

EEO Utilization Report

Organization Information

Name: City Of Newark

City: Newark

State: OH

Zip: 43055

Type: County/Municipal Government (not law enforcement)

Step 1: Introductory Information

Policy Statement:

October 18, 2022

RE: Equal Employment Opportunity

All Employees,

I reaffirm the City of Newark Ohio's commitment to Equal Employment Opportunity and bring to the attention of all employees these objectives are reflected in all aspects of our daily operations. We shall continue to recruit, hire, train, and promote in all areas of employment without regard race, color, sex, gender identity, gender expression, religion, age, national origin or ancestry, citizenship, physical or mental disability, medical condition, family care status, marital status, domestic partner status, sexual orientation, genetic information, military or veteran status, or any other basis protected by federal, state or local laws, except where disability is a bona fide occupational disqualification or said person is not qualified.

Every effort is being made to ensure all employment decisions, City programs, and personnel actions are administered in conformance with the principle of Equal Employment Opportunity. Each of us has an individual responsibility to support these objectives and to ensure this policy is fully implemented and carried out within our organization. We will continue to advertise as an equal employment opportunity employer and to provide applications so that they are easily accessible to all applicants on our website at www.newarkohio.gov.

We all share the responsibility for meeting the challenges of our business objectives. Equally, we all must assume a leading role in being accountable for making our Equal Opportunity Policy work effectively.

If you have any questions or complaints about, or would like to review, our Equal Employment Opportunity Plan, please contact Bill Spurgeon, Director of Human Resources during regular business hours.

Jeff Hall
Mayor

Following File has been uploaded:2022 EEOP Statement.pdf

Step 4b: Narrative of Interpretation

In reviewing the Utilization Analysis Chart, the Human Resources Department for the City of Newark made the following observations:

1. White females were under-represented in the following job categories: Protective Services Sworn Patrol Officers (-24%) and Protective Services Non-Sworn (-79%).
2. White males were under-represented in the Administrative Support job category by -17%.

In reviewing the City's 2017 EEOP Utilization Report, we were able to track improvements in the recruitment of white females in the Protective Services Sworn Patrol Officers job category. In keeping with the City's commitment to Equal Employment Opportunity we will continue our efforts to attract males and females in the under-represented job categories as positions become available.

Step 5: Objectives and Steps

1. To provide Equal Employment Opportunities for qualified males in the Administrative Support category as positions become available.

- a. We will continue to recruit in this under-represented category utilizing the City's website and Governmentjobs.com along with encouraging males to apply for such positions.

2. Identify any barriers in recruitment that might deter females from applying for Police Officer positions.

- a. NPD has created a police officer group for women within the department to discuss the challenges women face in Law Enforcement and specific training.
- b. NPD will review and identify if anything in the recruitment process might be changed to encourage more females to apply.

3. Building a relationship with the Community and bridging the gap with our youth.

- a. NPD is focused on Community involvement outside of taking calls for service. They are involved with COPs and KIDs, Cookies with a Cop, Shop with a Cop, Starfish program, reading with kids, Big Brothers Big Sisters, Boys and Girls Club, the Yes Club, Par Excellence after school program, provide self defense classes for women, Drug Take Back program, Trunk or Treat with local schools, and a youth mentoring program. In addition, they have the Citizen Police Academy which is an 8-week program that provides the Community an insiders view of the Newark Police Department and law enforcement.
- b. NPD will continue to analyze the Community's needs and how they can offer support.

4. To provide Equal Employment Opportunities for qualified females in the Protective Services: Sworn and Non-Sworn job categories as positions become available.

- a. We will continue to recruit in these under-represented categories utilizing the City's website, National Testing Network, The Central Ohio Firefighter Testing Consortium, recruiting events with a female presence when available, and Governmentjobs.com.

Step 6: Internal Dissemination

Distribute a copy of the EEOP Utilization Report to all of our supervisors, department heads, and elected officials.

Post a copy of the EEOP Utilization Report on the City's intranet service, an in-house electronic communication network that only employees can access.

Include a copy of the EEOP Utilization Report among the materials displayed outside the Human Resources Office.

Step 7: External Dissemination

Post a copy of the EEOP Utilization Report on the City's public website.

Notify contractors and vendors that do business with the City that a copy of the City's EEOP Utilization Report is available on request.

Include that the City is an Equal Opportunity Employer on all job announcements for City positions and that applicants may obtain a copy of the City's EEOP Utilization Report on request.

