

EEO Utilization Report

Organization Information

Name: County of Marin

City: San Rafael

State: CA

Zip: 94903

Type: County/Municipal Government

Section 1: EEO Policy Statement

Policy Statement:

The Marin County Board of Supervisors, in compliance with all applicable federal, state and local laws, is committed to being an equal opportunity employer and has zero tolerance for any form of discrimination, harassment, or retaliation based on any Protected Class, as defined below in Section 21.1 B. All personnel actions including, but not limited to, recruiting, hiring, training, promoting, compensating, transferring and laying off, shall be based on merit and job requirements, without regard to Protected Classes.

Protected classes include actual or perceived membership in the following classes: (a) sex; (b) race; (c) color; (d) ancestry; (e) religious creed; (f) national origin; (g) physical or mental disability; (h) medical condition; (i) age; (j) marital status; (k) the taking of protected family and medical leave; (l) sexual orientation, (m) gender identity or expression; and n) genetic information. (collectively Protected Classes or individually Protected Class).

It is the duty and responsibility of all appointing authorities and County employees to adhere to the provisions of this policy.

County personnel procedures will not allow for the use of or collaboration with any organization that prohibits employment in violation of federal or state discrimination laws.

This policy of equal employment opportunity will be a part of new employee orientation.

Section 5: Narrative Interpretation of Data

1. White females were under-represented in the following job categories: Professionals (-10%).
2. Hispanic or Latino females were under-represented in the following job categories: Service/Maintenance (-13%).
3. White males were under-represented in the following job categories: Officials/Administrators (-14%), Professionals (-12%), Administrative Support (-16%).
4. Hispanic or Latino males were under-represented in the following job categories: Skilled Craft (-19%).
5. Black or African American males were under-represented in the following job categories: Protective Services: Sworn (-4%).
6. Two or More males were under-represented in the following job categories: Protective Services: Sworn (-3%), Administrative Support (-1%).

Section 6: Objectives and Steps

1. All County Job openings are posted on Professional Diversity Network website.

- a. Weekly email notifications of open jobs sent to County Affinity Groups, the Human Rights Commission, and Womens Commission contacts for broader distribution within their circles.
- b. Similar notifications are sent to County of Marin employees who work with community partners.

2. Analysts participate in diversity job fairs

- a. DiversityJobs.com/Lat-Pro
- b. Inc job fair
- c. Workforce Alliance of the North Bay
- d. CareerPoint job fair

3. Analysts facilitate (and continue to be available to facilitate training sessions) in the community to talk about the types of opportunities available at the County, and how to more successfully compete in the County recruitment process (i.e., the County application, interviewing process.)

- a. We also have departments who do targeted outreach in the community at schools.

4. Analysts review EEO information to identify those classifications in which underutilization exists and direct additional target outreach to further diversify the applicant pool in the underutilized group. When there is underutilization we have been posting to websites that specialize in the Asian and Latinx communities. For instance:

- a. JobRapido.com
- b. Entry level jobs for the Hispanic community, we post on TacoList.com (Latinx)
- c. West Marin Hispanic/Latinx radio station
- d. Hispano.org
- e. Asian Professionals website but we cannot pull the information/report out of NeoGov

5. Weekly email notifications of open job sent to Community partners and organizations such as (the following list is not all-inclusive and the list continues to expand):

- a. Fanco (Filipino Americans of Northern California)
NAACP

West Marin radio Station (Hispanic/Latinx)
Marin Asian and Pacific Islanders
YWCA (Fifty Plus Employment program)
California Employment Development Department
California Human Development
Canal Alliance
CareerPoint Marin
Center for Restorative Practice
Community Action Marin
Conservation Corps of the North Bay
Marin County Office of Education
Marin Housing
Mercy Housing
Marin Multicultural Center
North Marin Community Services
Novato Youth Center
Marin Multicultural Center
Ritter Center

6. The County is currently employing the following strategies to address the under-representation of people of color:

- a. Train managers on anti-bias and best hiring practices
- b. Increase ethnic diversity on every selection panel
- c. Revise minimum qualifications for County classifications
- d. Create a diversity hiring toolkit
- e. Create pipeline development

Section 7: Dissemination Strategy: Internal

The Equal Employment Director, at least on an annual basis, will prepare a report on equal employment opportunity. That report will be shared with the Countys Equal Employment Advisory Committee, Personnel Commission, and Board of Supervisors. An email will be sent from the Countys Equal Employment Office to all County employees that contains a hyperlink to the EEOP that is posted on the Countys intranet. For any County employee that may not have access to the intranet, that same email will also contain a link to the EEOP posted on the Countys external-facing Equal Employment webpage, which can be found at: <https://www.marincountyhr.org/get-to-know-us/equal-employment>. That email will also contain contact information for the Countys Equal Employment Director for any employee who may have a question about the EEOP.

