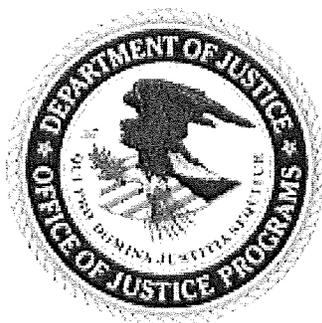


EEOP Utilization Report



Tue Feb 17 12:59:45 EST 2015

Step 1: Introductory Information

Grant Title:	Victim Assistance Program	Grant Number:	1888108
Grantee Name:	City of Duncanville Police Department	Award Amount:	\$45,072.00
Grantee Type:	Local Government Agency		
Address:	203 E. Wheatland Rd. Duncanville, Texas 75116		
Contact Person:	Gene Kropff	Telephone #:	972-780-5098
Contact Address:	203 E. Wheatland Rd. Duncanville, Texas 75116		
State Granting Agency:	Office of the Governor Criminal Justice Division	Grant Number:	1888108
Contact Name:	Jason Buckner		
Contact Address:	1100 San Jacinto Blvd Austin, Texas 78701		
Telephone #:	512-463-1919		

Policy Statement:

It is the policy of the City of Duncanville not to discriminate against any person on the basis of race, color, religion, sex, age, national origin, or disability.

The City shall not discriminate against applicants or employees on the basis of disability in admission or access to, or treatment or employment in, any program or activity of the City.

Step 4b: Narrative Underutilization Analysis

One of the greatest challenges facing law enforcement organizations is the successful recruitment and retention of highly qualified employees. An even greater challenge is achieving a highly qualified diverse workforce.

Ideally the City of Duncanville Police Department would like to have a diverse workforce that is a reflection of our diverse community.

After reviewing the Utilization Analysis Chart, the HR Department for the City of Duncanville has determined that a significant underutilization of female (-13% White, -13% Hispanic, -14% Black) patrol officers has occurred compared to the Dallas County labor market.

It has been a challenge for the department in recent history to get a strong female applicant pool to test for entry-level officer positions. Budgetary considerations have been a concern in the past. There was little to no money available to use for advertisements and recruitment efforts. In October of 2013 the department gave a test and only 1 out of 26 was a minority female. The only recruitment efforts at that time was a testing announcement on city website and department Facebook page. The one minority female that tested was hired.

However in 2014 Police Department was able to invest in advertising and placed ads in newspapers, local magazines, and Facebook in attempt to reach more applicants for an upcoming test. From this effort the Police Department was able to attract 14 female applicants (11 were minority females) out of 94 total. We know advertising was a worth while investment and drew in a larger applicant pool including females. We will continue our recruitment efforts targeting minorities and female applicants. The Police Department will also continue to review its practices and hiring standards to ensure an adverse impact situation is not a factor, preventing minority applicants from being hired.

Step 5 & 6: Objectives and Steps

1. Continuously evaluate recruitment strategies

a. The Duncanville Police Department is committed to continuously evaluating and re-evaluating recruitment strategies to ensure the right approaches are in place. A step to accomplish this is to reach out to other area law enforcement agencies and learn best practices and successful strategies that could be implemented within the Duncanville Police Department.

2. Target female recruits with female-specific strategies.

a. Conduct research to determine how the department can successfully target female recruits and what female-specific recruiting strategies can be implemented. This could be accomplished by utilizing nontraditional advertising approaches such as in areas of interest or hobbies that are traditionally dominated by males. Places such as athletic clubs, local sports venues, and even local athletic departments of local colleges. Women who are currently in the armed forces should also be targeted.

b. The Duncanville Police Department can utilize its current female officers to assist in determining a marketing strategy and creating recruitment material that contains information and images of female officers working alongside their male peers.

Step 7a: Internal Dissemination

1. Distribute a copy of the EEOP Short Form to all Police Department employees in supervisory position.
2. Send an E-Mail to all Police Department employees to let them know that a hard copy of the EEOP Short Form is available on request.
3. Post a copy of the EEOP Short Form on the City of Duncanville website and internal shared network drive.

4. Display a copy of the EEOP Short Form in the City of Duncanville HR Department as well as the Police Department's Bulletin Board.

Step 7b: External Dissemination

1. Post a copy of the EEOP Short Form on the City of Duncanville Human Resources website as well as the Police Department recruitment website.

2. Include on all job announcements for City of Duncanville Police Department positions that applicants may obtain a copy of the City of Duncanville Police Department's EEOP Short Form on request.