Utilization Analysis Chart
Relevant Labor Market: Licking County, Ohio

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 #/%	23/88%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	3/12%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	3,745/58%	0/0%	155/2%	0/0%	25/0%	0/0%	34/1%	0/0%	2,330/36%	15/0%	70/1%	0/0%	25/0%	0/0%	15/0%	20/0%
Utilization #/%	30%	0%	-2%	0%	-0%	0%	-1%	0%	-25%	-0%	-1%	0%	-0%	0%	-0%	-0%
Professionals																
Workforce #/%	17/77%	0/0%	0/0%	0/0%	1/5%	0/0%	0/0%	0/0%	4/18%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	3,460/37%	85/1%	240/3%	0/0%	135/1%	0/0%	10/0%	0/0%	5,165/55%	40/0%	105/1%	0/0%	115/1%	0/0%	29/0%	0/0%
Utilization #/%	40%	-1%	-3%	0%	3%	0%	-0%	0%	-37%	-0%	-1%	0%	-1%	0%	-0%	0%
Technicians																
Workforce #/%	16/89%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/11%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	615/40%	0/0%	95/6%	0/0%	10/1%	0/0%	4/0%	0/0%	795/52%	4/0%	0/0%	0/0%	0/0%	0/0%	15/1%	0/0%
Utilization #/%	49%	0%	-6%	0%	-1%	0%	-0%	0%	-41%	-0%	0%	0%	0%	0%	-1%	0%
Protective Services: Sworn-Officials																
Workforce #/%	14/93%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	800/83%	0/0%	20/2%	0/0%	0/0%	0/0%	4/0%	0/0%	120/13%	0/0%	0/0%	0/0%	15/2%	0/0%	0/0%	0/0%
Utilization #/%	10%	0%	-2%	0%	0%	0%	-0%	0%	-6%	0%	0%	0%	-2%	0%	0%	0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	47/87%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	7/13%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	4,205/58%	95/1%	75/1%	0/0%	0/0%	0/0%	66/1%	15/0%	2,660/36%	25/0%	84/1%	0/0%	10/0%	0/0%	45/1%	10/0%
Utilization #/%	29%	-1%	-1%	0%	0%	0%	-1%	-0%	-24%	-0%	-1%	0%	-0%	0%	-1%	-0%
Protective Services: Non-sworn																
Workforce #/%	65/88%	2/3%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%	5/7%	0/0%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	10/14%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	60/86%	0/0%	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 #/%	74%	3%	1%	0%	0%	0%	0%	0%	-79%	0%	1%	0%	0%	0%	0%	0%
Administrative Support																
Workforce #/%	9/13%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	61/86%	0/0%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	4,635/30%	115/1%	150/1%	0/0%	85/1%	0/0%	10/0%	0/0%	9,740/62%	115/1%	440/3%	30/0%	60/0%	30/0%	200/1%	25/0%
Utilization #/%	-17%	-1%	-1%	0%	-1%	0%	-0%	0%	24%	-1%	-1%	-0%	-0%	-0%	-1%	-0%
Skilled Craft																
Workforce #/%	39/89%	1/2%	0/0%	0/0%	0/0%	0/0%	2/5%	0/0%	2/5%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	5,185/88%	55/1%	165/3%	4/0%	20/0%	0/0%	105/2%	30/1%	295/5%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	0%	1%	-3%	-0%	-0%	0%	3%	-1%	-0%	0%	0%	0%	0%	0%	0%	0%
Service/Maintenance																
Workforce #/%	2/40%	0/0%	2/40%	0/0%	0/0%	0/0%	0/0%	0/0%	1/20%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	10,560/53%	155/1%	335/2%	4/0%	95/0%	0/0%	119/1%	25/0%	7,890/40%	105/1%	375/2%	10/0%	120/1%	0/0%	80/0%	30/0%
Utilization #/%	-13%	-1%	38%	-0%	-0%	0%	-1%	-0%	-20%	-1%	-2%	-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
Protective Services: Sworn-Patrol Officers									✓							
Protective Services: Non-sworn									✓							
Administrative Support	✓															

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
Police 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%
Deputy Police Chief																
Workforce #/%	3/100%	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%
Sergeant																
Workforce #/%	10/91%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/9%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	47/87%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	7/13%	0/0%	0/0%	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: Christina Barth

Assistant Director of Human Resources

10-26-2022

[signature]

[title]

[date]