employees by increasing training opportunities, encouraging mentoring relationships and creating defined career paths (e.g. Reassignment for Training Program, Mentor Program, Management Rotation Program, etc.).

### **PROFESSIONALS**

- ◆ Because Asians and American Indians are under-represented, future recruitment efforts will utilize a multi-media approach to increase outreach in minority communities.

### **PARA-PROFESSIONALS**

- ◆ Because Hispanics, Asians and American Indians are under-represented, we will increase internal recruitment efforts by increasing training opportunities, encouraging mentoring relationships and creating defined career paths.

### **OFFICE/CLERICAL**

- ◆ Because Hispanics, Asians and American Indians are under-represented, we will utilize a multi-media approach to increase outreach in minority communities.



**Department: CIVIL SERVICE**

Job Category	Total Employees	Female		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%
<b>Officials/Administrators -Labor Market</b>			<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>
2009 Workforce (Actual)	3	2	66.7	0	0.0	1	33.3	0	0.0	0	0.0
Diff (Workforce/Labor Market)			27.9		-5.7		15.1		-15.4		-0.6
<b>Professionals -Labor Market</b>			<b>48.9</b>		<b>6.9</b>		<b>13.2</b>		<b>18.1</b>		<b>0.6</b>
2009 Workforce (Actual)	6	4	66.7	2	33.3	4	66.7	0	0.0	0	0.0
Diff (Workforce/Labor Market)			17.8		26.4		53.5		-18.1		-0.6
<b>Paraprofessionals -Labor Market</b>			<b>50.1</b>		<b>11.5</b>		<b>33.1</b>		<b>4.8</b>		<b>1.2</b>
2009 Workforce (Actual)	2	2	100.0	1	50.0	0	0.0	0	0.0	0	0.0
Diff (Workforce/Labor Market)			49.9		38.5		-33.1		-4.8		-1.2
<b>Office/Clerical -Labor Market</b>			<b>63.2</b>		<b>9.2</b>		<b>32.3</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	4	4	100.0	2	50.0	1	25.0	0	0.0	0	0.0
Diff (Workforce/Labor Market)			36.8		40.8		-7.3		-13.4		-0.6
<b>Total (Bottom Line) -Labor Market</b>			<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	15	12	80.0	5	33.3	6	40.0	0	0.0	0	0.0
Diff (Workforce/Labor Market)			34.9		26.0		4.4		-13.4		-0.6

# COMMUNITY DEVELOPMENT

## OBJECTIVES TO ADDRESS UNDER-UTILIZATION

### OFFICIALS/ADMINISTRATORS

- ◆ Because Hispanics, Asians and American Indians are under-represented, we will increase outreach efforts at national colleges and universities, professional organizations and minority communities.
- ◆ In addition, we will increase outreach efforts by utilizing various forms of media, including newspapers and magazines and the City's Inter-net/Intra-net.

### PROFESSIONALS

- ◆ Because Asians are under-represented, we will increase recruitment at national colleges and universities, professional organizations and minority communities.

### TECHNICIANS

- ◆ Because Blacks and American Indians are under-represented, we will increase recruitment efforts at national colleges and trade schools, professional organization and minority communities, as well as encourage existing employees to cross-train and participate in the City's Reassignment for Training Program.

### PARA-PROFESSIONALS

- ◆ Because Females are under-represented, we will increase recruitment efforts in minority communities by utilizing all forms of media, including newspapers and magazines, and the City's Inter-net/Intra-net access.

### OFFICE/CLERICAL

- ◆ Because Hispanics and American Indians are under-represented, we will increase recruitment efforts in minority communities, as well as advertise at the Career Transition Center and on the City's Inter-net/Intra-net.

### SKILLED CRAFT

- ◆ Because Hispanics and American Indians are under-represented, we will increase outreach efforts at trade schools, professional organizations and minority communities, as well as advertise at the Career Transition Center and on the City's Inter-net/Intra-net.

**Department: COMMUNITY DEVELOPMENT**

Job Category	Total Employees	Female		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%
Officials/Administrators -Labor Market		<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>	
2009 Workforce (Actual)	25	14	<b>56.0</b>	3	<b>12.0</b>	1	<b>4.0</b>	3	<b>12.0</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>17.2</b>		<b>6.3</b>		<b>-14.2</b>		<b>-3.4</b>		<b>-0.6</b>
Professionals -Labor Market		<b>48.9</b>		<b>6.9</b>		<b>13.2</b>		<b>18.1</b>		<b>0.6</b>	
2009 Workforce (Actual)	74	48	<b>64.9</b>	15	<b>20.3</b>	21	<b>28.4</b>	13	<b>17.6</b>	1	<b>1.4</b>
Diff (Workforce/Labor Market)			<b>16.0</b>		<b>13.4</b>		<b>15.2</b>		<b>-0.5</b>		<b>0.8</b>
Technicians -Labor Market		<b>48.8</b>		<b>9.9</b>		<b>22.5</b>		<b>22.4</b>		<b>0.6</b>	
2009 Workforce (Actual)	5	4	<b>80.0</b>	0	<b>0.0</b>	2	<b>40.0</b>	2	<b>40.0</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>31.2</b>		<b>-9.9</b>		<b>17.5</b>		<b>17.6</b>		<b>-0.6</b>
Paraprofessionals -Labor Market		<b>50.1</b>		<b>11.5</b>		<b>33.1</b>		<b>4.8</b>		<b>1.2</b>	
2009 Workforce (Actual)	23	11	<b>47.8</b>	4	<b>17.4</b>	8	<b>34.8</b>	3	<b>13.0</b>	1	<b>4.3</b>
Diff (Workforce/Labor Market)			<b>-2.3</b>		<b>5.9</b>		<b>1.7</b>		<b>8.2</b>		<b>3.1</b>
Office/Clerical -Labor Market		<b>63.2</b>		<b>9.2</b>		<b>32.3</b>		<b>13.4</b>		<b>0.6</b>	
2009 Workforce (Actual)	80	69	<b>86.3</b>	25	<b>31.3</b>	23	<b>28.8</b>	19	<b>23.8</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>23.1</b>		<b>22.1</b>		<b>-3.6</b>		<b>10.4</b>		<b>-0.6</b>
Skilled Craft -Labor Market		<b>8.3</b>		<b>4.6</b>		<b>48.2</b>		<b>9.6</b>		<b>0.7</b>	
2009 Workforce (Actual)	24	4	<b>16.7</b>	2	<b>8.3</b>	5	<b>20.8</b>	3	<b>12.5</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>8.4</b>		<b>3.7</b>		<b>-27.4</b>		<b>2.9</b>		<b>-0.7</b>
<b>TOTALS (Bottom Line) -Labor Market</b>		<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>	
2009 Workforce (Actual)	231	150	<b>64.9</b>	49	<b>21.2</b>	60	<b>26.0</b>	43	<b>18.6</b>	2	<b>0.9</b>
Diff (Workforce/Labor Market)			<b>19.8</b>		<b>13.9</b>		<b>-9.6</b>		<b>5.2</b>		<b>0.3</b>

# **FINANCIAL MANAGEMENT**

## **OBJECTIVES TO ADDRESS UNDER-UTILIZATION**

### **OFFICIALS/ADMINISTRATORS**

- ◆ Because Hispanics and American Indians are under-represented, we will increase internal and external recruitments at colleges and universities. We will also expand exposure to High Schools to stimulate career interests by the students. In addition, we will use various forms of media including newspaper and trade magazine advertisements, Inter-net and Intra-net access, professional organizations, and customized mailings to increase outreach.

### **PROFESSIONALS**

- ◆ Because Hispanics and American Indians are under-represented, we will increase internal and external recruitment efforts in minority communities, colleges and universities. We will expand exposure at High Schools to stimulate career interests by the students.
- ◆ We will target internal recruitment efforts by establishing potential career paths for current employees (e.g. Reassignment for Training Program, Mentor Program, etc.). In addition, we will use various forms of media including newspaper and trade magazine advertisements, Inter-net and Intra-net access, professional organizations, and customized mailings to increase outreach.

### **TECHNICIANS**

- ◆ Because Blacks, and American Indians are under-represented, we will increase internal and external recruitment efforts in minority communities. In addition, we will use various forms of media including newspaper and trade magazine advertisements, Inter-net and Intra-net access, professional organizations, and customized mailings to increase outreach.

### **PARA-PROFESSIONALS**

- ◆ Because Blacks and Hispanics are under-represented, we will increase internal and external recruitment efforts in minority communities. In addition, we will use various forms of media including newspaper and trade magazine advertisements, Inter-net and Intra-net access, professional organizations, and customized mailings to increase outreach.

**Department: FINANCIAL MANAGEMENT**

Job Category	Total Employees	Female		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%
<b>Officials/Administrators -Labor Market</b>			<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>
2009 Workforce (Actual)	17	9	<b>52.9</b>	2	<b>11.8</b>	2	<b>11.8</b>	3	<b>17.6</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>14.1</b>		<b>6.1</b>		<b>-6.4</b>		<b>2.2</b>		<b>-0.6</b>
<b>Professionals -Labor Market</b>			<b>48.9</b>		<b>6.9</b>		<b>13.2</b>		<b>18.1</b>		<b>0.6</b>
2009 Workforce (Actual)	32	25	<b>78.1</b>	3	<b>9.4</b>	3	<b>9.4</b>	14	<b>43.8</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>29.2</b>		<b>2.5</b>		<b>-3.8</b>		<b>25.7</b>		<b>-0.6</b>
<b>Technicians -Labor Market</b>			<b>48.8</b>		<b>9.9</b>		<b>22.5</b>		<b>22.4</b>		<b>0.6</b>
2009 Workforce (Actual)	4	2	<b>50.0</b>	0	<b>0.0</b>	1	<b>25.0</b>	1	<b>25.0</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>1.2</b>		<b>-9.9</b>		<b>2.5</b>		<b>2.6</b>		<b>-0.6</b>
<b>Paraprofessionals -Labor Market</b>			<b>50.1</b>		<b>11.5</b>		<b>33.1</b>		<b>4.8</b>		<b>1.2</b>
2009 Workforce (Actual)	6	5	<b>83.3</b>	0	<b>0.0</b>	1	<b>16.7</b>	1	<b>16.7</b>	2	<b>33.3</b>
Diff (Workforce/Labor Market)			<b>33.2</b>		<b>-11.5</b>		<b>-16.4</b>		<b>11.9</b>		<b>32.1</b>
<b>Office/Clerical -Labor Market</b>			<b>63.2</b>		<b>9.2</b>		<b>32.3</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	62	52	<b>83.9</b>	17	<b>27.4</b>	21	<b>33.9</b>	11	<b>17.7</b>	1	<b>1.6</b>
Diff (Workforce/Labor Market)			<b>20.7</b>		<b>18.2</b>		<b>1.6</b>		<b>4.3</b>		<b>1.0</b>
<b>TOTAL (Bottom Line) -Labor Market</b>			<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	121	93	<b>76.9</b>	22	<b>18.2</b>	28	<b>23.1</b>	30	<b>24.8</b>	3	<b>2.5</b>
Diff (Workforce/Labor Market)			<b>31.8</b>		<b>10.9</b>		<b>-12.5</b>		<b>11.4</b>		<b>1.9</b>

# **FIRE DEPARTMENT**

## **OBJECTIVES TO ADDRESS UNDER-UTILIZATION**

### **OFFICIALS/ADMINISTRATORS**

- ◆ Because Females, as a whole, Blacks, Hispanics and American Indians are under-represented, we will focus on increasing internal recruitment efforts by providing additional technical and leadership training opportunities, mentoring employees and establishing career paths for promotional opportunities.
- ◆ Additional outreach in minority communities will be conducted in conjunction with Civil Service to expand recruitment by attending job fairs, advertising with colleges, universities and professional organizations and using all forms of media to advertise opportunities, including newspaper and magazine advertisements, Inter-net/Intra-net access, and mailings.

### **PROFESSIONALS**

- ◆ Because Blacks, Asians and American Indians are under-represented, we will work with Civil Service to expand recruitments with additional outreach in minority communities, attending job fairs, advertising with colleges, universities and professional organizations and using all forms of media to advertise opportunities, including newspaper and magazine advertisements, Inter-net/Intra-net access and mailings.

### **TECHNICIANS**

- ◆ Because Females, as a whole, Blacks, Hispanics, Asians and American Indians are under-represented, we will work with Civil Service to expand recruitments with additional outreach in minority communities, attending job fairs and using all forms of media to advertise opportunities, including newspaper and magazine advertisements, Inter-net/Intra-net access and mailings.

### **PROTECTIVE SERVICES**

- ◆ Because Females, as a whole, Blacks, Hispanics, and American Indians are under-represented, we will work with Civil Service to expand recruitments with additional outreach in minority communities, attending job fairs, organizing information sessions, advertising with colleges, universities and professional organizations and using all forms of media to advertise opportunities, including newspaper and magazine advertisements, Inter-net/Intra-net access and mailings.

## **FIRE DEPARTMENT**

### **OBJECTIVES TO ADDRESS UNDER-UTILIZATION (continued)**

- ◆ Continue to recommend to the Civil Service Department that the Fire Recruit examination be given annually to replenish available female and minority candidates.
- ◆ Continue to offer Firefighters opportunities to prepare for promotion, by providing the Captain's Preparation Academy and encouraging all female and minority Firefighters to participate.

#### **PARA-PROFESSIONALS**

- ◆ Only one position exists in this job category and it is currently filled. Should a vacancy occur, recruitment will be expanded to minority communities by attending job fairs and using all forms of media to advertise opportunities, including newspaper and magazine advertisements, inter-net/intra-net access and mailings. Training opportunities and mentoring for current employees will also be provided.

#### **OFFICE/CLERICAL**

- ◆ Because Hispanics, Asians and American Indians are under-represented, we will work with Civil Service to expand recruitments with additional outreach to minority communities, attend job fairs and using all forms of media to advertise opportunities, including newspaper and magazine advertisements, inter-net/intra-net access and mailings.

#### **SKILLED CRAFT**

- ◆ Because Females, as a whole, Blacks, Hispanics, and American Indians are under-represented, we will work with Civil Service to expand recruitment with additional outreach in minority communities, attending job fairs and using all forms of media to advertise opportunities, including newspaper and magazine advertisements, inter-net/intra-net access and mailings.