Utilization Analysis Chart
Relevant Labor Market: Dallas County, Texas

Job Categories	Male						Female									
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Officials/Administrators																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	90,780/44 %	13,290/6 %	10,785/5 %	385/0%	6,755/3%	35/0%	1,015/0%	575/0%	53,740/26 %	10,670/5 %	13,620/7 %	265/0%	4,165/2%	60/0%	780/0%	230/0%
Utilization #/%																
Professionals																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	91,870/33 %	11,960/4 %	13,355/5 %	450/0%	16,765/6 %	60/0%	1,120/0%	565/0%	83,205/30 %	14,065/5 %	26,795/10 %	555/0%	13,035/5 %	45/0%	1,490/1%	515/0%
Utilization #/%	-33%	-4%	-5%	-0%	-6%	-0%	-0%	-0%	70%	-5%	-10%	-0%	-5%	-0%	-1%	-0%
Technicians																
Workforce #/%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	12,365/33 %	2,335/6%	2,705/7%	75/0%	2,540/7%	45/0%	159/0%	85/0%	7,775/21 %	2,315/6%	5,010/13 %	145/0%	2,025/5%	55/0%	50/0%	120/0%
Utilization #/%	67%	-6%	-7%	-0%	-7%	-0%	-0%	-0%	-21%	-6%	-13%	-0%	-5%	-0%	-0%	-0%
Protective Services: Sworn-Officials																
Workforce #/%	11/85%	0/0%	1/8%	0/0%	0/0%	0/0%	0/0%	0/0%	1/8%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	11,295/43 %	3,215/12 %	5,845/22 %	40/0%	285/1%	15/0%	190/1%	135/1%	1,755/7%	595/2%	2,785/11 %	0/0%	90/0%	0/0%	25/0%	110/0%
Utilization #/%	42%	-12%	-14%	-0%	-1%	-0%	-1%	-1%	1%	-2%	-11%	0%	-0%	0%	-0%	-0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	33/70%	6/13%	5/11%	0/0%	0/0%	0/0%	0/0%	0/0%	1/2%	1/2%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	21,685/18 %	18,580/15 %	14,635/12 %	115/0%	2,545/2%	165/0%	1,025/1%	335/0%	19,080/15 %	19,245/16 %	21,690/18 %	115/0%	2,265/2%	45/0%	1,050/1%	665/1%
Utilization #/%	53%	-2%	-1%	-0%	-2%	-0%	-1%	-0%	-13%	-13%	-15%	-0%	-2%	-0%	-1%	-1%
Protective Services: Non-sworn																

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
Workforce #/%	3/12%	5/20%	7/28%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/4%	9/36%	0/0%	0/0%	0/0%	0/0%	
CLS #/%	555/30%	135/7%	260/14%	0/0%	20/1%	0/0%	20/1%	15/1%	385/21%	140/8%	270/15%	0/0%	15/1%	0/0%	15/1%	
Utilization #/%	-18%	13%	14%	0%	-1%	0%	-1%	-1%	-21%	-4%	21%	0%	-1%	0%	-1%	
Administrative Support																
Workforce #/%	1/14%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/14%	2/29%	3/43%	0/0%	0/0%	0/0%	0/0%	
CLS #/%	83,915/22%	31,620/8%	26,710/7%	440/0%	8,240/2%	130/0%	1,220/0%	725/0%	117,915/30%	51,150/13%	51,380/13%	775/0%	8,700/2%	145/0%	2,695/1%	
Utilization #/%	-7%	-8%	-7%	-0%	-2%	-0%	-0%	-0%	-16%	15%	30%	-0%	-2%	-0%	-1%	
Skilled Craft																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	
CLS #/%	46,665/35%	63,745/48%	9,495/7%	360/0%	3,815/3%	35/0%	770/1%	470/0%	2,600/2%	2,220/2%	1,320/1%	10/0%	795/1%	0/0%	20/0%	
Utilization #/%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	
Service/Maintenance																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	
CLS #/%	56,720/16%	113,410/32%	38,000/11%	495/0%	7,265/2%	360/0%	1,345/0%	850/0%	32,325/9%	62,010/18%	28,865/8%	435/0%	6,600/2%	95/0%	1,230/0%	
Utilization #/%	%	2%	%	%	%	%	%	%	%	%	%	%	%	%	%	

Significant Underutilization Chart

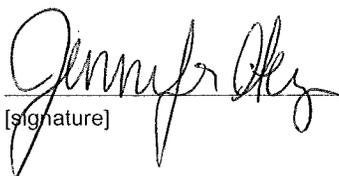
Job Categories	Male						Female									
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Protective Services: Sworn-Patrol Officers									✓	✓	✓					

Law Enforcement Category Rank Chart

Job Categories	Male							Female								
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Protective Services:																
Sworn - Sergeant																
Workforce #/%	5/83%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/17%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services:																
Sworn - Lieutenants																
Workforce #/%	5/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services:																
Sworn - Assistant Chief																
Workforce #/%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services:																
Sworn-Chief																
Workforce #/%	0/0%	0/0%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services:																
Sworn-Patrol Officers																
Workforce #/%	33/70%	6/13%	5/11%	0/0%	0/0%	0/0%	0/0%	0/0%	1/2%	1/2%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%

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

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



[signature]

HR Manager

[title]

2/17/2015

[date]

