

# EEO Utilization Report

## Organization Information

Name: West Valley City Police Department

City: West Valley City

State: UT

Zip: 84119

Type: County/Municipal Law Enforcement

## **Step 1: Introductory Information**

### **Policy Statement:**

West Valley City is an Equal Opportunity Employer and selects, hires, promotes, and compensates employees without regard to race, religion, age, disability, gender, sexual orientation, color, national origin, or any other non-meritorious factor. The City evaluates applicants for employment or candidates for promotion based upon their knowledge, skills, experience, education, and potential for job performance consistent with the needs of the position.

It is the policy of West Valley City to comply with all federal and state laws concerning the employment of persons with disabilities and to act in accordance with regulations and guidance issued by the EEOC. Furthermore, it is our policy not to discriminate against qualified individuals with disabilities in regard to application procedures, hiring, advancement, termination, compensation, training, or other terms, conditions, and privileges of employment.

The West Valley City Police Department has enacted policy 328.2

The West Valley City Police Department is an equal opportunity employer and is committed to creating and maintaining a work environment that is free of all forms of discriminatory harassment, including sexual harassment and retaliation. The Department will not tolerate discrimination against employees in hiring, promotion, discharge, compensation, fringe benefits and other privileges of employment. The Department will take preventive and corrective action to address any behavior that violates this policy or the rights it is designed to protect (Utah AntiDiscrimination Act, Utah Code, Title 34A, Chapter 5).

The nondiscrimination policies of the Department may be more comprehensive than state or federal law. Conduct that violates this policy may not violate state or federal law but still could subject an employee to discipline.

## **Step 4b: Narrative of Interpretation**

After reviewing the Utilization Analysis Chart, West Valley City Police recognize the underutilization of females in Protective Services: Sworn-Patrol Officers. Specifically - 18% White Female and - 14% Hispanic or Latino Female. It is noteworthy to address the underutilization of -11% Hispanic Male in the same category. The West Valley City Police Department strives to attract a broad and diverse applicant pool in its hiring practices but recognizes these underutilizations. The West Valley City Police Department has examined recruiting practices to broaden the reach to our underutilized communities.

## **Step 5: Objectives and Steps**

### **1. Research current practices and determine how and where to broaden sworn recruiting messages to reach more women and Hispanic men.**

- a. Maintain and update a professional recruitment brochure featuring current agency photos which feature minority and female sworn personnel.
- b. Make current brochures available at all times in the front lobby of the police department and in the front office at human resources.
- c. Maintain and continue to promote the current recruitment video. The training section will check with local Hispanic television channels in an attempt to get them to air our recruitment video. The training section will also check with our local theaters and see if they will play the recruiting video before movies. These might have budget constraints that will not make them feasible.
- d. Maintain a professional recruitment poster to be used at job fairs and local events.
- e. Utilize minority and female sworn personnel to attend area career fairs and job fairs as they arise.
- f. As they present themselves, attend career fairs and transition events for those leaving the military.
- g. Work with local churches and community organizations with substantial minority memberships to advertise through their internal publications and bulletin boards.
- h. Within the available budget, lease a billboard in an area with higher than average minority population. If available, a billboard would be created using current sworn female and minority personnel.
- i. Identify events that are occurring in West Valley City, whether at Granger High, the UCCC, the Maverick Center or USANA Amphitheater, and have recruiting information available at those events.

## **Step 6: Internal Dissemination**

The West Valley City Police Department plans to disseminate our EEO Utilization Report internally by:

1. Posting the EEO Report on our PowerDMS system which is an in-house electronic training and document sharing site that only employees can access.
2. Require employees to log-in to the PowerDMS site and acknowledge the availability of the EEO Utilization Report.

## **Step 7: External Dissemination**

The West Valley City Police Department will Post a copy of the EEO Utilization Report on the WVCPD's public website.