**Department: FIRE**

Job Category	Total Employees	Female		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%
<b>Officials/Administrators -Labor Market</b>		<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>	
2009 Workforce (Actual)	6	0	0.0	0	0.0	1	16.7	1	16.7	0	0.0
Diff (Workforce/Labor Market)			-38.8		-5.7		-1.5		1.3		-0.6
<b>Professionals -Labor Market</b>		<b>48.9</b>		<b>6.9</b>		<b>13.2</b>		<b>18.1</b>		<b>0.6</b>	
2009 Workforce (Actual)	10	6	60.0	0	0.0	5	50.0	0	0.0	0	0.0
Diff (Workforce/Labor Market)			11.1		-6.9		36.8		-18.1		-0.6
<b>Technicians -Labor Market</b>		<b>48.8</b>		<b>9.9</b>		<b>22.5</b>		<b>22.4</b>		<b>0.6</b>	
2009 Workforce (Actual)	24	0	0.0	1	4.2	4	16.7	2	8.3	0	0.0
Diff (Workforce/Labor Market)			-48.8		-5.7		-5.8		-14.1		-0.6
<b>Protective Services -Labor Market</b>		<b>50.1</b>		<b>11.5</b>		<b>33.1</b>		<b>4.8</b>		<b>1.2</b>	
2009 Workforce (Actual)	405	12	3.0	30	7.4	78	19.3	28	6.9	3	0.7
Diff (Workforce/Labor Market)			-47.1		-4.1		-13.8		2.1		-0.5
<b>Paraprofessionals -Labor Market</b>		<b>50.1</b>		<b>11.5</b>		<b>33.1</b>		<b>4.8</b>		<b>1.2</b>	
2009 Workforce (Actual)	2	0	0.0	0	0.0	1	50.0	1	50.0	0	0.0
Diff (Workforce/Labor Market)			-50.1		-11.5		16.9		45.2		-1.2
<b>Office/Clerical -Labor Market</b>		<b>8.3</b>		<b>4.6</b>		<b>48.2</b>		<b>9.6</b>		<b>0.7</b>	
2009 Workforce (Actual)	38	31	81.6	5	13.2	8	21.1	2	5.3	0	0.0
Diff (Workforce/Labor Market)			73.3		8.6		-27.1		-4.3		-0.7
<b>Skilled Craft -Labor Market</b>		<b>40.4</b>		<b>6.0</b>		<b>60.6</b>		<b>10.2</b>		<b>0.5</b>	
2009 Workforce (Actual)	8	1	12.5	0	0.0	1	12.5	1	12.5	0	0.0
Diff (Workforce/Labor Market)			-27.9		-6.0		-48.1		2.3		-0.5
<b>TOTALS (Bottom Line) -Labor Market</b>		<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>	
2009 Workforce (Actual)	493	50	10.1	36	7.3	98	19.9	35	7.1	3	0.6
Diff (Workforce/Labor Market)			-35.0		0.0		-15.7		-6.3		0.0



**Department: FIRE - SWORN** (Firefighter classifications including Fire Recruit)

Job Category	Total Employees	Female		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%
<b>Officials/Administrators*</b>	<b>-Labor Market</b>		<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>
2009 Workforce (Actual)	98	0	<b>0.0</b>	7	<b>7.1</b>	21	<b>21.4</b>	3	<b>3.1</b>	1	<b>1.0</b>
Diff (Workforce/Labor Market)			<b>-38.8</b>		<b>1.4</b>		<b>3.2</b>		<b>-12.3</b>		<b>0.4</b>
<b>Protective Services</b>	<b>-Labor Market</b>		<b>18.3</b>		<b>18.5</b>		<b>28.9</b>		<b>7.7</b>		<b>1.0</b>
2009 Workforce (Actual)	286	11	<b>3.8</b>	23	<b>8.0</b>	55	<b>19.2</b>	24	<b>8.4</b>	2	<b>0.7</b>
Diff (Workforce/Labor Market)			<b>-14.5</b>		<b>-10.5</b>		<b>-9.7</b>		<b>0.7</b>		<b>-0.3</b>
<b>TOTAL (Bottom Line)</b>	<b>-Labor Market</b>		<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	384	11	<b>2.9</b>	30	<b>7.8</b>	76	<b>19.8</b>	27	<b>7.0</b>	3	<b>0.8</b>
Diff (Workforce/Labor Market)			<b>-42.2</b>		<b>0.5</b>		<b>-15.8</b>		<b>-6.4</b>		<b>0.2</b>

\*Includes Fire Captain and above

# HARBOR DEPARTMENT

## OBJECTIVES TO ADDRESS UNDER-UTILIZATION

### OFFICIALS/ADMINISTRATORS

- ◆ Because Females, as a whole, Hispanics, Asians and American Indians are under-represented, we will we will evaluate our promotional practices to ensure that all ethnic groups are receiving an equal opportunity to advance.
- ◆ In addition, we will use all forms of media, including newspaper and magazine advertisements, inter-net/intra-net access, and executive search firms to increase outreach efforts.

### PROFESSIONALS

- ◆ Because Females, as a whole, Blacks and American Indians are under-represented, we will increase external recruitments at national colleges and universities and professional organizations, as well as use all forms of appropriate media and/or executive search firms.

### TECHNICIANS

- ◆ Because Females, as a whole, Blacks, Hispanics and American Indians are under-represented, we will increase outreach efforts by attending job fairs and expositions and posting job opportunity bulletins at the Career Transition Center. And, we will evaluate our promotional practices to ensure that all ethnic groups are receiving an equal opportunity to advance.
- ◆ In addition, we will use all forms of media, including newspaper and magazine advertisements, inter-net/intra-net access, and mass mailings to increase outreach efforts.

### PROTECTIVE SERVICES

- ◆ Because Females, as a whole, Blacks, Hispanics and American Indians are under-represented, we will increase outreach efforts by attending job fairs and expositions and posting job opportunity bulletins at the Career Transition Center, as well as use all forms of media, including newspaper and magazine advertisements, inter-net/intra-net access, and mass mailings.

# HARBOR DEPARTMENT

## OBJECTIVES TO ADDRESS UNDER-UTILIZATION (continued)

### PARA-PROFESSIONALS

- ◆ Because Hispanics and American Indians are under-represented, we will increase outreach efforts by attending job fairs and expositions and posting job opportunity bulletins at the Career Transition Center, as well as use all forms of media, including newspaper and magazine advertisements, inter-net/intra-net access, and mass mailings.

### OFFICE/CLERICAL

- ◆ Because Asians and American Indians are under-represented, we will increase outreach efforts by attending job fairs and expositions and posting job opportunity bulletins at the Career Transition Center, as well as use all forms of media, including newspaper and magazine advertisements, inter-net/intra-net access, and mass mailings.

### SKILLED CRAFT

- ◆ Because Females, as a whole, Hispanics, Asians and American Indians are under-represented, we will increase outreach efforts by attending job fairs and expositions and posting job opportunity bulletins at the Career Transition Center.

### SERVICE MAINTENANCE

- ◆ Because Females, as a whole, Hispanics, Asians and American Indians are under-represented, we will increase outreach efforts by attending job fairs and expositions and posting job opportunity bulletins at the Career Transition Center.

**Department: HARBOR**

Job Category	Total Employees	Female		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%
<b>Officials/Administrators-Labor Market</b>			<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>
2009 Workforce (Actual)	38	7	18.4	4	10.5	0	0.0	4	10.5	0	0.0
Diff (Workforce/Labor Market)			-20.4		4.8		-18.2		-4.9		-0.6
<b>Professionals -Labor Market</b>			<b>48.9</b>		<b>6.9</b>		<b>13.2</b>		<b>18.1</b>		<b>0.6</b>
2009 Workforce (Actual)	123	50	40.7	8	6.5	21	17.1	32	26.0	0	0.0
Diff (Workforce/Labor Market)			-8.2		-0.4		3.9		7.9		-0.6
<b>Technicians -Labor Market</b>			<b>48.8</b>		<b>9.9</b>		<b>22.5</b>		<b>22.4</b>		<b>0.6</b>
2009 Workforce (Actual)	37	7	18.9	0	0.0	5	13.5	11	29.7	0	0.0
Diff (Workforce/Labor Market)			-29.9		-9.9		-9.0		7.3		-0.6
<b>Protective Services Labor Market</b>			<b>18.3</b>		<b>18.5</b>		<b>28.9</b>		<b>7.7</b>		<b>1.0</b>
2009 Workforce (Actual)	43	7	16.3	4	9.3	11	25.6	4	9.3	0	0.0
Diff (Workforce/Labor Market)			-2.0		-9.2		-3.3		1.6		-1.0
<b>Paraprofessionals -Labor Market</b>			<b>50.1</b>		<b>11.5</b>		<b>33.1</b>		<b>4.8</b>		<b>1.2</b>
2009 Workforce (Actual)	8	7	87.5	1	12.5	1	12.5	1	12.5	0	0.0
Diff (Workforce/Labor Market)			37.4		1.0		-20.6		7.7		-1.2
<b>Office/Clerical -Labor Market</b>			<b>63.2</b>		<b>9.2</b>		<b>32.3</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	56	46	82.1	17	30.4	10	32.3	6	10.7	0	0.0
Diff (Workforce/Labor Market)			18.9		21.2		0.0		-2.7		-0.6
<b>Skilled Craft -Labor Market</b>			<b>8.3</b>		<b>4.6</b>		<b>48.2</b>		<b>9.6</b>		<b>0.7</b>
2009 Workforce (Actual)	46	1	2.2	4	8.7	10	21.7	2	4.3	0	0.0
Diff (Workforce/Labor Market)			-6.1		4.1		-26.5		-5.3		-0.7
<b>Service/Maintenance -Labor Market</b>			<b>40.4</b>		<b>6.0</b>		<b>60.6</b>		<b>10.2</b>		<b>0.5</b>
2009 Workforce (Actual)	29	2	6.9	10	34.5	10	34.5	1	3.4	0	0.0
Diff (Workforce/Labor Market)			-33.5		28.5		-26.1		-6.8		-0.5
<b>TOTAL (Bottom Line) -Labor Market</b>			<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	380	127	33.4	48	12.6	68	17.9	61	16.1	0	0.0
Diff (Workforce/Labor Market)			-11.7		5.3		-17.7		2.7		-0.6

# **HEALTH AND HUMAN SERVICES**

## **OBJECTIVES TO ADDRESS UNDER-UTILIZATION**

### **OFFICIALS/ADMINISTRATORS**

- ◆ Because Hispanics and American Indians are under-represented, we will evaluate our promotional practices to ensure that all ethnic groups are receiving an equal opportunity to advance.
- ◆ The department will increase its outreach efforts through enhancing internal development programs to existing employees by providing training opportunities, encouraging mentoring relationships, creating defined career paths through the Reassignment for Training Program, Transfers, etc., and promoting internship opportunities. In addition, we will use all forms of media, including newspaper and magazine advertisements, inter-net/intra-net access, and mass mailings to increase outreach efforts.

### **PROFESSIONALS**

- ◆ Because American Indians are under-represented, we will evaluate our promotional practices to ensure that all ethnic groups are receiving an equal opportunity to advance.
- ◆ The department will increase its outreach efforts through enhancing internal development programs to existing employees by providing training opportunities, encouraging mentoring relationships, creating defined career paths through the Reassignment for Training Program, Transfers, etc., and promoting internship opportunities. In addition, we will use all forms of media, including newspaper and magazine advertisements, inter-net/intra-net access, and mass mailings to increase outreach efforts.

### **TECHNICIANS**

- ◆ Because Blacks and American Indians are under-represented, we will increase outreach efforts by attending job fairs and expositions and posting job opportunity bulletins at the Career Transition Center. And, we will evaluate our promotional practices to ensure that all ethnic groups are receiving an equal opportunity to advance.
- ◆ The department will increase its outreach efforts through enhancing internal development programs to existing employees by providing training opportunities, encouraging mentoring relationships, creating defined career paths through the

# HEALTH AND HUMAN SERVICES

## OBJECTIVES TO ADDRESS UNDER-UTILIZATION (continued)

### TECHNICIANS (continued)

Reassignment for Training Program, Transfers, etc., and promoting internship opportunities. In addition, we will use all forms of media, including newspaper and magazine advertisements, inter-net/intra-net access, and mass mailings to increase outreach efforts

### PROTECTIVE SERVICES

- ◆ Because Blacks, Asians and American Indians are under-represented, we will increase outreach efforts by attending job fairs and expositions and posting job opportunity bulletins at the Career Transition Center. And, we will evaluate our promotional practices to ensure that all ethnic groups are receiving an equal opportunity to advance.
- ◆ The department will increase its outreach efforts through enhancing internal development programs to existing employees by providing training opportunities, encouraging mentoring relationships, creating defined career paths through the Reassignment for Training Program, Transfers, etc., and promoting internship opportunities. In addition, we will use all forms of media, including newspaper and magazine advertisements, inter-net/intra-net access, and mass mailings to increase outreach efforts

### PARA-PROFESSIONALS

- ◆ Because Hispanics and American Indians are under-represented, we will evaluate our promotional practices to ensure that all ethnic groups are receiving an equal opportunity to advance.
- ◆ The department will increase its outreach efforts through enhancing internal development programs to existing employees by providing training opportunities, encouraging mentoring relationships, creating defined career paths through the Reassignment for Training Program, Transfers, etc., and promoting internship opportunities. In addition, we will use all forms of media, including newspaper and magazine advertisements, inter-net/intra-net access, and mass mailings to increase outreach efforts.

# HEALTH AND HUMAN SERVICES

## OBJECTIVES TO ADDRESS UNDER-UTILIZATION (continued)

### OFFICE/CLERICAL

- ◆ Because American Indians are under-represented, we will increase outreach efforts by attending job fairs and expositions and posting job opportunity bulletins at the Career Transition Center.
- ◆ The department will increase its outreach efforts through enhancing internal development programs to existing employees by providing training opportunities, encouraging mentoring relationships, creating defined career paths through the Reassignment for Training Program, Transfers, etc., and promoting internship opportunities.

### SKILLED CRAFT

- ◆ Because Females, as a whole, Hispanics, Asians and American Indians are under-represented, we will increase outreach efforts by attending job fairs and expositions and posting job opportunity bulletins at the Career Transition Center.
- ◆ The department will increase its outreach efforts through enhancing internal development programs to existing employees by providing training opportunities, encouraging mentoring relationships, creating defined career paths through the Reassignment for Training Program, Transfers, etc., and promoting internship opportunities.

### SERVICE MAINTENANCE

- ◆ Because Females, as a whole, Hispanics and American Indians are under-represented, we will increase outreach efforts by attending job fairs and expositions and posting job opportunity bulletins at the Career Transition Center.
- ◆ The department will increase its outreach efforts through enhancing internal development programs to existing employees by providing training opportunities, encouraging mentoring relationships, creating defined career paths through the Reassignment for Training Program, Transfers, etc., and promoting internship opportunities.

