

# EEO Utilization Report

## Organization Information

Name: City Of Ocala

City: Ocala

State: FL

Zip: 34471

Type: County/Municipal Government (not law enforcement)

## **Step 1: Introductory Information**

### **Policy Statement:**

The City of Ocala realizes that equal employment opportunity benefits the City and its employees through the full utilization of all human resources. The City has and continues to provide equal employment opportunity to all qualified persons and reaffirms its commitment that there shall be no discrimination against, or harassment of, applicants or employees because of race, gender, sexual orientation, marital status, color, religion, ethnic background, national origin, age, genetic information, pregnancy, political affiliation, disability, veterans status, or any other protected status.

The City will continue to recruit, hire, promote, transfer, take corrective action, and make all personnel decisions, including those related to compensation and benefits, in accordance with applicable laws. The City will make reasonable accommodations for applicants and employees with disabilities who can perform the essential job functions, with or without such accommodations.

The City requires all employees to report any information regarding any incident of possible discrimination or harassment so that the matter can be properly investigated and appropriate action taken. Any employee who violates the City's Equal Employment Opportunity, Sexual Harassment, or Non-Discrimination policies will be subject to disciplinary action up to and including termination.

## Step 4b: Narrative of Interpretation

In reviewing the Utilization Analysis Chart, the Human Resources & Risk Management Office for the City of Ocala made the following observations comparing the department workforce to the relevant labor market:

1. White females were significantly underrepresented in the following categories: Protective Services: Sworn (-16%), Protective Services: Non-Sworn (-8%), Professionals (-24%), and Service/Maintenance (-30%).
2. Black or African American females were significantly underrepresented in the following categories: Protective Services: Sworn (-8%), Protective Services: Non-Sworn (-13%), Technicians (-7%), and Service/Maintenance (-9%).
3. Hispanic or Latino females were significantly underrepresented in the Service/Maintenance category (-6%).
4. White males were significantly underrepresented in the following categories: Officials/Administrators (-32%), Administrative Support (-12%), and Technicians (-7%).
5. Hispanic or Latino males were significantly underrepresented in the Service/Maintenance category (-9%).

## Step 5: Objectives and Steps

### 1. Increase recruitment campaigns to target white and Black or African American females for entry-level Sworn-Patrol Officers.

- a. To assist in recruitment in this area, the City of Ocala Police Department has created a diverse gender and ethnicity recruitment Team consisting of both sworn and non-sworn members of the Ocala Police Department.
- b. The Team shall positively promote the Department as a good agency for a career in law enforcement, personal education, and having a potential for promotional advancement or specialized duty assignments (CID, K-9, Motors, etc).
- c. The Team shall conduct recruitment and Departmental awareness activities as needed to publish the Department's needs and draw a sufficient pool of qualified candidates to construct and eligibility list from which new officers can be hired.
- d. The Team shall solicit assistance, provide information on law enforcement employment, and promote hiring opportunities from minority and protected-class community groups. When vacancies exist, the Team will make contact with representatives from protected-class organizations periodically in an effort to achieve this goal.
- e. The Team will distribute recruitment fliers to local colleges and other organizations as needed to promote the Department and assist in filling departmental vacancies.
- f. The Department will post and have recruitment literature available in the Personnel Department as needed to assist in filling staff vacancies.
- g. The Department will acquire and distribute appropriate promotional items as needed to advertise the Department and its employment opportunities.

## Step 6: Internal Dissemination

A copy of the EEOP Short Form will be placed on the City's Intranet and on the Ocala Police Department's Intranet. An email will be sent out to all employees notifying them that a copy of the EEOP Short Form is available on the Intranet.

## Step 7: External Dissemination

A copy of the EEOP Short Form will be posted on the City's website [www.ocalafl.org](http://www.ocalafl.org) and on the Ocala Police Department's website [www.ocalapd.com](http://www.ocalapd.com).