**Utilization Analysis Chart**  
**Relevant Labor Market: West Valley City, Utah**

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 #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	3,540/50%	320/5%	35/0%	15/0%	45/1%	55/1%	34/0%	0/0%	2,550/36%	350/5%	30/0%	0/0%	60/1%	10/0%	0/0%	25/0%
Utilization #/%																
<b>Professionals</b>																
Workforce #/%	4/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	8/67%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	3,965/50%	85/1%	100/1%	0/0%	185/2%	55/1%	10/0%	0/0%	3,050/39%	195/2%	30/0%	40/1%	95/1%	10/0%	80/1%	10/0%
Utilization #/%	-17%	-1%	-1%	0%	-2%	-1%	-0%	0%	28%	-2%	-0%	-1%	-1%	-0%	-1%	-0%
<b>Technicians</b>																
Workforce #/%	6/20%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	18/60%	3/10%	1/3%	0/0%	0/0%	2/7%	0/0%	0/0%
CLS #/%	500/52%	0/0%	0/0%	0/0%	25/3%	0/0%	0/0%	0/0%	325/34%	100/10%	0/0%	0/0%	15/2%	0/0%	0/0%	0/0%
Utilization #/%	-32%	0%	0%	0%	-3%	0%	0%	0%	26%	-0%	3%	0%	-2%	7%	0%	0%
<b>Protective Services: Sworn-Officials</b>																
Workforce #/%	31/84%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	5/14%	0/0%	0/0%	0/0%	0/0%	1/3%	0/0%	0/0%
CLS #/%	610/73%	25/3%	20/2%	0/0%	25/3%	0/0%	0/0%	0/0%	150/18%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	10%	-3%	-2%	0%	-3%	0%	0%	0%	-5%	0%	0%	0%	0%	3%	0%	0%
<b>Protective Services: Sworn-Patrol Officers</b>																
Workforce #/%	135/81%	15/9%	3/2%	0/0%	3/2%	3/2%	0/0%	0/0%	7/4%	0/0%	0/0%	0/0%	0/0%	1/1%	0/0%	0/0%
Civilian Labor Force #/%	2,930/30%	1,955/20%	65/1%	80/1%	200/2%	310/3%	20/0%	10/0%	2,175/23%	1,335/14%	0/0%	55/1%	300/3%	165/2%	10/0%	4/0%
Utilization #/%	50%	-11%	1%	-1%	-0%	-1%	-0%	-0%	-18%	-14%	0%	-1%	-3%	-1%	-0%	-0%
<b>Protective Services: Non-sworn</b>																
Workforce #/%	18/31%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	40/68%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	10/12%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	55/69%	15/19%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%

Job Categories	Male							Female								
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Utilization #/%	18%	2%	0%	0%	0%	0%	0%	0%	-1%	-19%	0%	0%	0%	0%	0%	0%
<b>Administrative Support</b>																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	4/80%	1/20%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	5,640/31%	760/4%	105/1%	30/0%	70/0%	30/0%	55/0%	25/0%	8,855/49%	1,720/10%	110/1%	40/0%	260/1%	265/1%	100/1%	25/0%
Utilization #/%	-31%	-4%	-1%	-0%	-0%	-0%	-0%	-0%	31%	10%	-1%	-0%	-1%	-1%	-1%	-0%
<b>Skilled Craft</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	3,510/72%	915/19%	4/0%	115/2%	70/1%	55/1%	0/0%	25/1%	150/3%	19/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%																
<b>Service/Maintenance</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	5,675/44%	1,820/14%	295/2%	30/0%	210/2%	205/2%	90/1%	30/0%	2,295/18%	1,500/12%	260/2%	90/1%	190/1%	125/1%	50/0%	15/0%
Utilization #/%																

### 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>Technicians</b>	✓															
<b>Protective Services: Sworn-Patrol Officers</b>		✓							✓				✓			
<b>Protective Services: Non-sworn</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</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</b>																
Workforce #/%	1/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/67%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Lieutenant</b>																
Workforce #/%	11/85%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/15%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Sergeant</b>																
Workforce #/%	18/90%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/5%	0/0%	0/0%	0/0%	0/0%	1/5%	0/0%	0/0%	0/0%
<b>Protective Services: Sworn-Patrol Officers</b>																
Workforce #/%	135/81%	15/9%	3/2%	0/2%	3/2%	3/2%	0/0%	7/4%	0/0%	0/0%	0/0%	0/0%	1/1%	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: Julia Jorgensen

Lieutenant

08-16-2017

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