**Department: HEALTH & HUMAN SERVICES**

Job Category	Total Employees	Female		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%
<b>Officials/Administrators -Labor Market</b>			<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>
2009 Workforce (Actual)	14	9	64.3	1	7.1	2	14.3	3	21.4	0	0.0
Diff (Workforce/Labor Market)			25.5		1.4		-3.9		6.0		-0.6
<b>Professionals -Labor Market</b>			<b>48.9</b>		<b>6.9</b>		<b>13.2</b>		<b>18.1</b>		<b>0.6</b>
2009 Workforce (Actual)	93	67	72.0	13	14.0	14	15.1	29	31.2	0	0.0
Diff (Workforce/Labor Market)			23.1		7.1		1.9		13.1		-0.6
<b>Technicians -Labor Market</b>			<b>48.8</b>		<b>9.9</b>		<b>22.5</b>		<b>22.4</b>		<b>0.6</b>
2009 Workforce (Actual)	13	9	69.2	0	0.0	4	30.8	6	46.2	0	0.0
Diff (Workforce/Labor Market)			20.4		-9.9		8.3		23.8		-0.6
<b>Protective Services -Labor Market</b>			<b>18.3</b>		<b>18.5</b>		<b>28.9</b>		<b>7.7</b>		<b>1.0</b>
2009 Workforce (Actual)	17	8	47.1	2	11.8	5	29.4	0	0.0	0	0.0
Diff (Workforce/Labor Market)			28.8		-6.7		0.5		-7.7		-1.0
<b>Paraprofessionals -Labor Market</b>			<b>50.1</b>		<b>11.5</b>		<b>33.1</b>		<b>4.8</b>		<b>1.2</b>
2009 Workforce (Actual)	5	5	100.0	1	20.0	1	20.0	3	60.0	0	0.0
Diff (Workforce/Labor Market)			49.9		8.5		-13.1		55.2		-1.2
<b>Office/Clerical -Labor Market</b>			<b>63.2</b>		<b>9.2</b>		<b>32.3</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	145	118	81.4	24	16.6	68	46.9	34	23.4	0	0.0
Diff (Workforce/Labor Market)			18.2		7.4		14.6		10.0		-0.6
<b>Skilled Craft -Labor Market</b>			<b>8.3</b>		<b>4.6</b>		<b>48.2</b>		<b>9.6</b>		<b>0.7</b>
2009 Workforce (Actual)	1	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0
Diff (Workforce/Labor Market)			-8.3		95.4		-48.2		-9.6		-0.7
<b>Service/Maintenance -Labor Market</b>			<b>40.4</b>		<b>6.0</b>		<b>60.6</b>		<b>10.2</b>		<b>0.5</b>
2009 Workforce (Actual)	6	1	16.7	4	66.7	0	0.0	2	33.3	0	0.0
Diff (Workforce/Labor Market)			-23.7		60.7		-60.6		23.1		-0.5
<b>TOTAL (Bottom Line) -Labor Market</b>			<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	294	217	73.8	46	15.6	94	32.0	77	26.2	0	0.0
Diff (Workforce/Labor Market)			28.7		8.3		-3.6		12.8		-0.6



# HUMAN RESOURCES

## OBJECTIVES TO ADDRESS UNDER-UTILIZATION

### OFFICIALS/ADMINISTRATORS

- ◆ Because Asians and American Indians are under-represented, we will enhance internal recruitments efforts by establishing a career path for current employees, i.e. Reassignment for Training, Mentor Program, etc., and use all forms of media, such as newspaper and magazine advertisements, inter-net/intra-net access, professional organizations and mass mailings to increase outreach.

### PROFESSIONALS

- ◆ Because Asians and American Indians are under-represented, we will enhance internal recruitments efforts by establishing a career path for current employees, i.e. Reassignment for Training, Mentor Program, etc., and use all forms of media, such as newspaper and magazine advertisements, inter-net/intra-net access, professional organizations and mass mailings to increase outreach.

### PARA-PROFESSIONALS

- ◆ Because Hispanics, Asians and American Indians are under-represented, we will enhance internal recruitments efforts by establishing a career path for current employees, i.e. Reassignment for Training, Mentor Program, etc., and use all forms of media, such as newspaper and magazine advertisements, inter-net/intra-net access, attend job fairs and expositions and post job opportunity bulletins at the Career Transition Center.

### OFFICE/CLERICAL

- ◆ Because Blacks and American Indians are under-represented, we will work with Civil Service to expand recruitment to include additional outreach to minority communities, attend job fairs and use all forms of media, such as newspaper and magazine advertisements, inter-net/intra-net access, and mailings, to advertise opportunities.

**Department: HUMAN RESOURCES**

Job Category	Total Employees	Female		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%
<b>Officials/Administrators -Labor Market</b>			<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>
2009 Workforce (Actual)	7	3	<b>42.9</b>	1	<b>14.3</b>	2	<b>28.6</b>	1	<b>14.3</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>4.1</b>		<b>8.6</b>		<b>10.4</b>		<b>-1.1</b>		<b>-0.6</b>
<b>Professional -Labor Market</b>			<b>48.9</b>		<b>6.9</b>		<b>13.2</b>		<b>18.1</b>		<b>0.6</b>
2009 Workforce (Actual)	9	7	<b>77.8</b>	1	<b>11.1</b>	3	<b>33.3</b>	0	<b>0.0</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>28.9</b>		<b>4.2</b>		<b>20.1</b>		<b>-18.1</b>		<b>-0.6</b>
<b>Paraprofessionals -Labor Market</b>			<b>50.1</b>		<b>11.5</b>		<b>33.1</b>		<b>4.8</b>		<b>1.2</b>
2009 Workforce (Actual)	4	4	<b>100.0</b>	1	<b>25.0</b>	1	<b>25.0</b>	0	<b>0.0</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>49.9</b>		<b>13.5</b>		<b>-8.1</b>		<b>-4.8</b>		<b>-1.2</b>
<b>Office/Clerical -Labor Market</b>			<b>63.2</b>		<b>9.2</b>		<b>32.3</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	3	3	<b>100.0</b>	0	<b>0.0</b>	1	<b>33.3</b>	1	<b>33.3</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>36.8</b>		<b>-9.2</b>		<b>1.0</b>		<b>19.9</b>		<b>-0.6</b>
<b>TOTALS (Bottom Line) -Labor Market</b>			<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	23	17	<b>73.9</b>	3	<b>13.0</b>	7	<b>30.4</b>	2	<b>8.7</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>28.8</b>		<b>5.7</b>		<b>-5.2</b>		<b>-4.7</b>		<b>-0.6</b>

# **LAW DEPARTMENT**

## **OBJECTIVES TO ADDRESS UNDER-UTILIZATION**

### **OFFICIALS/ADMINISTRATORS**

- ◆ Because Females, as a whole, Blacks, Hispanics, Asians and American Indians are under-represented, we will evaluate promotional practices to ensure all persons are receiving an equal employment opportunity.
- ◆ In addition, we will focus internal recruitment efforts on existing employees by establishing a career path and promoting from within the department (e.g. Reassignment for Training Program, Mentor Program, Management Rotation Program, and the Long Beach Leadership Academy).

### **PROFESSIONALS**

- ◆ Because Asians and American Indians are under-represented, we will use all forms of media, such as newspaper and magazine advertisements, internet/intra-net access, and mailings, to advertise job opportunities. In addition, we will increase recruitment at national colleges and universities, professional organizations, and minority communities.

### **PARA-PROFESSIONALS**

- ◆ Because Hispanics, Asians and American Indians are under-represented, we will use all forms of media, such as newspaper and magazine advertisements, internet/intra-net access, and mailings, to advertise job opportunities, as well as recruit through professional organizations and minority communities.

### **OFFICE/CLERICAL**

- ◆ Because Asians and American Indians are under-represented, we will use all forms of media, such as newspaper and magazine advertisements, internet/intra-net access, and mailings, to advertise job opportunities, as well as recruit through professional organizations and minority communities. In addition, we will post job announcements at the Career Transition Center.

**Department: LAW**

Job Category	Total Employees	Female		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%
<b>Officials/Administrators -Labor Market</b>			<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>
2009 Workforce (Actual)	8	3	<b>37.5</b>	0	<b>0.0</b>	0	<b>0.0</b>	1	<b>12.5</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>-1.3</b>		<b>-5.7</b>		<b>-18.2</b>		<b>-2.9</b>		<b>-0.6</b>
<b>Professionals -Labor Market</b>			<b>48.9</b>		<b>6.9</b>		<b>13.2</b>		<b>18.1</b>		<b>0.6</b>
2009 Workforce (Actual)	25	13	<b>52.0</b>	4	<b>16.0</b>	4	<b>16.0</b>	2	<b>8.0</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>3.1</b>		<b>9.1</b>		<b>2.8</b>		<b>-10.1</b>		<b>-0.6</b>
<b>Paraprofessionals -Labor Market</b>			<b>50.1</b>		<b>11.5</b>		<b>33.1</b>		<b>4.8</b>		<b>1.2</b>
2009 Workforce (Actual)	15	15	<b>100.0</b>	4	<b>26.7</b>	3	<b>20.0</b>	1	<b>0.0</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>49.9</b>		<b>15.2</b>		<b>-13.1</b>		<b>-4.8</b>		<b>-1.2</b>
<b>Office/Clerical -Labor Market</b>			<b>63.2</b>		<b>9.2</b>		<b>32.3</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	16	14	<b>87.5</b>	5	<b>31.3</b>	7	<b>43.8</b>	1	<b>6.3</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>24.3</b>		<b>22.1</b>		<b>11.5</b>		<b>-7.2</b>		<b>-0.6</b>
<b>TOTALS (Bottom Line) -Labor Market</b>			<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	64	45	<b>70.3</b>	13	<b>20.3</b>	14	<b>21.9</b>	5	<b>7.8</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>25.2</b>		<b>13.0</b>		<b>-13.7</b>		<b>-5.6</b>		<b>-0.6</b>

# LEGISLATIVE

## OBJECTIVES TO ADDRESS UNDER-UTILIZATION

### OFFICIALS/ADMINISTRATORS

- ◆ Because Hispanics, Asians and American Indians are under-represented, we will evaluate recruiting and promotional practices to ensure minority communities have an equal opportunity for vacancies.

### PROFESSIONALS

- ◆ Because Asians and American Indians are under-represented, we will increase internal recruitments efforts for existing employees by establishing a career path and promoting from within the department (e.g. Reassignment for Training Program, Mentor Program, Management Rotation Program, and the Long Beach Leadership Academy) and increase external outreach in minority communities.

### PARA-PROFESSIONALS

- ◆ Because Asians and American Indians are under-represented, we will use all forms of media, such as newspaper and magazine advertisements, inter-net/intra-net access, and mailings, to advertise job opportunities, as well as recruit through professional organizations and minority communities.

### OFFICE/CLERICAL

- ◆ Because Females, as a whole, Asians and American Indian are under-represented, we will use all forms of media, such as newspaper and magazine advertisements, inter-net/intra-net access, and mailings, to advertise job opportunities, as well as post job announcements at the Career Transition Center.

Department: **LEGISLATIVE**

Job Category	Total Employees	Female		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%
Officials/Administrators -Labor Market			<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>
2009 Workforce (Actual)	10	5	<b>50.0</b>	1	<b>10.0</b>	1	<b>10.0</b>	1	<b>10.0</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>11.2</b>		<b>4.3</b>		<b>-8.2</b>		<b>-5.4</b>		<b>-0.6</b>
Professionals -Labor Market			<b>48.9</b>		<b>6.9</b>		<b>13.2</b>		<b>18.1</b>		<b>0.6</b>
2009 Workforce (Actual)	18	10	<b>55.6</b>	2	<b>11.1</b>	4	<b>22.2</b>	1	<b>5.6</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>6.7</b>		<b>4.2</b>		<b>9.0</b>		<b>-12.5</b>		<b>-0.6</b>
Paraprofessionals -Labor Market			<b>50.1</b>		<b>11.5</b>		<b>33.1</b>		<b>4.8</b>		<b>1.2</b>
2009 Workforce (Actual)	6	5	<b>83.3</b>	1	<b>16.7</b>	4	<b>66.7</b>	0	<b>0.0</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>33.2</b>		<b>5.2</b>		<b>33.6</b>		<b>-4.8</b>		<b>-1.2</b>
Office/Clerical -Labor Market			<b>63.2</b>		<b>9.2</b>		<b>32.3</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	5	2	<b>40.0</b>	1	<b>20.0</b>	3	<b>60.0</b>	0	<b>0.0</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>-23.2</b>		<b>10.8</b>		<b>27.7</b>		<b>-13.4</b>		<b>-0.6</b>
<b>TOTAL (Bottom Line) -Labor Market</b>			<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	39	22	<b>56.4</b>	5	<b>12.8</b>	12	<b>30.8</b>	2	<b>5.1</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>11.3</b>		<b>5.5</b>		<b>-4.8</b>		<b>-8.3</b>		<b>-0.6</b>

# **LIBRARY SERVICES**

## **OBJECTIVES TO ADDRESS UNDER-UTILIZATION**

### **OFFICIALS/ADMINISTRATORS**

- ◆ Because Hispanics and American Indians are under-represented, we will evaluate promotional practices and increase external recruitment efforts in minority communities to ensure an equal employment opportunity.
- ◆ In addition, we will use all forms of media, such as newspaper and magazine advertisements, inter-net and intra-net access, professional organizations, and mailings, to increase outreach.

### **PROFESSIONALS**

- ◆ Because Blacks, Hispanics, Asians and American Indians are under-represented, we will increase external recruitments at colleges, universities, professional organization, and minority communities.

### **TECHNICIANS**

- ◆ There is only one budgeted position in this category.
- ◆ Because Females, as a whole, Blacks, Hispanics, Asians and American Indians are under-represented, as vacancies occur, we will increase outreach efforts at community colleges, trade and vocational schools and minority communities, as well as post job vacancy announcements at the Career Transition Center.

### **PARA-PROFESSIONALS**

- ◆ There is only one budgeted position in this category.
- ◆ Because Females, as a whole, Blacks, Hispanics, Asians and American Indians are under-represented, as vacancies occur, we will increase outreach efforts at community colleges, trade and vocational schools and minority communities, as well as post job vacancy announcements at the Career Transition Center.

### **OFFICE/CLERICAL**

- ◆ Because Blacks, Hispanics and American Indians are under-represented, we will increase outreach efforts at community colleges, trade and vocational schools and minority communities, as well as post job vacancy announcements at the

## **LIBRARY SERVICES**

### **OBJECTIVES TO ADDRESS UNDER-UTILIZATION** (continued)

#### **OFFICE/CLERICAL** (continued)

Career Transition Center.

#### **SKILLED CRAFT**

- ◆ There is only one position in this job category.
- ◆ Because Females, as a whole, Hispanics, Asians and American Indians are under –represented, as vacancies occur, we will increase outreach efforts at community colleges, trade and vocational schools and minority communities.

#### **SERVICE MAINTENANCE**

- ◆ There is only one position in this job category.
- ◆ Because Hispanics, Asians and American Indians are under-represented, as vacancies occur, we will increase outreach efforts at community colleges, trade and vocational schools and minority communities, as well as post job vacancy announcements at the Career Transition Center.