**Utilization Analysis Chart**  
**Relevant Labor Market: Marion County, Florida**

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
<b>Officials/Administrators</b>																
Workforce #/%	1/20%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	4/80%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	5,805/52%	595/5%	340/3%	0/0%	115/1%	0/0%	50/0%	0/0%	3,615/32%	200/2%	390/3%	0/0%	30/0%	15/0%	30/0%	10/0%
Utilization #/%	-32%	-5%	-3%	0%	-1%	0%	-0%	0%	48%	-2%	-3%	0%	-0%	-0%	-0%	-0%
<b>Professionals</b>																
Workforce #/%	7/41%	1/6%	2/12%	0/0%	0/0%	0/0%	0/0%	0/0%	4/24%	0/0%	3/18%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	4,775/31%	305/2%	410/3%	0/0%	240/2%	10/0%	85/1%	35/0%	7,335/48%	595/4%	1,145/7%	30/0%	195/1%	0/0%	105/1%	35/0%
Utilization #/%	10%	4%	9%	0%	-2%	-0%	-1%	-0%	-24%	-4%	10%	-0%	-1%	0%	-1%	-0%
<b>Technicians</b>																
Workforce #/%	8/21%	0/0%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	24/63%	1/3%	0/0%	0/0%	1/3%	0/0%	3/8%	0/0%
CLS #/%	970/28%	145/4%	65/2%	0/0%	80/2%	0/0%	0/0%	0/0%	1,790/52%	110/3%	235/7%	15/0%	45/1%	0/0%	0/0%	0/0%
Utilization #/%	-7%	-4%	1%	0%	-2%	0%	0%	0%	11%	-1%	-7%	-0%	1%	0%	8%	0%
<b>Protective Services: Sworn-Officials</b>																
Workforce #/%	24/65%	1/3%	2/5%	0/0%	0/0%	0/0%	0/0%	0/0%	7/19%	0/0%	2/5%	0/0%	1/3%	0/0%	0/0%	0/0%
CLS #/%	1,955/56%	115/3%	285/8%	50/1%	0/0%	0/0%	0/0%	25/1%	515/15%	20/1%	475/14%	0/0%	25/1%	0/0%	0/0%	15/0%
Utilization #/%	9%	-1%	-3%	-1%	0%	0%	0%	-1%	4%	-1%	-8%	0%	2%	0%	0%	-0%
<b>Protective Services: Sworn-Patrol Officers</b>																
Workforce #/%	74/63%	16/14%	4/3%	0/0%	0/0%	0/0%	1/1%	0/0%	17/14%	3/3%	3/3%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	5,520/41%	1,100/8%	900/7%	95/1%	0/0%	10/0%	20/0%	0/0%	4,110/30%	570/4%	1,090/8%	0/0%	25/0%	0/0%	115/1%	0/0%
Utilization #/%	22%	5%	-3%	-1%	0%	-0%	1%	0%	-16%	-2%	-5%	0%	-0%	0%	-1%	0%
<b>Protective Services: Non-sworn</b>																

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 #/%	9/43%	1/5%	2/10%	0/0%	0/0%	0/0%	0/0%	0/0%	5/24%	1/5%	3/14%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	30/28%	10/9%	4/4%	0/0%	0/0%	0/0%	0/0%	0/0%	35/32%	0/0%	30/28%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	15%	-4%	6%	0%	0%	0%	0%	0%	-8%	5%	-13%	0%	0%	0%	0%	0%
<b>Administrative Support</b>																
Workforce #/%	2/14%	0/0%	0/0%	0/0%	0/0%	0/0%	1/7%	0/0%	10/71%	0/0%	1/7%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	8,690/26%	960/3%	765/2%	20/0%	120/0%	0/0%	70/0%	85/0%	17,960/54%	1,825/5%	2,280/7%	30/0%	305/1%	20/0%	215/1%	35/0%
Utilization #/%	-12%	-3%	-2%	-0%	-0%	0%	7%	-0%	18%	-5%	0%	-0%	-1%	-0%	-1%	-0%
<b>Skilled Craft</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	9,520/74%	1,480/12%	1,010/8%	65/1%	65/1%	15/0%	65/1%	65/1%	360/3%	80/1%	105/1%	0/0%	0/0%	0/0%	25/0%	0/0%
Utilization #/%																
<b>Service/Maintenance</b>																
Workforce #/%	3/75%	0/0%	1/25%	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 #/%	11,365/35%	3,090/9%	2,720/8%	50/0%	365/1%	0/0%	80/0%	25/0%	9,900/30%	1,835/6%	2,805/9%	85/0%	305/1%	50/0%	95/0%	80/0%
Utilization #/%	40%	-9%	17%	-0%	-1%	0%	-0%	-0%	-30%	-6%	-9%	-0%	-1%	-0%	-0%	-0%

### 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
<b>Protective Services: Sworn-Patrol Officers</b>									✓		✓					

### 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
<b>Chief of Police</b>																
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%
<b>Deputy Chief of Police</b>																
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%
<b>Police Captain</b>																
Workforce #/%	4/80%	0/0%	1/20%	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%
<b>Police Lieutenant</b>																
Workforce #/%	4/67%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/17%	0/0%	0/0%	0/0%	1/17%	0/0%	0/0%	0/0%
<b>Police Major</b>																
Workforce #/%	1/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/33%	0/0%	1/33%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Police Sergeant</b>																
Workforce #/%	13/62%	1/5%	1/5%	0/0%	0/0%	0/0%	0/0%	0/0%	5/24%	0/0%	1/5%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Protective Services: Sworn-Patrol Officers</b>																
Workforce #/%	74/63%	16/14%	4/3%	0/0%	0/0%	0/0%	1/1%	0/0%	17/14%	3/3%	3/3%	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 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: Jared Sorensen

Human Resources and Risk Management Director04-23-2018

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[signature]

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