Section 7: Dissemination Strategy: External

The Equal Employment Director, at least on an annual basis, will prepare a report on equal employment opportunity. That report will be shared with the Countys Equal Employment Advisory Committee, Personnel Commission, and Board of Supervisors. A link to that report will then be placed on the Countys external-facing Equal Employment webpage, which can be found at: <https://www.marincountyhr.org/get-to-know-us/equal-employment>.

Utilization Analysis Chart
Relevant Labor Market: Marin County
, California

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other
Officials/Administrators														
Workforce #/%	106/29%	16/4%	17/5%	0/0%	10/3%	1/0%	7/2%	132/36%	33/9%	19/5%	1/0%	17/5%	0/0%	8/2%
CLS #/%	10,320/43%	950/4%	380/2%	30/0%	995/4%	4/0%	330/1%	8,410/35%	940/4%	250/1%	30/0%	685/3%	100/0%	480/2%
Utilization #/%	-14%	0%	3%	-0%	-1%	0%	1%	1%	5%	4%	0%	2%	-0%	0%
Professionals														
Workforce #/%	144/19%	42/6%	24/3%	0/0%	33/4%	0/0%	10/1%	250/34%	126/17%	32/4%	0/0%	57/8%	1/0%	21/3%
CLS #/%	9,895/32%	1,055/3%	305/1%	4/0%	1,660/5%	35/0%	335/1%	13,470/43%	1,435/5%	295/1%	85/0%	1,965/6%	0/0%	480/2%
Utilization #/%	-12%	2%	2%	-0%	-1%	-0%	0%	-10%	12%	3%	-0%	1%	0%	1%
Technicians														
Workforce #/%	12/50%	0/0%	0/0%	0/0%	1/4%	0/0%	1/4%	9/38%	0/0%	0/0%	0/0%	1/4%	0/0%	0/0%
CLS #/%	1,355/26%	375/7%	50/1%	0/0%	420/8%	15/0%	75/1%	1,580/30%	600/12%	210/4%	0/0%	400/8%	0/0%	125/2%
Utilization #/%	24%	-7%	-1%	0%	-4%	-0%	3%	7%	-12%	-4%	0%	-4%	0%	-2%
Protective Services: Sworn														
Workforce #/%	188/57%	42/13%	12/4%	1/0%	10/3%	1/0%	6/2%	38/11%	22/7%	6/2%	0/0%	5/2%	0/0%	1/0%
CLS #/%	1,105/49%	365/16%	175/8%	0/0%	50/2%	0/0%	110/5%	260/12%	75/3%	70/3%	0/0%	50/2%	0/0%	0/0%
Utilization #/%	8%	-3%	-4%	0%	1%	0%	-3%	-0%	3%	-1%	0%	-1%	0%	0%
Protective Services: Non-sworn														
Workforce #/%	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN
CLS #/%	85/30%	10/4%	15/5%	0/0%	20/7%	0/0%	30/11%	110/39%	0/0%	0/0%	0/0%	10/4%	0/0%	4/1%
Utilization #/%	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN
Administrative Support														
Workforce #/%	61/10%	39/6%	9/1%	1/0%	19/3%	0/0%	3/0%	232/36%	165/26%	36/6%	1/0%	54/8%	1/0%	19/3%
CLS #/%	6,935/26%	1,885/7%	415/2%	0/0%	845/3%	65/0%	515/2%	10,625/40%	2,875/11%	605/2%	30/0%	1,400/5%	90/0%	600/2%

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other
Utilization #/%	-16%	-1%	-0%	0%	-0%	-0%	-1%	-3%	15%	3%	0%	3%	-0%	1%
Skilled Craft														
Workforce #/%	57/70%	14/17%	6/7%	0/0%	1/1%	0/0%	3/4%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	4,145/51%	2,945/36%	65/1%	15/0%	330/4%	0/0%	130/2%	260/3%	100/1%	35/0%	0/0%	100/1%	0/0%	30/0%
Utilization #/%	19%	-19%	7%	-0%	-3%	0%	2%	-2%	-1%	-0%	0%	-1%	0%	-0%
Service/Maintenance														
Workforce #/%	21/35%	12/20%	6/10%	0/0%	7/12%	0/0%	2/3%	7/12%	3/5%	0/0%	0/0%	0/0%	1/2%	1/2%
CLS #/%	6,285/21%	7,350/25%	650/2%	15/0%	1,350/5%	10/0%	395/1%	5,500/19%	5,160/18%	550/2%	0/0%	1,340/5%	15/0%	795/3%
Utilization #/%	14%	-5%	8%	-0%	7%	-0%	2%	-7%	-13%	-2%	0%	-5%	2%	-1%

Significant Underutilization Chart

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other
Officials/Administrators	✓													
Professionals	✓							✓						
Protective Services: Sworn			✓				✓							
Administrative Support	✓						✓							
Skilled Craft		✓												
Service/Maintenance									✓					

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

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

Certified as final by: Roger Crawford Equal Employment Director 07-23-2024

[signature]

[title]

[date]