**Department: LIBRARY SERVICES**

Job Category	Total Employees		Female		Black		Hispanic		Asian		American Indian	
	#	%	#	%	#	%	#	%	#	%	#	%
Officials/Administrators	-Labor Market		38.8		5.7		18.2		15.4		0.6	
2009 Workforce (Actual)	6	5	83.3	1	16.7	0	0.0	1	16.7	0	0.0	0.0
Diff (Workforce/Labor Market)			44.5		11.0		-18.2		1.3		-0.6	
Professionals	-Labor Market		48.9		6.9		13.2		18.1		0.6	
2009 Workforce (Actual)	42	37	88.1	0	0.0	3	7.1	3	7.1	0	0.0	0.0
Diff (Workforce/Labor Market)			39.2		-6.9		-6.1		-11.0		-0.3	
Technicians	-Labor Market		48.8		9.9		22.5		22.4		0.6	
2009 Workforce (Actual)	1	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0.0
Diff (Workforce/Labor Market)			-48.8		-9.9		-22.5		-22.4		-0.6	
Paraprofessionals	-Labor Market		50.1		11.5		33.1		4.8		1.2	
2009 Workforce (Actual)	1	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0.0
Diff (Workforce/Labor Market)			-50.1		-11.5		-33.1		-4.8		-1.2	
Office/Clerical	-Labor Market		63.2		9.2		32.3		13.4		0.6	
2009 Workforce (Actual)	35	23	65.7	3	8.6	11	31.4	5	14.3	0	0.0	0.0
Diff (Workforce/Labor Market)			2.5		-0.6		-0.9		0.9		-0.6	
Skilled Craft	-Labor Market		8.3		4.6		48.2		9.6		0.7	
2009 Workforce (Actual)	1	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0.0
Diff (Workforce/Labor Market)			-8.3		95.4		-48.2		-9.6		-0.7	
Service/Maintenance	-Labor Market		40.4		6.0		60.6		10.2		0.5	
2009 Workforce (Actual)	1	1	100.0	1	100.0	0	0.0	0	0.0	0	0.0	0.0
Diff (Workforce/Labor Market)			59.6		94.0		-60.6		-10.2		-0.5	
<b>TOTAL (Bottom Line)</b>	<b>-Labor Market</b>		<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>	
2009 Workforce (Actual)	87	66	75.9	6	6.9	14	16.1	9	10.3	0	0.0	0.0
Diff (Workforce/Labor Market)			30.8		-0.4		-19.5		-3.1		-0.6	

# LONG BEACH AIRPORT

## OBJECTIVES TO ADDRESS UNDER-UTILIZATION

### OFFICIALS/ADMINISTRATORS

- ◆ Because Asians and American Indians are under-represented, and considering the City's hiring freeze on external candidates, we will focus internal recruitment efforts on existing employees by establishing a career path and promoting from within the Department.

### PROFESSIONALS

- ◆ Because Blacks, Hispanics and American Indians are under-represented, the Department will exert more efforts in reaching out to the female workforce by using all forms of media (newspaper and magazine advertisement, inter-net/intra-net access, and mass mailings) and advertise vacancies at colleges and universities, professional organizations and minority communities.

### PROTECTIVE SERVICES

- ◆ Because Blacks and Hispanics are under-represented, we will review recruitment practices to ensure an equal employment opportunity, as well as use all forms of media (newspaper and professional journals, inter-net/intra-net access and mass mailings) to advertise employment opportunities.

### PARA-PROFESSIONALS

- ◆ Because Females, as a whole, Hispanics, Asians and American Indians are under-represented, and considering the City's hiring freeze on external candidates, we will focus internal recruitment efforts on existing employees by establishing a career path and promoting from within the Department.

### OFFICE/CLERICAL

- ◆ Because Blacks, Hispanics and American Indians are under-represented, and considering the City's hiring freeze on external candidates, we will focus internal recruitment efforts on existing employees by establishing a career path and promoting from within the Department.

# LONG BEACH AIRPORT

## OBJECTIVES TO ADDRESS UNDER-UTILIZATION (continued)

### SKILLED CRAFT

- ◆ Because Females, as a whole, Hispanics, and American Indians are under-represented, we will increase recruitment efforts in minority communities and use all forms of media (newspaper and professional journals, inter-net/intra-net access and mass mailings) to advertise employment opportunities, as well as post job vacancies at the Career Transition Center.

### SERVICE/MAINTENANCE

- ◆ Because Hispanics, Asians and American Indians are under-represented, we will increase recruitment efforts in minority communities and use all forms of media (newspaper and professional journals, inter-net/intra-net access and mass mailings) to advertise employment opportunities, as well as post job vacancies at the Career Transition Center.

**Department: AIRPORT**

Job Category	Total Employees	Female		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%
<b>Officials/Administrators</b>	<b>-Labor Market</b>		<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>
2009 Workforce (Actual)	8	4	50.0	1	12.5	4	50.0	1	12.5	0	0.0
Diff (Workforce/Labor Market)			11.2		6.8		31.8		-2.9		-0.6
<b>Professionals</b>	<b>-Labor Market</b>		<b>48.9</b>		<b>6.9</b>		<b>13.2</b>		<b>18.1</b>		<b>0.6</b>
2009 Workforce (Actual)	16	8	50.0	1	6.3	1	6.3	7	43.8	0	0.0
Diff (Workforce/Labor Market)			1.1		-0.7		-7.0		25.7		-0.6
<b>Protective Services</b>	<b>-Labor Market</b>		<b>18.3</b>		<b>18.5</b>		<b>28.9</b>		<b>7.7</b>		<b>1.0</b>
2009 Workforce (Actual)	26	5	19.2	2	7.7	3	11.5	5	19.2	1	3.8
Diff (Workforce/Labor Market)			0.9		-10.8		-17.4		11.5		2.8
<b>Paraprofessionals</b>	<b>-Labor Market</b>		<b>50.1</b>		<b>11.5</b>		<b>33.1</b>		<b>4.8</b>		<b>1.2</b>
2009 Workforce (Actual)	5	0	0.0	1	20.0	0	0.0	0	0.0	0	0.0
Diff (Workforce/Labor Market)			-50.1		8.5		-33.1		-4.8		-1.2
<b>Office/Clerical</b>	<b>-Labor Market</b>		<b>63.2</b>		<b>9.2</b>		<b>32.3</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	9	7	77.8	0	0.0	2	22.2	3	33.3	0	0.0
Diff (Workforce/Labor Market)			14.6		-9.2		-10.1		19.9		-0.6
<b>Skilled Craft</b>	<b>-Labor Market</b>		<b>8.3</b>		<b>4.6</b>		<b>48.2</b>		<b>9.6</b>		<b>0.7</b>
2009 Workforce (Actual)	10	0	0.0	1	10.0	2	20.0	1	10.0	0	0.0
Diff (Workforce/Labor Market)			-8.3		5.4		-28.2		0.4		-0.7
<b>Service/Maintenance</b>	<b>-Labor Market</b>		<b>40.4</b>		<b>6.0</b>		<b>60.6</b>		<b>10.2</b>		<b>0.5</b>
2009 Workforce (Actual)	15	9	60.0	5	33.3	9	60.0	1	6.7	0	0.0
Diff (Workforce/Labor Market)			19.6		27.3		-0.6		-3.5		-0.5
<b>TOTAL (Bottom Line)</b>	<b>-Labor Market</b>		<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	89	33	37.1	11	12.4	21	23.6	18	20.2	1	1.1
Diff (Workforce/Labor Market)			-8.0		5.1		-12.0		6.8		0.5

# **LONG BEACH GAS & OIL**

## **OBJECTIVES TO ADDRESS UNDER-UTILIZATION**

### **OFFICIALS/ADMINISTRATORS**

- ◆ Since the Department is under-represented in Females, as a whole, Blacks, Hispanics, and American Indians are under-represented, we will focus on internal recruitment by establishing career paths for its employees, promoting from within the Department and ensuring all employees are given equal opportunities to advance. Should all qualified internal candidates be lacking, the Department will utilize all available recruitment tools to reach said under-represented groups.

### **PROFESSIONALS**

- ◆ Since Females, as a whole, Blacks and American Indians are under-represented, the Department will exert more efforts in reaching out to the female workforce by using all forms of media (newspaper and magazine advertisement, inter-net/intra-net access, and mass mailings) and advertise vacancies at colleges and universities, professional organizations and minority communities.

### **TECHNICIANS**

- ◆ Since Females, as a whole, Blacks, Hispanics, and American Indians are under-represented, the Department will focus on encouraging Department and City employees to cross-train and participate in the City's Reassignment for Training and Mentor Programs.

### **PARA-PROFESSIONALS**

- ◆ Because Blacks, Hispanics and American Indians are under-represented, the Department will focus its recruitment efforts in new graduates from City colleges and trade schools; attend job fairs to reach out to various community groups.

### **OFFICE/CLERICAL**

- ◆ Because American Indians are under-represented, we will use all forms of media (newspaper and magazine advertisements, internet/intranet, and mass mailings) to increase outreach efforts.

## **LONG BEACH GAS & OIL**

### **OBJECTIVES TO ADDRESS UNDER-UTILIZATION (continued)**

#### **SKILLED CRAFT**

- ◆ Since Females, as a whole, Hispanics, and Asians are under-represented, the Department will partner with the City's Workforce Development Services to develop outreach plans and training programs for females and minorities.

#### **SERVICE/MAINTENANCE**

- ◆ Since the Gas Utility is a male-dominated industry, the Department has been historically under-represented in Females, as a whole. It is also under-represented in Hispanics, Asians and American Indians. As in the Skilled Craft, the Department will partner with the City's Workforce Development Services to develop training programs that will encourage females, as well as minorities, to work on areas of natural gas pipeline construction, maintenance and repair; and installation, maintenance and repair of natural gas distribution apparatus and appliances.

**Department: Long Beach Gas & Oil**

Job Category	Total Employees	Female		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%
<b>Officials/Administrators -Labor Market</b>			<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>
2009 Workforce (Actual)	16	4	<b>25.0</b>	0	<b>0.0</b>	1	<b>6.3</b>	5	<b>31.3</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>-13.8</b>		<b>-5.7</b>		<b>-12.0</b>		<b>15.9</b>		<b>-0.6</b>
<b>Professionals -Labor Market</b>			<b>48.9</b>		<b>6.9</b>		<b>13.2</b>		<b>18.1</b>		<b>0.6</b>
2009 Workforce (Actual)	21	4	<b>19.0</b>	2	<b>9.5</b>	4	<b>19.0</b>	7	<b>33.3</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>-29.9</b>		<b>2.6</b>		<b>5.8</b>		<b>15.2</b>		<b>-0.6</b>
<b>Technicians -Labor Market</b>			<b>48.8</b>		<b>9.9</b>		<b>22.5</b>		<b>22.4</b>		<b>0.6</b>
2009 Workforce (Actual)	14	2	<b>14.3</b>	0	<b>0.0</b>	5	<b>35.7</b>	3	<b>21.4</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>-34.5</b>		<b>-9.9</b>		<b>13.2</b>		<b>-1.0</b>		<b>-0.6</b>
<b>Paraprofessionals -Labor Market</b>			<b>50.1</b>		<b>11.5</b>		<b>33.1</b>		<b>4.8</b>		<b>1.2</b>
2009 Workforce (Actual)	1	1	<b>100.0</b>	0	<b>0.0</b>	0	<b>0.0</b>	1	<b>100.0</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>49.9</b>		<b>-11.5</b>		<b>-33.1</b>		<b>95.2</b>		<b>-1.2</b>
<b>Office/Clerical -Labor Market</b>			<b>63.2</b>		<b>9.2</b>		<b>32.3</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	16	13	<b>81.3</b>	5	<b>31.3</b>	6	<b>37.5</b>	2	<b>12.5</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>18.1</b>		<b>22.1</b>		<b>5.2</b>		<b>-0.9</b>		<b>-0.6</b>
<b>Skilled Craft -Labor Market</b>			<b>8.3</b>		<b>4.6</b>		<b>48.2</b>		<b>9.6</b>		<b>0.7</b>
2009 Workforce (Actual)	43	0	<b>0.0</b>	4	<b>9.3</b>	9	<b>20.9</b>	3	<b>7.0</b>	2	<b>4.7</b>
Diff (Workforce/Labor Market)			<b>-8.3</b>		<b>4.7</b>		<b>-27.3</b>		<b>-2.6</b>		<b>4.0</b>
<b>Service/Maintenance -Labor Market</b>			<b>40.4</b>		<b>6.0</b>		<b>60.6</b>		<b>10.2</b>		<b>0.5</b>
2009 Workforce (Actual)	86	5	<b>5.8</b>	24	<b>27.9</b>	32	<b>37.2</b>	6	<b>7.0</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>-34.6</b>		<b>21.9</b>		<b>-23.4</b>		<b>-3.2</b>		<b>-0.5</b>
<b>TOTALS (Bottom Line) -Labor Market</b>			<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	197	29	<b>14.7</b>	35	<b>17.8</b>	57	<b>28.9</b>	27	<b>13.7</b>	2	<b>1.0</b>
Diff (Workforce/Labor Market)			<b>-30.4</b>		<b>10.5</b>		<b>-6.7</b>		<b>0.3</b>		<b>0.4</b>

# **PARKS, RECREATION AND MARINE**

## **OBJECTIVES TO ADDRESS UNDER-UTILIZATION**

### **OFFICIALS/ADMINISTRATORS**

- ◆ Because Asians and American Indians are under-represented, we will increase outreach efforts in minority communities, as well as use all forms of media (inter-net/intra-net access, professional organizations, and minority publications).

### **PROFESSIONALS**

- ◆ Because Hispanics, Asians and American Indians are under-represented, we will advertise vacancies at national colleges and universities, professional organizations and minority communities, as well as use all forms of media (inter-net/intra-net access, professional organizations, and minority publications).

### **TECHNICIANS**

- ◆ Because Females, as a whole, Blacks, Asians and American Indians are under-represented, we will advertise vacancies at national colleges and universities, professional organizations and minority communities, as well as use all forms of media (inter-net/intra-net access, professional organizations, and minority publications).

### **PROTECTIVE SERVICES**

- ◆ Because Females, as a whole, Blacks, Asians and American Indians are under-represented, we will use all forms of media (inter-net/intra-net access, professional organizations, and minority publications) increase outreach efforts.

### **PARA-PROFESSIONALS**

- ◆ Because Blacks, Asians and American Indians are under-represented, we will advertise vacancies at national colleges and universities, professional organizations and minority communities, as well as use all forms of media (inter-net/intra-net access, professional organizations, and minority publications).



## **PARKS, RECREATION AND MARINE**

### **OBJECTIVES TO ADDRESS UNDER-UTILIZATION (continued)**

#### **OFFICE/CLERICAL**

- ◆ Because Hispanics, Asians and American Indians are under-represented, we will increase outreach efforts by using all forms of media (inter-net/intra-net access, professional organizations, and minority publications), as well as posting job vacancy announcements at the Career Transition Center.

#### **SKILLED CRAFT**

- ◆ Because Females, as a whole, Hispanics, Asians and American Indians are under-represented, we will increase outreach efforts by using all forms of media (inter-net/intra-net access, professional organizations, and minority publications) and post job vacancy announcements in minority communities. In addition, the department will utilize the Reassignment for Training Program, where applicable.

#### **SERVICE MAINTENANCE**

- ◆ Because Females, as a whole, Hispanics, Asians and American Indians are under-represented, we will increase outreach efforts by using all forms of media (inter-net/intra-net access, trade and vocational schools, and minority publications) and post job vacancy announcements in minority communities.

**Department: PARKS, RECREATION & MARINE**

Job Category	Total Employees	Female		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%
<b>Officials/Administrators -Labor Market</b>			<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>
2009 Workforce (Actual)	24	11	45.8	3	12.5	9	37.5	0	0.0	0	0.0
Diff (Workforce/Labor Market)			7.0		6.8		19.3		-15.4		-0.6
<b>Professionals -Labor Market</b>			<b>48.9</b>		<b>6.9</b>		<b>13.2</b>		<b>18.1</b>		<b>0.6</b>
2009 Workforce (Actual)	41	25	61.0	7	17.1	5	12.2	5	12.2	0	0.0
Diff (Workforce/Labor Market)			12.1		10.2		-1.0		-5.9		-0.6
<b>Technicians -Labor Market</b>			<b>48.8</b>		<b>9.9</b>		<b>22.5</b>		<b>22.4</b>		<b>0.6</b>
2009 Workforce (Actual)	3	1	33.3	0	0.0	1	33.3	0	0.0	0	0.0
Diff (Workforce/Labor Market)			-15.5		-9.9		10.8		-22.4		-0.6
<b>Protective Services -Labor Market</b>			<b>18.3</b>		<b>18.5</b>		<b>28.9</b>		<b>7.7</b>		<b>1.0</b>
2009 Workforce (Actual)	7	0	0.0	0	0.0	4	57.1	0	0.0	0	0.0
Diff (Workforce/Labor Market)			-18.3		-18.5		28.2		-7.7		-1.0
<b>Paraprofessionals -Labor Market</b>			<b>50.1</b>		<b>11.5</b>		<b>33.1</b>		<b>4.8</b>		<b>1.2</b>
2009 Workforce (Actual)	3	2	66.7	0	0.0	1	33.3	0	0.0	0	0.0
Diff (Workforce/Labor Market)			16.6		-11.5		0.2		-4.8		-1.2
<b>Office/Clerical -Labor Market</b>			<b>63.2</b>		<b>9.2</b>		<b>32.3</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	39	34	87.2	5	12.8	8	20.5	3	7.7	0	0.0
Diff (Workforce/Labor Market)			24.0		3.6		-11.8		-5.7		-0.6
<b>Skilled Craft -Labor Market</b>			<b>8.3</b>		<b>4.6</b>		<b>48.2</b>		<b>9.6</b>		<b>0.7</b>
2009 Workforce (Actual)	26	2	7.7	7	26.9	9	34.6	1	3.8	0	0.0
Diff (Workforce/Labor Market)			-0.6		22.3		-13.6		-5.8		-0.7
<b>Service/Maintenance -Labor Market</b>			<b>40.4</b>		<b>6.0</b>		<b>60.6</b>		<b>10.2</b>		<b>0.5</b>
2009 Workforce (Actual)	50	6	12.0	6	12.0	24	48.0	2	4.0	0	0.0
Diff (Workforce/Labor Market)			-28.4		6.0		-12.6		-6.2		-0.5
<b>TOTAL (Bottom Line) -Labor Market</b>			<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	193	81	42.0	28	14.5	61	31.6	11	5.7	0	0.0
Diff (Workforce/Labor Market)			-3.1		7.2		-4.0		-7.7		-0.6

# **DEVELOPMENT SERVICES**

## **OBJECTIVES TO ADDRESS UNDER-UTILIZATION**

### **OFFICIALS/ADMINISTRATORS**

- ◆ Because Hispanics, Asians and American Indians are under-represented, it is our objective to increase external recruitment efforts at professional organizations and minority communities.

### **PROFESSIONALS**

- ◆ Because American Indians are under-represented, it is our objective to increase external recruitment efforts at national colleges and universities, professional organizations and minority communities.

### **PARA-PROFESSIONALS**

- ◆ Because Females, as a whole, Blacks, Asians and American Indians are under-represented, it is our objective to use all forms of media (newspapers and professional journals, inter-net/intra-net access and mass mailings) to increase outreach efforts.

### **OFFICE/CLERICAL**

- ◆ Because Hispanics, Asians and American Indians are under-represented, it is our objective to use all forms of media (newspaper and professional journals, inter-net/intra-net access, and mass mailings) to increase outreach efforts and post job vacancy announcements at the Career Transition Center.

### **SKILLED CRAFT**

- ◆ Because all categories are under-represented, it is our objective to increase external recruitment efforts at professional organizations, attend job fairs and expositions in minority communities, and post job vacancy announcements at the Career Transition Center.

**Department: DEVELOPMENT SERVICES**

Job Category	Total Employees	Female		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%
<b>Officials/Administrators -Labor Market</b>			<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>
2009 Workforce (Actual)	15	6	40.0	2	13.3	2	13.3	2	13.3	0	0.0
Diff (Workforce/Labor Market)			1.2		7.6		-4.9		-2.1		-0.6
<b>Professionals -Labor Market</b>			<b>48.9</b>		<b>6.9</b>		<b>13.2</b>		<b>18.1</b>		<b>0.6</b>
2009 Workforce (Actual)	42	21	50.0	6	14.3	8	19.0	9	21.4	0	0.0
Diff (Workforce/Labor Market)			1.1		7.4		5.8		3.3		-0.6
<b>Paraprofessionals -Labor Market</b>			<b>50.1</b>		<b>11.5</b>		<b>33.1</b>		<b>4.8</b>		<b>1.2</b>
2009 Workforce (Actual)	2	0	0.0	0	0.0	1	50.0	0	0.0	0	0.0
Diff (Workforce/Labor Market)			-50.1		-11.5		16.9		-4.8		-1.2
<b>Office/Clerical -Labor Market</b>			<b>63.2</b>		<b>9.2</b>		<b>32.3</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	18	17	94.4	4	22.2	4	22.2	1	5.6	0	0.0
Diff (Workforce/Labor Market)			31.2		13.0		-10.1		-7.8		-0.6
<b>Skilled Craft -Labor Market</b>			<b>8.3</b>		<b>4.6</b>		<b>48.2</b>		<b>9.6</b>		<b>0.7</b>
2009 Workforce (Actual)	23	0	0.0	0	0.0	3	13.0	0	0.0	0	0.0
Diff (Workforce/Labor Market)			-8.3		-4.6		-35.2		-9.6		-0.7
<b>TOTAL (Bottom Line) -Labor Market</b>			<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	100	44	44.0	12	12.0	18	18.0	12	12.0	0	0.0
Diff (Workforce/Labor Market)			-1.1		4.7		-17.6		-1.4		-0.6

# **POLICE DEPARTMENT**

## **OBJECTIVES TO ADDRESS UNDER-UTILIZATION**

### **(SWORN/NON-SWORN PERSONNEL)**

#### **OFFICIALS/ADMINISTRATORS**

- ◆ Because Females, as a whole, Blacks, Hispanics, Asians and American Indians are under-represented, we will evaluate current recruitment and promotional practices to ensure an equal employment opportunity for all employees eligible for advancement.
- ◆ In addition, we will enhance internal development programs for existing employees by increasing training opportunities, encouraging mentoring relationships and creating defined career paths.

#### **PROFESSIONALS**

- ◆ Because Blacks and Hispanics are under-represented, we will work with Civil Service to focus recruitment efforts at national colleges and universities, professional organizations and minority communities. We will use all forms of media (newspaper and magazine advertisements, inter-net/intra-net postings, social media and mass mailings) to advertise for employment opportunities.
- ◆ In addition, we will continue to support internal development programs for existing employees by increasing training opportunities; encouraging mentoring relationships and creating defined career paths.

#### **TECHNICIANS**

- ◆ Because Hispanics and American Indians are under-represented, we will work with Civil Service to increase outreach effort in minority communities by attending job fairs and expositions and posting job vacancy announcements at the Career Transition Center. We will use all forms of media (newspaper and magazine advertisements, inter-net/intra-net postings, social media and mass mailings) to advertise for employment opportunities.

#### **PROTECTIVE SERVICES**

- ◆ Because Females, as a whole, Blacks and American Indians are under-represented, we will review recruitment practices to ensure an equal employment opportunity for all persons.

## **POLICE DEPARTMENT**

### **OBJECTIVES TO ADDRESS UNDER-UTILIZATION (SWORN/NON-SWORN PERSONNEL)**

(continued)

- ◆ We will increase recruitment efforts at national colleges and universities, professional organizations and minority communities, as well as attend job fairs and expositions and post job vacancy announcements at the Career Transition Center. We will use all forms of media (Newspaper and magazine advertisements, inter-net/intra-net access and mass mailings) to advertise employment opportunities.

#### **PARA-PROFESSIONALS**

- ◆ Because Blacks, Hispanics and American Indians are under-represented, we will continue to support internal development programs for existing employees by increasing training opportunities; encouraging mentoring relationships and creating defined career paths. We will use all forms of media (Newspaper and magazine advertisements, inter-net/intra-net access and mass mailings) to advertise employment opportunities.

#### **OFFICE/CLERICAL**

- ◆ Because Hispanics and American Indians are under-represented, we will increase recruitment efforts by using all forms of media (Newspaper and magazine advertisements, inter-net/intra-net access and mass mailings) to advertise employment opportunities.

#### **SERVICE MAINTENANCE**

- ◆ Because Asians and American Indians are under-represented, we will increase recruitment efforts by using all forms of media (Newspaper and magazine advertisements, inter-net/intra-net access, mass mailings, trade organizations and minority communities) to advertise employment opportunities.

**Department: POLICE**

Job Category	Total Employees	Female		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%
Officials/Administrators -Labor Market			<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>
2009 Workforce (Actual)	21	6	<b>28.6</b>	1	<b>4.8</b>	3	<b>14.3</b>	2	<b>9.5</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>-10.2</b>		<b>-0.9</b>		<b>-3.9</b>		<b>-5.9</b>		<b>-0.6</b>
Professionals -Labor Market			<b>48.9</b>		<b>6.9</b>		<b>13.2</b>		<b>18.1</b>		<b>0.6</b>
2009 Workforce (Actual)	13	10	<b>76.9</b>	0	<b>0.0</b>	1	<b>7.7</b>	3	<b>23.1</b>	1	<b>7.7</b>
Diff (Workforce/Labor Market)			<b>28.0</b>		<b>-6.9</b>		<b>-5.5</b>		<b>5.0</b>		<b>7.1</b>
Technicians -Labor Market			<b>48.8</b>		<b>9.9</b>		<b>22.5</b>		<b>22.4</b>		<b>0.6</b>
2009 Workforce (Actual)	30	21	<b>70.0</b>	5	<b>16.7</b>	6	<b>20.0</b>	7	<b>23.3</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>21.2</b>		<b>6.8</b>		<b>-2.5</b>		<b>0.9</b>		<b>-0.6</b>
Protective Services -Labor Market			<b>18.3</b>		<b>18.5</b>		<b>28.9</b>		<b>7.7</b>		<b>1.0</b>
2009 Workforce (Actual)	997	102	<b>10.2</b>	66	<b>6.6</b>	304	<b>30.5</b>	85	<b>8.5</b>	6	<b>0.6</b>
Diff (Workforce/Labor Market)			<b>-8.1</b>		<b>-11.9</b>		<b>1.6</b>		<b>0.8</b>		<b>-0.4</b>
Paraprofessionals -Labor Market			<b>50.1</b>		<b>11.5</b>		<b>33.1</b>		<b>4.8</b>		<b>1.2</b>
2009 Workforce (Actual)	25	16	<b>64.0</b>	1	<b>4.0</b>	6	<b>24.0</b>	8	<b>32.0</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>13.9</b>		<b>-7.5</b>		<b>-9.1</b>		<b>27.2</b>		<b>-1.2</b>
Office/Clerical -Labor Market			<b>63.2</b>		<b>9.2</b>		<b>32.3</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	195	170	<b>87.2</b>	31	<b>15.9</b>	42	<b>21.5</b>	49	<b>25.1</b>	1	<b>0.5</b>
Diff (Workforce/Labor Market)			<b>24.0</b>		<b>6.7</b>		<b>-10.8</b>		<b>11.7</b>		<b>-0.1</b>
Service/Maintenance -Labor Market			<b>40.4</b>		<b>6.0</b>		<b>60.6</b>		<b>10.2</b>		<b>0.5</b>
2009 Workforce (Actual)	3	3	<b>100.0</b>	1	<b>33.3</b>	2	<b>66.7</b>	0	<b>0.0</b>	0	<b>0.0</b>
Diff (Workforce/Labor Market)			<b>59.6</b>		<b>27.3</b>		<b>6.1</b>		<b>-10.2</b>		<b>-0.5</b>
<b>TOTAL (Bottom Line) -Labor Market</b>			<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	1284	328	<b>25.5</b>	105	<b>8.2</b>	364	<b>28.3</b>	154	<b>12.0</b>	8	<b>0.6</b>
Diff (Workforce/Labor Market)			<b>-19.6</b>		<b>0.9</b>		<b>-7.3</b>		<b>-1.4</b>		<b>0.0</b>

**Department: POLICE - SWORN** (Police Officer classifications including Police Recruit)

Job Category	Total Employees	Female		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%

Officials/Administrator* Market	-Labor		<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>
2009 Workforce (Actual)	156	14	<b>9.0</b>	8	<b>5.1</b>	19	<b>12.2</b>	8	<b>5.1</b>	1	<b>0.6</b>
Diff (Workforce/Labor Market)			<b>-29.8</b>		<b>-0.6</b>		<b>-6.0</b>		<b>-10.3</b>		<b>0.0</b>

Protective Services Market	-Labor Market		<b>18.3</b>		<b>18.5</b>		<b>28.9</b>		<b>7.7</b>		<b>1.0</b>
2009 Workforce (Actual)	762	70	<b>9.2</b>	45	<b>5.9</b>	254	<b>33.3</b>	69	<b>9.1</b>	3	<b>0.4</b>
Diff (Workforce/Labor Market)			<b>-9.1</b>		<b>-12.6</b>		<b>4.4</b>		<b>1.4</b>		<b>-0.6</b>

TOTAL (Bottom Line) Market	-Labor		<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>
2009 Workforce (Actual)	918	84	<b>9.2</b>	53	<b>5.8</b>	273	<b>29.7</b>	77	<b>8.4</b>	4	<b>0.4</b>
Diff (Workforce/Labor Market)			<b>-35.9</b>		<b>-1.5</b>		<b>-5.9</b>		<b>-5.0</b>		<b>-0.2</b>

\*Includes Sergeants and above



# **PUBLIC WORKS**

## **OBJECTIVES TO ADDRESS UNDER-UTILIZATION**

### **OFFICIALS/ADMINISTRATORS**

- ◆ Because Females, as a whole, Hispanics and Asians are under-represented, and considering the City's hiring freeze on external candidates, we will focus internal recruitment efforts on existing employees by establishing a career path and promoting from within the department.

### **PROFESSIONALS**

- ◆ Because Females, as a whole, are under-represented, and considering the City's hiring freeze on external candidates, we will focus internal recruitment efforts on existing employees by establishing a career path and promoting from within the department.

### **TECHNICIANS**

- ◆ Because Females, as a whole, Hispanics, Asians and American Indians are under-represented, and considering the City's hiring freeze on external candidates, we will focus internal recruitment efforts on existing employees by establishing a career path and promoting from within the department.

### **PROTECTIVE SERVICES**

- ◆ Because Hispanics and American Indians are under-represented, we will review recruitment practices to ensure an equal employment opportunity, as well as use all forms of media (newspaper and professional journals, inter-net/intra-net access and mass mailings) to advertise employment opportunities.

### **PARA-PROFESSIONALS**

- ◆ Because American Indians are under-represented, and considering the City's hiring freeze on external candidates, we will focus internal recruitment efforts on existing employees by establishing a career path and promoting from within the department.

## **PUBLIC WORKS**

### **OBJECTIVES TO ADDRESS UNDER-UTILIZATION**

(continued)

#### **OFFICE/CLERICAL**

- ◆ Because Blacks and Hispanics are under-represented, and considering the City's hiring freeze on external candidates, we will focus internal recruitment efforts on existing employees by establishing a career path and promoting from within the department.

#### **SKILLED CRAFT**

- ◆ Because Females, as a whole, and Hispanics are under-represented, we will increase recruitment efforts in minority communities and use all forms of media (newspaper and professional journals, inter-net/intra-net access and mass mailings) to advertise employment opportunities, as well as post job vacancies at the Career Transition Center.

#### **SERVICE MAINTENANCE**

- ◆ Because Females, as a whole, Hispanics and Asians are under-represented, we will increase recruitment efforts in minority communities and use all forms of media (newspaper and professional journals, inter-net/intra-net access and mass mailings) to advertise employment opportunities, as well as post job vacancies at the Career Transition Center.

**Department: PUBLIC WORKS**

Job Category	Total Employees		Female		Black		Hispanic		Asian		American Indian	
	#	%	#	%	#	%	#	%	#	%	#	%
Officials/Administrators	-Labor Market		38.8		5.7		18.2		15.4		0.6	
2009 Workforce (Actual)	21	4	19.0	2	9.5	3	14.3	3	14.3	1	4.8	
Diff (Workforce/Labor Market)			-19.8		3.8		-3.9		-1.1		4.2	
Professionals	-Labor Market		48.9		6.9		13.2		18.1		0.6	
2009 Workforce (Actual)	42	16	38.1	3	7.1	8	19.0	13	31.0	1	2.4	
Diff (Workforce/Labor Market)			-10.8		0.2		5.8		12.9		1.8	
Technicians	-Labor Market		48.8		9.9		22.5		22.4		0.6	
2009 Workforce (Actual)	16	5	31.3	2	12.5	1	6.3	3	18.8	0	0.0	
Diff (Workforce/Labor Market)			-17.6		2.6		-16.3		-3.7		-0.6	
Protective Services	-Labor Market		18.3		18.5		28.9		7.7		1.0	
2009 Workforce (Actual)	38	17	44.7	13	34.2	7	18.4	1	2.6	1	2.6	
Diff (Workforce/Labor Market)			26.4		15.7		-10.5		-5.1		1.6	
Paraprofessionals	-Labor Market		50.1		11.5		33.1		4.8		1.2	
2009 Workforce (Actual)	6	6	100.0	1	16.7	3	50.0	1	16.7	0	0.0	
Diff (Workforce/Labor Market)			49.9		5.2		16.9		11.9		-1.2	
Office/Clerical	-Labor Market		63.2		9.2		32.3		13.4		0.6	
2009 Workforce (Actual)	48	39	81.3	7	8.6	15	31.3	9	18.8	1	2.1	
Diff (Workforce/Labor Market)			18.1		-0.6		-1.1		5.4		1.5	
Skilled Craft	-Labor Market		8.3		4.6		48.2		9.6		0.7	
2009 Workforce (Actual)	129	2	1.6	24	18.6	32	24.8	21	16.3	1	0.8	
Diff (Workforce/Labor Market)			-6.7		14.0		-23.4		6.7		0.1	
Service/Maintenance	-Labor Market		40.4		6.0		60.6		10.2		0.5	
2009 Workforce (Actual)	201	14	7.0	97	48.3	60	29.9	20	10.0	2	1.0	
Diff (Workforce/Labor Market)			-33.4		42.3		-30.7		-0.2		0.5	
<b>TOTAL (Bottom Line)</b>	<b>-Labor Market</b>		<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>	
2009 Workforce (Actual)	501	103	20.6	149	29.7	129	25.7	71	14.2	7	1.4	
Diff (Workforce/Labor Market)			-24.5		22.4		-9.9		0.8		0.8	

# TECHNOLOGY SERVICES

## OBJECTIVES TO ADDRESS UNDER-UTILIZATION

### OFFICIALS/ADMINISTRATORS

- ◆ Because Females, as a whole, Hispanics and American Indians are under-represented, we will use all forms of media (newspaper and magazine advertisements, inter-net/intra-net access, and mass mailings) to increase outreach in recruitment efforts.
- ◆ In addition, we will enhance internal development programs to existing employees by increasing training opportunities; encouraging mentoring relationships and creating defined career paths (e.g. Reassignment for Training Program, Mentor Program, Management Rotation Program, etc.).

### PROFESSIONALS

- ◆ Because Females, as a whole, Blacks, Hispanics and American Indians are under-represented, we will use all forms of media (newspaper and magazine advertisements, inter-net/intra-net access, and mass mailings) to increase outreach. In addition, we will advertise at national colleges and universities, professional organizations and in minority communities.

### TECHNICIANS

- ◆ Because Females, as a whole, Asians and American Indians are under-represented, we will use all forms of media (newspaper and magazine advertisements, inter-net/intra-net access, and mass mailings) to increase outreach. Also, we will attend job fairs and expositions and post vacancy announcements at the Career Transition Center.

### PARAPROFESSIONALS

- ◆ There is only one position in this category. As such, it is not possible to reflect the diversity of the labor market within the category. When, and if, it becomes necessary to recruit for this position, we will use all forms of media (newspaper and magazine advertisements, inter-net/intra-net access, and mass mailings) to increase outreach.

# TECHNOLOGY SERVICES

## OBJECTIVES TO ADDRESS UNDER-UTILIZATION

(continued)

### OFFICE/CLERICAL

- ◆ Because Hispanics, Asians and American Indians are under-represented, we will use all forms of media (newspaper and magazine advertisements, inter-net/intra-net access, and mass mailings) to increase outreach, as well as attend job fairs and expositions and post vacancy announcements at the Career Transition Center.

### SKILLED CRAFT

- ◆ There are only two positions in this category, making it impossible to reflect the diversity of the labor market in this category.
- ◆ Because Females, as a whole, Blacks, Hispanics, and American Indians are under-represented, we will use all forms of media (newspaper and magazine advertisements, inter-net/intra-net access, professional organizations and mailings) to increase outreach should recruitment take place in this category.

**Department: TECHNOLOGY SERVICES**

Job Category	Total Employees	Female		Black		Hispanic		Asian		American Indian	
		#	%	#	%	#	%	#	%	#	%
<b>Officials/Administrators -Labor Market</b>		<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>	
2009 Workforce (Actual)	11	2	18.2	1	9.1	0	0.0	4	36.4	0	0.0
Diff (Workforce/Labor Market)			-20.6		3.4		-18.2		21.0		-0.6
<b>Professionals -Labor Market</b>		<b>48.9</b>		<b>6.9</b>		<b>13.2</b>		<b>18.1</b>		<b>0.6</b>	
2009 Workforce (Actual)	60	20	33.3	2	3.3	7	11.7	21	35.0	0	0.0
Diff (Workforce/Labor Market)			-15.6		-3.6		-1.5		16.9		-0.6
<b>Technicians -Labor Market</b>		<b>48.8</b>		<b>9.9</b>		<b>22.5</b>		<b>22.4</b>		<b>0.6</b>	
2009 Workforce (Actual)	44	9	20.5	11	25.0	10	22.7	5	11.4	0	0.0
Diff (Workforce/Labor Market)			-28.3		15.1		0.2		-11.0		-0.6
<b>Paraprofessional -Labor Market</b>		<b>50.1</b>		<b>11.5</b>		<b>33.1</b>		<b>4.8</b>		<b>1.2</b>	
2009 Workforce (Actual)	1	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Diff (Workforce/Labor Market)			-50.1		-11.5		-33.1		-4.8		-1.2
<b>Office/Clerical -Labor Market</b>		<b>63.2</b>		<b>9.2</b>		<b>32.3</b>		<b>13.4</b>		<b>0.6</b>	
2009 Workforce (Actual)	11	8	72.7	3	27.3	2	18.2	1	9.1	0	0.0
Diff (Workforce/Labor Market)			9.5		18.1		-14.1		-4.3		-0.6
<b>Skilled Craft -Labor Market</b>		<b>8.3</b>		<b>4.6</b>		<b>48.2</b>		<b>9.6</b>		<b>0.7</b>	
2009 Workforce (Actual)	2	0	0.0	0	0.0	0	0.0	1	50.0	0	0.0
Diff (Workforce/Labor Market)			-8.3		-4.6		-48.2		40.4		-0.7
<b>TOTALS (Bottom Line) -Labor Market</b>		<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>	
2009 Workforce (Actual)	129	39	30.2	17	13.2	19	14.7	32	24.8	0	0.0
Diff (Workforce/Labor Market)			-14.9		5.9		-20.9		11.4		-0.6

# **WATER DEPARTMENT**

## **OBJECTIVES TO ADDRESS UNDER-UTILIZATION**

### **OFFICIALS/ADMINISTRATORS**

- ◆ Because Females, as a whole, Hispanics and American Indians are under-represented, we will increase recruitment efforts in minority communities and utilize a variety of media, such as newspapers, inter-net/intra-net access, and bilingual publications.

### **PROFESSIONALS**

- ◆ Because Blacks and Hispanics are under-represented, we will increase outreach efforts to national colleges and universities, community- and minority-based agencies and professional associations.

### **TECHNICIANS**

- ◆ Because Females, as a whole, Asians and American Indians are under-represented, we will increase recruitment efforts in minority communities and post job opportunity announcements at community colleges, trade schools, technical organizations, and community-based agencies.

### **PARA-PROFESSIONALS**

- ◆ Because Hispanics, Asians and American Indians are under-represented, we will increase recruitment efforts in minority communities and utilize a variety of media, such as newspapers, inter-net/intra-net access, and bilingual publications and post job opportunity announcements at the Career Transition Center.

### **OFFICE/CLERICAL**

- ◆ Because Blacks and Hispanics are under-represented, we will increase recruitment efforts in minority communities and utilize a variety of media, such as newspapers, inter-net/intra-net access, and bilingual publications and post job opportunity announcements at the Career Transition Center.

### **SKILLED CRAFT**

- ◆ Because Females, as a whole, Hispanics, Asians and American Indians are under-represented, we will increase recruitment efforts in minority communities

## **WATER DEPARTMENT**

### **OBJECTIVES TO ADDRESS UNDER-UTILIZATION** (continued)

and post job opportunity announcements at community colleges, trade schools, technical organizations, and community-based agencies.

- ◆ In addition, we will continue recruitment efforts in minority communities by providing entry-level opportunities through the Non-Career Water Utility Mechanic Program.

### **SERVICE MAINTENANCE**

- ◆ Because Females, as a whole, Hispanics and Asians are under-represented, we will increase recruitment efforts in minority communities and post job opportunity announcements at community colleges, trade schools, technical organizations, and community-based agencies.
- ◆ In addition, we will continue recruitment efforts in minority communities by providing entry-level opportunities through the Non-Career Water Utility Mechanic Program.



**Department: WATER**

Job Category	Total Employees		Female		Black		Hispanic		Asian		American Indian	
	#	%	#	%	#	%	#	%	#	%	#	%
<b>Officials/Administrators</b>	<b>-Labor Market</b>		<b>38.8</b>		<b>5.7</b>		<b>18.2</b>		<b>15.4</b>		<b>0.6</b>	
2009 Workforce (Actual)	16	2	12.5	2	12.5	1	6.3	6	37.5	0	0.0	
Diff (Workforce/Labor Market)			-26.3		6.8		-12.0		22.1		-0.6	
<b>Professionals</b>	<b>-Labor Market</b>		<b>48.9</b>		<b>6.9</b>		<b>13.2</b>		<b>18.1</b>		<b>0.6</b>	
2009 Workforce (Actual)	31	18	58.1	0	0.0	4	12.9	14	45.2	1	3.2	
Diff (Workforce/Labor Market)			9.2		-6.9		-0.3		27.1		2.6	
<b>Technicians</b>	<b>-Labor Market</b>		<b>48.8</b>		<b>9.9</b>		<b>22.5</b>		<b>22.4</b>		<b>0.6</b>	
2009 Workforce (Actual)	8	2	25.0	2	25.0	3	37.5	0	0.0	0	0.0	
Diff (Workforce/Labor Market)			-23.8		15.1		15.0		-22.4		-0.6	
<b>Paraprofessionals</b>	<b>-Labor Market</b>		<b>50.1</b>		<b>11.5</b>		<b>33.1</b>		<b>4.8</b>		<b>1.2</b>	
2009 Workforce (Actual)	1	1	100.0	1	100.0	0	0.0	0	0.0	0	0.0	
Diff (Workforce/Labor Market)			49.9		88.5		-33.1		-4.8		-1.2	
<b>Office/Clerical</b>	<b>-Labor Market</b>		<b>63.2</b>		<b>9.2</b>		<b>32.3</b>		<b>13.4</b>		<b>0.6</b>	
2009 Workforce (Actual)	14	12	85.7	1	7.1	4	28.6	4	28.6	1	7.1	
Diff (Workforce/Labor Market)			22.5		-2.1		-3.7		15.2		6.5	
<b>Skilled Craft</b>	<b>-Labor Market</b>		<b>8.3</b>		<b>4.6</b>		<b>48.2</b>		<b>9.6</b>		<b>0.7</b>	
2009 Workforce (Actual)	63	0	0.0	6	9.5	23	36.5	5	7.9	0	0.0	
Diff (Workforce/Labor Market)			-8.3		4.9		-11.7		-1.7		-0.7	
<b>Service/Maintenance</b>	<b>-Labor Market</b>		<b>40.4</b>		<b>6.0</b>		<b>60.6</b>		<b>10.2</b>		<b>0.5</b>	
2009 Workforce (Actual)	58	0	0.0	10	17.2	23	39.7	2	3.4	1	1.7	
Diff (Workforce/Labor Market)			-40.4		11.2		-20.9		-6.8		1.2	
<b>TOTAL (Bottom Line)</b>	<b>-Labor Market</b>		<b>45.1</b>		<b>7.3</b>		<b>35.6</b>		<b>13.4</b>		<b>0.6</b>	
2009 Workforce (Actual)	191	35	18.3	22	11.5	58	30.4	31	16.2	3	1.6	
Diff (Workforce/Labor Market)			-26.8		4.2		-5.2		2.8		1.0	

## POSITION TITLES BY JOB CATEGORY

### **OFFICIALS/ADMINISTRATORS:**

Appointed Positions  
 Assistant City Manager  
 Deputy City Manager  
 Elected Officials  
 Management Positions  
 Office Manager – Attorney  
 Office Manager – Water

### **PROFESSIONALS:**

Accident Prevention Coordinator I  
 Accountant series  
 Administrative Analyst series  
 Administrative Projects Coordinator  
 Airport Public Affairs Assistant  
 Airport Operations Specialist I-II  
 Aquatics Supervisor I-II  
 Assistant Administrative Analyst series  
 Assistant Band Conductor  
 Assistant Chief Harbor Engineer  
 Assistant Chief of Staff-Conf  
 Assistant Director of Maintenance  
 Assistant Marketing Manager series  
 Assistant Planner I-II  
 Assistant Terminal Services Mgr  
 Assistant Traffic Manager  
 Associate Director of Properties  
 Audit Analyst  
 Audit Manager  
 Business Systems Specialist I-VII  
 Buyer I-II  
 Capital Project Coordinator I-III  
 Chief Building Inspector  
 Chief Construction Inspector  
 Chief Investigator  
 Chief of Staff-Prosecutor-Conf  
 Chief Wharfinger  
 City Clerk Analyst  
 City Traffic Engineer  
 Civil Engineer series

Civil Engineering Assistant  
 Civil Engineering Associate  
 Claims Investigator/Representative I  
 Communications Center Coordinator  
 Communications Officer  
 Communications Specialist VII  
 Community Development Analyst I-III  
 Community Development Specialist I-V  
 Community Services Supervisor I-II  
 Construction Manager  
 Contract Administrator I-II  
 Contractor – Special Status  
 Corrosion Control Supervisor  
 Cultural Program Supervisor  
 Curator  
 Department Librarian I-II  
 Deputy Chief Harbor Engineer I-II  
 Deputy City Attorney  
 Deputy City Prosecutor Series  
 Development Project Manager I-III  
 Economic Development Specialist I-III  
 Electrical Engineer  
 Electrical Engineering Associate  
 Emergency Medical Education Coordinator  
 Emergency Medical Educator  
 Employee Services Assistant-Conf  
 Environmental Health Specialist series  
 Environmental Remediation Spec I-II  
 Environmental Specialist series  
 Epidemiologist series  
 Events Coordinator I-II  
 Financial Reporting/Controls Officer  
 General Librarian  
 Geographic Info System Analyst I-III  
 Geologist series  
 Hazardous Materials Specialist I-II  
 Hazardous Waste Coordinator  
 Housing Rehabilitation Supervisor I-II  
 Intelligence Analyst  
 Investigator I-III  
 Investigator – City Manager  
 Investigator – City Prosecutor

Landscape Architect  
Legal Assistant – Subrogation  
Legal Assistant – Supervisor  
Legal Systems Support Specialist  
Legislative Assistant  
Management Assistant  
Manager of Environmental Planning  
Manager of Leasing Sales  
Manager of Master Planning  
Manager of Rail Transportation  
Manager of Transportation Planning  
Market Planning Assistant  
Market Research Economists  
Marketing Manager  
Mechanical Engineer series  
Medical Social Worker I-II  
Microbiologist Supervisor  
Nurse Practitioner  
Office Administrator  
Office Automation Analyst I-IV  
Office Systems Analyst I-II  
Park Naturalist  
Personnel Analyst I-III Conf  
Petroleum Engineer series  
Physicians Assistant  
Planner series  
Port Communication Specialist I-V  
Port Financial Analyst I-II  
Port Leasing Sales Officer I-IV  
Port Planner I-III  
Port Risk series  
Program Specialist – City Manager  
Programmer/Analyst I-VI  
Public Health Nurse series  
Public Health Nutritionist I-III  
Public Health Physician  
Public Health Professional I-III  
Recycling Specialist I-II  
Registered Nurse Series  
Safety Specialist I-II  
Senior Accountant  
Senior Architectural Engineer  
Senior Auditor  
Senior Program Manager  
Structural Engineer series

Systems Support Specialist I-VII  
Traffic Engineer series  
Traffic Manager  
Transportation Planner I-III  
Victim's Advocate  
Water Quality Organic Chemist  
Water Quality Process Engineer  
Workers Comp Claims Examiner series  
Workforce Development Supervisor I

**TECHNICIANS:**

Ambulance Operator  
Communications Specialist I-VI  
Computer Operator I  
Criminalist I-II  
Criminalist Supervisor  
Data Processing Assistant  
Electronic Communication Tech I-III  
Engineering Technician series  
Fingerprint Classifier  
Forensic Specialist I-II  
Forensic Specialist Supervisor  
Gas Measurement Assistant  
Gas Systems Control Supervisor  
Geographic Info Systems Technician I-II  
Graphic Artist  
Handwriting Examiner  
Housing Rehabilitation Counselor  
Laboratory Analyst I-III  
Laboratory Assistant I-III  
License Inspector I-II  
Marina Supervisor I-II  
Materials Inspector  
Materials Testing Chemist  
Microbiologist series  
Microfilm Technician  
Musician  
Office Systems Analyst III  
Oil Field Gauger I-II  
Petroleum Operations Coordinator I-II  
Photographer  
Polygraph Examiner  
Principal Geological Drafting Technician  
Programmer

Property Management Specialist I-II  
Senior Engineering Technician I-II  
Senior Geological Drafting Technician  
Senior Records Clerk  
Senior Survey Technician  
Senior Surveyor  
Survey Technician  
Surveyor  
Systems Analyst I-II  
Systems Technician I-IV  
Technical Assistant  
Telemetering Instrument Technician I-II  
Terminal Services Rep I-II  
Visual Arts Specialist I-II  
X-Ray Technician

**PROTECTIVE SERVICES:**

Animal Control Officer series  
Animal Health Technician  
Animal License Inspector  
Battalion Chief  
Chief Port Security Officer  
Detention Officer I-II  
Fire Boat Operator  
Fire Captain  
Fire Engineer  
Fire Recruit  
Fire Safety Specialist  
Firefighter  
Firefighter Trainee  
Graphics Technician  
Identification Officer  
Lieutenant – Beach Safety  
Lifeguard  
Marine Safety Captain  
Marine Safety Lieutenant  
Marine Safety Officer  
Marine Safety Sergeant  
Park Ranger I-II  
Parking Control Checker I-II  
Parking Control Supervisor  
Police Cadet  
Police Corporal  
Police Investigator

Police Lieutenant  
Police Officer  
Police Recruit  
Police Sergeant  
Pool Lifeguard I-II  
School Guard  
Special Services Officer I-IV  
Senior Animal Control Officer  
Supervising Park Ranger

**PARAPROFESSIONALS:**

Accounting Technician  
Administrative Aide I-III Conf  
Administrative Intern  
Airport Operations Assistant I-II  
Assistant Buyer I-II  
Chief Surveyor  
City Clerk Specialist  
Combination Building Inspector Aide I-II  
Community Development Technician I-IV  
Community Information Specialist I-II  
Engineering Aide I-III  
Law Clerk  
Legal Administrative Assistant  
Legal Assistant III-IV  
Legal Records Management Coordinator  
Licensed Vocational Nurse  
Nutrition Aide I-II  
Paralegal  
Payroll Specialist I-II  
Personnel Assistant I-III Conf  
Petroleum Engineering Technician  
Planning Aide  
Police Services Specialist I-III  
Prosecutor Assistant III-IV  
Protection Aide  
Real Estate Technician I-II  
Recreation Assistant  
Recreation Leader/Specialist I-X  
Senior Payroll/Personnel Assistant  
Student Worker  
Technical Aide  
Traffic Engineering Aide I-II  
Workers Comp Medical Only Examiner

**OFFICE/CLERICAL:**

Accounting Clerk I-III  
Assistant to Executive Director  
Cargo Audit Clerk I-IV  
Case Manager I-III  
City Clerk Assistant  
Clerical Aide I-II  
Clerk I-III  
Clerk Supervisor  
Clerk Typist I-V Conf  
Communications Assistant I-III  
Communications Center Supervisor  
Community Develop Clerical Assistant I-III  
Community Worker  
Control Center Operator I-IV  
Councilmanic Secretary  
Counselor I-II  
Customer Service Representative I-III  
Customer Services Supervisor I-II  
Data Entry Operator I-II  
Deputy City Clerk I-II  
Election Employee  
Election Supervisor  
Executive Assistant series  
Health Educator I-II  
Housing Aide I-II  
Housing Assistance Coordinator  
Housing Specialist I-III  
Legal Assistant I-II  
Legal Assistant-Prosecutor  
Legal Office Assistant  
Legal Office Specialist  
Legal Records Assistant  
Legal Records Specialist  
Legal Records Supervisor  
Legal Secretary I-II  
Legal Stenographer I-III  
Liability Claims Assistant I-II  
Library Aide  
Library Circulation Supervisor  
Library Clerk I-IV  
Marina Agent I-III  
Mechanical Equipment Stock Clerk I-III

Medical Assistant I-II  
Messenger/Mail Clerk I-II  
Minute Clerk  
Neighborhood Services Specialist I-III  
Occupancy Specialist I-III  
Office Services Assistant I-III  
Office Specialist – Prosecutor  
Outreach Worker I-II  
Page  
Payroll/Personnel Assistant I-III  
Police Property & Supply Clerk I-II  
Police Systems Supervisor  
Program Scheduler  
Project Estimator  
Prosecutor Assistant I-II  
Public Health Associate I-III  
Public Health Registrar  
Public Safety Dispatcher I-IV  
Records Center Supervisor I-II  
Records Manager – City Clerk  
Secretary series  
Senior Legal Secretary I-II  
Senior Minute Clerk  
Stock and Receiving Clerk  
Storekeeper I-II  
Student Worker  
Supervising Senior Legal Secretary  
Supervising Workers' Comp Secretary  
Supervisor Stores & Property  
Water Communications Dispatcher I-II  
Waters Communications Center Supvr  
Workers' Compensation Admin Asst  
Workers' Compensation Claims Asst  
Workers' Compensation Office Asst. I-II

**SKILLED CRAFT:**

Alternative Fuels Coordinator  
Assistant Traffic Signal Technician I-II  
Body & Fender Mechanic – Painter I-II  
Building Maintenance Engineer  
Building Services Supervisor  
Carpenter  
Carpenter Supervisor  
Cement Finisher I-II

Combination Building Inspector series  
Construction Inspector series  
Construction Supervisor  
Electrical Inspector series  
Electrical Supervisor  
Electrician  
Equipment Mechanic I-II  
Equipment Operator I-III  
Fleet Services Supervisor I-II  
Gas Distribution Supervisor I-II  
Gas Instrument Technician I-II  
Gas Maintenance Supervisor I-II  
Gas Orifice Meter Technician I-II  
General Maintenance Supervisor I-II  
Harbor Maintenance Mechanic I-II  
Harbor Maintenance Superintendent I-II  
Helicopter Mechanic  
Locksmith  
Machinist  
Mechanic – Harbor  
Mechanical Supervisor  
Mechanical Systems Supervisor  
Office Services Supervisor  
Offset Press Operator I-II  
Painter I-II  
Painter Supervisor  
Parking Meter Technician I-II  
Pipeline Welder  
Plan Checker series  
Plasterer  
Plumber  
Plumber Supervisor  
Plumbing Inspector series  
Power Equipment Repair Mechanic I-III  
Principal Building Inspector  
Principal Construction Inspector  
Senior Combination Building Inspector  
Senior Electrical Inspector  
Senior Equipment Operator  
Senior Mechanical Inspector  
Street Maintenance Supervisor I-II

Supervisor – Facilities Maintenance  
Traffic Painter I-II  
Traffic Signal Coordinator  
Traffic Signal Technician series  
Utilities System Operator  
Water Support Services Supervisor  
Water Treatment Operator I-III  
Water Treatment Plant Supervisor  
Water Utility Supervisor I-II  
Welder

**SERVICE/MAINTENANCE:**

Automatic Sprinkler Control Technician  
Garage Service Attendant I-III  
Garage Supervisor-Harbor  
Gardener I-II  
Gas Field Service Representative I-III  
General Maintenance Assistant  
Groundskeeper I-II  
Harbor Maintenance Supervisor  
Institutional Cook  
Maintenance Aide I-II  
Maintenance Assistant I-III  
Maintenance Supervisor  
Marine Aide  
Motor Sweeper Operator  
Park Maintenance Supervisor  
Parking Operations Attendant I-II  
Refuse Field Investigator  
Refuse Operator I-III  
Refuse Supervisor  
Storm Drain Maintenance Crew Member I-II  
Storm Drain Maintenance Crew Leader  
Storm Drain Plan Mechanic  
Street Landscaping Supervisor I-II  
Supervisor – Waste Operations  
Tree Trimmer I-II  
Vector Control Specialist I-II  
Water Utility Mechanic I-III  
Youth Trainee I-IV

**COMPARATIVE ANALYSIS OF WORK FORCE**  
**Compares 2009 with 1973 (base year) and 2006 (year prior to last Plan)**

	1973		2006		2009		Difference in Percentage Points	
	#	%	#	%	#	%	1973	2006
Total Employees*	4,306		4579		4516		4.9%	1.4%
Male	3,549	82.4%	3047	66.5%	2965	65.7%	16.8%	0.9%
Female	757	17.6%	1532	33.5%	1551	34.3%	-16.8%	-0.9%
Total White	3,452	80.2%	2203	48.1%	2080	46.1%	34.1%	2.1%
Male	2,798	65.0%	1569	34.3%	1482	32.8%	32.2%	1.4%
Female	654	15.2%	634	13.8%	598	13.2%	1.9%	0.6%
Total Minority	854	19.8%	2376	51.9%	2436	53.9%	-34.1%	-2.1%
Male	751	17.4%	1478	32.3%	1482	32.8%	-15.4%	-0.5%
Female	103	2.4%	898	19.6%	953	21.1%	-18.7%	-1.5%
Black	576	13.4%	671	14.7%	626	13.9%	-0.5%	0.8%
Hispanic	168	3.9%	1092	23.8%	1148	25.4%	-21.5%	-1.6%
Asian	93	2.2%	582	12.7%	633	14.0%	-11.9%	-1.3%
American Indian	17	0.4%	31	0.7%	29	0.6%	-0.2%	-0.3%

\* Percent of change (All other figures in this column indicate changes in percentage points).

Table A  
**ETHNIC/SEX REPRESENTATION IN WORK FORCE 1973 - 2009**  
 Permanent Full-time Work Force

Total Work Force #	Male		Female		White		Total Minorities		Black		Hispanic		Asian		American Indian	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
4306	3549	82.4	757	17.6	3452	80.2	854	19.8	576	13.4	168	3.9	93	2.2	17	0.4
4464	3598	80.6	866	19.4	3529	79.1	935	20.9	625	14.0	195	4.4	96	2.2	19	0.4
4513	3648	80.8	865	19.2	3555	78.8	958	21.2	640	14.2	197	4.4	104	2.3	17	0.4
4489	3590	80.0	899	20.0	3498	77.9	991	22.1	649	14.5	213	4.7	111	2.5	18	0.4
4404	3493	79.3	911	20.7	3398	77.2	1006	22.8	646	14.7	234	5.3	110	2.5	16	0.4
3894	3041	78.1	853	21.9	3003	77.1	891	22.9	569	14.6	212	5.4	94	2.4	16	0.4
3858	3006	77.9	852	22.1	2915	75.6	943	24.4	589	15.3	221	5.7	119	3.1	14	0.4
3948	3035	76.9	913	23.1	2872	72.7	1076	27.3	664	16.8	244	6.2	156	4.0	12	0.3
3941	2978	75.6	963	24.4	2800	71.0	1141	29.0	697	17.7	257	6.5	171	4.3	16	0.4
4035	3045	75.5	990	24.5	2849	70.6	1186	29.4	714	17.7	263	6.5	192	4.8	17	0.4
4075	3069	75.3	1006	24.7	2878	70.6	1197	29.4	711	17.4	277	6.8	192	4.7	17	0.4
3986	2994	75.1	992	24.9	2807	70.4	1179	29.6	681	17.1	282	7.1	197	4.9	19	0.5
3999	2964	74.1	1035	25.9	2799	70.0	1200	30.0	683	17.1	302	7.6	194	4.9	21	0.5
4109	3026	73.6	1083	26.4	2846	69.3	1263	30.7	686	16.7	351	8.5	202	4.9	24	0.6
4157	3036	73.0	1121	27.0	2856	68.7	1301	31.3	667	16.0	382	9.2	226	5.4	26	0.6
4125	2986	72.4	1139	27.6	2804	68.0	1321	32.0	660	16.0	405	9.8	229	5.6	27	0.7
4144	2964	71.5	1180	28.5	2761	66.6	1383	33.4	656	15.8	446	10.8	250	6.0	31	0.7
4187	2949	70.4	1238	29.6	2708	64.7	1479	35.3	678	16.2	498	11.9	274	6.5	29	0.7
4209	2968	70.5	1241	29.5	2654	63.1	1555	36.9	692	16.4	537	12.8	295	7.0	31	0.7
4123	2890	70.1	1233	29.9	2555	62.0	1568	38.0	671	16.3	563	13.7	301	7.3	33	0.8
4231	2957	69.9	1274	30.1	2576	60.9	1655	39.1	673	15.9	617	14.6	331	7.8	34	0.8
4228	2937	69.5	1291	30.5	2559	60.5	1669	39.5	655	15.5	631	14.9	350	8.3	33	0.8
4156	2896	69.7	1260	30.3	2501	60.2	1655	39.8	644	15.5	622	15.0	356	8.6	33	0.8
4109	2839	69.1	1270	30.9	2433	59.2	1676	40.8	627	15.3	639	15.6	377	9.2	33	0.8
4181	2891	69.1	1290	30.9	2451	58.6	1730	41.4	634	15.2	665	15.9	399	9.5	32	0.8
4182	2880	68.9	1302	31.1	2429	58.1	1753	41.9	640	15.3	682	16.3	399	9.5	32	0.8
4192	2873	68.5	1319	31.5	2409	57.5	1783	42.5	635	15.1	709	16.9	410	9.8	29	0.7
4383	2972	67.8	1411	32.2	2461	56.1	1922	43.9	655	14.9	788	18.0	449	10.2	30	0.7
4698	3134	66.7	1564	33.3	2533	53.9	2165	46.1	723	15.4	894	19.0	519	11.0	29	0.6
4784	3136	65.6	1648	34.4	2496	52.2	2287	47.8	725	15.2	962	20.1	570	11.9	30	0.6
4630	3019	65.2	1611	34.8	2376	51.3	2253	48.7	693	15.0	972	21.0	557	12.0	31	0.7
4489	2952	65.7	1537	34.3	2261	50.4	2228	49.6	658	14.7	982	21.9	559	12.4	29	0.6
4514	3020	66.9	1494	33.1	2234	49.5	2279	50.5	655	14.5	1034	22.9	561	12.4	29	0.6
4579	3047	66.5	1532	33.5	2203	48.1	2376	51.9	671	14.7	1092	23.8	582	12.7	31	0.7
4664	3071	65.8	1593	34.2	2199	47.1	2465	52.9	663	14.2	1151	24.7	621	13.3	30	0.6
4710	3097	65.8	1613	34.2	2184	46.4	2526	53.6	677	14.4	1171	24.9	646	13.7	32	0.7
4516	2965	65.7	1551	34.3	2080	46.1	2436	53.9	626	13.9	1148	25.4	633	14.0	29	0.6



Table B  
**FEMALE REPRESENTATION BY JOB CATEGORY 1973 - 2009**  
 Permanent Full-time Work Force

Year	Total Work Force		Total Female		Officials/ Administrators		Professionals		Technicians		Protective Services		Para-Professionals		Office/Clerical		Skilled Craft		Service Maintenance	
	#		#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
1973	4306		757	17.6	10	5.0	109	21.1	29	7.1	33	3.8	16	42.1	544	83.7	0	0.0	16	1.5
1974	4464		818	18.3	10	5.3	120	21.0	29	5.4	34	4.1	11	23.0	600	85.5	0	0.0	14	1.3
1975	4513		865	19.2	10	5.5	131	21.9	36	6.4	36	4.4	13	31.0	622	85.1	0	0.0	17	1.6
1976	4489		899	20.0	10	5.2	146	23.4	39	6.6	36	4.8	11	32.4	640	85.2	0	0.0	17	1.7
1977	4408		915	20.8	14	8.2	144	23.7	38	6.7	48	6.3	12	31.6	641	85.8	0	0.0	18	1.9
1978	3894		843	21.6	16	9.1	111	20.9	26	5.2	50	6.8	11	45.8	612	86.2	1	0.2	16	2.2
1979	3858		852	22.1	14	8.8	109	21.3	25	5.1	56	7.7	8	38.1	619	84.7	0	0.0	21	2.8
1980	3948		913	23.1	15	9.6	115	21.7	21	5.1	62	7.8	18	58.1	647	85.2	1	0.2	34	4.5
1981	3941		963	24.4	18	11.3	139	25.8	31	7.5	60	7.6	22	56.4	653	87.4	3	0.6	37	4.8
1982	4035		990	24.5	20	12.0	137	24.9	42	9.8	69	8.0	41	80.4	639	88.1	4	0.8	38	5.0
1983	4075		1006	24.7	21	13.0	138	24.8	43	9.9	74	8.4	40	83.3	647	87.7	5	1.0	38	5.0
1984	3986		992	24.9	27	16.5	141	25.8	44	10.4	70	8.1	33	82.5	636	88.3	4	0.8	37	5.0
1985	3999		1035	25.9	29	17.8	149	27.0	40	9.4	78	8.9	42	85.7	655	89.0	4	0.8	38	5.3
1986	4109		1083	26.4	36	19.5	158	28.6	39	9.6	97	10.0	35	72.9	688	87.4	2	0.4	28	4.1
1987	4157		1121	27.0	40	19.9	166	29.5	42	10.0	103	10.6	46	74.2	688	86.6	2	0.4	34	5.2
1988	4125		1139	27.6	37	18.0	181	31.5	46	11.1	107	11.3	49	77.8	677	86.6	4	0.8	38	5.8
1989	4144		1180	28.5	53	25.0	187	32.5	47	11.3	105	11.2	54	72.0	684	87.6	5	1.0	45	7.0
1990	4187		1238	29.6	65	29.3	204	35.0	52	13.0	102	10.9	58	55.8	705	88.2	7	1.4	45	7.0
1991	4209		1241	29.5	64	27.7	211	34.9	55	13.5	117	12.1	64	68.8	670	86.6	7	1.4	53	8.3
1992	4123		1233	29.9	61	28.1	208	44.6	57	27.4	131	9.9	62	86.2	657	86.2	8	1.7	49	8.3
1993	4231		1274	30.1	62	28.2	220	46.8	58	28.7	144	10.1	61	80.3	674	85.8	8	1.7	47	8.1
1994	4228		1291	30.5	61	27.2	238	49.0	54	27.8	150	10.4	62	76.5	671	85.6	9	2.0	46	8.2
1995	4156		1260	30.3	58	26.1	236	49.3	50	27.3	148	10.3	64	78.0	652	85.6	8	1.8	44	8.1
1996	4109		1270	30.9	61	27.4	243	51.6	55	30.9	156	10.5	61	79.2	641	85.6	11	2.6	42	8.3
1997	4181		1285	30.7	72	30.1	245	50.3	48	28.1	161	10.7	54	72.8	653	85.8	11	2.6	41	8.0
1998	4182		1302	31.1	78	32.2	247	50.1	48	28.9	163	10.8	82	78.8	631	85.0	12	3.0	41	7.9
1999	4192		1319	31.5	86	33.6	260	50.6	46	28.6	155	10.5	60	67.4	660	86.0	12	2.9	40	7.8
2000	4383		1411	32.2	92	34.7	289	52.7	43	25.7	168	10.8	71	69.6	694	85.3	12	2.9	42	8.1
2001	4698		1564	33.3	97	33.8	310	50.9	51	27.3	165	10.6	73	68.9	805	83.7	14	3.2	49	9.0
2002	4784		1648	34.4	105	38.2	331	50.4	53	28.6	156	10.1	118	72.4	819	83.1	13	3.0	53	10.1
2003	4630		1611	34.8	98	37.8	344	51.5	54	32.3	157	10.2	97	70.8	796	83.9	13	3.2	52	10.3
2004	4489		1537	34.3	102	39.2	333	51.5	56	33.3	154	10.0	93	72.7	746	83.2	10	2.6	43	9.1
2005	4514		1494	33.1	99	38.1	331	51.4	57	31.3	152	9.8	99	73.3	705	82.3	9	2.3	42	8.6
2006	4579		1532	33.5	103	38.4	362	53.4	56	30.8	156	9.8	103	74.1	706	82.7	7	1.8	39	8.2
2007	4664		1593	34.2	110	37.8	397	55.3	58	31.4	158	9.8	94	74.0	727	82.9	7	1.9	42	8.7
2008	4710		1613	34.2	111	38.3	414	55.6	60	30.0	161	10.0	90	72.6	722	82.7	10	2.6	45	9.3
2009	4516		1551	34.3	106	37.5	414	56.3	62	31.2	151	9.8	87	69.6	680	83.4	10	2.7	41	9.1

Table C  
**TOTAL MINORITY REPRESENTATION BY JOB CATEGORY 1973-2009**  
 Permanent Full-time Work Force

Year	Total Work Force		Total Minorities		Officials/ Administrators		Professionals		Technicians		Protective Services		Para-Professionals		Office/Clerical		Skilled Craft		Service Maintenance	
	#		#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
1973	4306		854	19.8	9	4.5	52	10.1	34	7.1	73	8.3	17	44.7	88	13.5	57	12.6	524	47.8
1974	4464		935	20.9	9	4.8	60	10.5	39	7.3	79	9.6	18	37.5	113	16.1	78	15.3	539	49.6
1975	4513		958	21.2	12	6.6	69	11.5	42	7.5	79	9.8	17	40.5	124	17.0	75	14.6	540	50.2
1976	4489		991	22.1	12	6.2	83	13.3	49	8.3	79	10.6	14	41.2	142	18.9	86	16.3	526	51.4
1977	4408		1006	22.8	12	7.0	78	12.8	49	8.6	90	11.7	18	47.4	152	20.3	133	23.2	474	50.7
1978	3894		891	22.9	12	7.5	68	12.8	40	8.1	84	11.4	11	45.8	151	21.3	113	22.5	412	56.0
1979	3858		943	24.4	17	10.7	66	12.9	51	10.5	93	12.8	10	47.6	171	23.4	123	25.2	412	55.9
1980	3948		1076	27.3	20	12.7	74	14.0	55	13.4	116	14.5	15	48.4	213	28.1	146	29.0	437	57.4
1981	3941		1141	29.0	20	12.5	84	15.6	61	14.7	118	14.9	16	41.0	245	32.8	153	31.4	444	58.0
1982	4035		1186	29.4	24	14.4	92	16.7	70	16.4	125	14.6	17	33.3	259	35.7	154	31.2	445	58.4
1983	4075		1197	29.4	25	15.5	95	17.1	75	17.2	133	15.2	16	33.3	264	35.8	154	30.9	435	57.2
1984	3986		1179	29.6	28	17.1	100	18.1	80	18.8	124	14.4	14	35.0	260	36.1	161	33.0	412	55.8
1985	3999		1200	30.0	34	20.9	107	19.4	79	18.5	128	14.6	18	36.7	278	37.8	161	33.3	395	55.6
1986	4109		1263	30.7	41	22.2	116	21.0	78	19.3	175	18.1	18	37.5	295	37.5	158	32.8	382	55.9
1987	4157		1301	31.3	42	19.9	122	21.7	84	20.0	189	19.4	22	35.5	313	39.4	157	32.0	372	56.8
1988	4125		1321	32.0	43	20.9	125	21.8	87	20.9	192	20.4	22	34.9	318	40.7	156	32.2	378	57.6
1989	4144		1383	33.4	46	21.7	136	23.6	91	21.9	200	21.4	31	41.3	335	42.9	162	32.3	382	59.0
1990	4187		1479	35.3	49	22.1	150	25.7	96	24.0	219	23.3	48	46.2	364	45.6	160	32.0	393	61.5
1991	4209		1555	36.9	55	23.8	168	27.8	98	24.1	262	27.1	44	47.3	356	46.0	168	33.7	404	63.6
1992	4123		1568	38.0	53	24.4	158	33.9	85	40.9	315	23.8	35	44.3	362	47.5	169	35.1	391	66.6
1993	4231		1655	39.1	54	24.5	170	36.2	83	41.1	377	26.4	34	44.7	383	48.7	169	35.8	385	66.5
1994	4228		1669	39.5	57	25.4	182	37.4	79	40.7	393	27.2	37	45.7	376	48.0	169	37.2	376	67.0
1995	4156		1655	39.8	57	25.7	181	37.8	77	42.1	400	27.8	36	43.9	374	49.1	164	37.0	366	67.3
1996	4109		1676	40.8	58	26.0	185	39.3	75	42.1	434	29.2	42	54.5	375	50.1	161	38.3	346	68.2
1997	4181		1730	41.4	69	28.9	186	38.2	67	39.2	463	30.7	41	50.6	385	50.6	168	40.0	351	68.2
1998	4182		1757	42.0	70	28.9	189	38.3	69	41.6	472	31.3	50	48.1	388	52.3	165	40.6	354	67.8
1999	4192		1783	42.5	74	28.9	199	38.7	70	43.5	470	31.9	43	48.3	411	53.6	168	40.3	348	67.7
2000	4383		1922	43.9	73	27.5	215	39.2	72	43.1	528	34.0	53	52.0	457	56.1	174	41.7	350	67.6
2001	4698		2165	46.1	79	27.5	257	42.2	86	46.0	551	35.3	55	51.9	583	60.5	177	40.0	377	69.6
2002	4784		2287	47.8	87	31.6	282	42.9	88	47.6	564	36.3	100	61.3	606	61.5	184	41.9	376	71.3
2003	4630		2253	48.7	86	33.2	290	43.4	83	49.7	580	37.8	87	63.5	589	62.1	180	43.7	358	71.0
2004	4489		2228	49.6	87	33.5	289	44.7	86	51.2	604	39.2	79	61.7	574	63.9	166	43.8	343	73
2005	4514		2279	50.5	83	31.9	293	45.5	95	52.2	618	39.7	85	63	571	66.6	178	45.3	356	73.3
2006	4579		2376	51.9	103	38.4	319	47.1	100	54.9	655	40.9	85	61.2	577	67.5	178	46.8	359	75.1
2007	4664		2465	52.9	112	41.2	357	49.7	96	51.9	669	41.5	80	63	608	69.3	174	47.3	369	76.1
2008	4710		2526	53.6	111	38.3	387	52	105	52.5	680	42.2	75	60.5	608	69.6	184	47.7	376	78
2009	4516		2436	53.9	108	38.2	385	52.3	103	51.8	663	43.2	76	60.8	561	68.8	185	49.2	355	79.1