

EEO Utilization Report

Organization Information

Name: City Of Norwalk

City: Norwalk

State: IA

Zip: 50211

Type: Other

Step 1: Introductory Information

Policy Statement:

See Attached file for our AA Plan

Following File has been uploaded:AA Plan City of Norwalk.pdf

Step 4b: Narrative of Interpretation

The City of Norwalk Human Resources Department has reviewed the Utilization Analyses comparing the City's workforce to the relevant labor market and noted major statistical difference between male and female employees in the City of Norwalk workforce.

According to Census.gov the population of Norwalk 97.6% white and Warren County 96.8% white. All other minority groups have less than 3% in each category. Des Moines has a white population of 76.1% Polk county is 85.3% white. On the Department of Justice website it states:

What if the total number of minorities in a recipient's service population is less than 3 percent?

If the total number of minorities (i.e., non-Whites) in a recipient's service population is less than 3 percent, the recipient should provide only information on men and women in its EEO Report. The recipient would still report on the number of men and women in its workforce, perform a utilization analysis based on sex, and develop objectives and steps to address any significant underutilization.

Therefore, the City is only providing information on under-representation for men and women.

1. White males are significantly under-represented in the following job category: Administrative Support (-32%).
2. White Females are significantly under-represented in the following job categories: Professionals (-37%), Technicians, (-25%) Protective Services: Sworn (-10) and Skills Craft (-6).

In keeping with the City of Norwalk commitment to valuing and managing diversity, the City will continue to monitor its recruitment and retention policies to seek ways to attract more males into the administrative support positions and females in to the areas outlined above.

Following File has been uploaded: EEO Utilization Report Narrative Norwalk.pdf

Step 5: Objectives and Steps

1. Objectives and Steps 1. To encourage the underrepresented group to apply for vacancies in the Administrative Support. 2. To encourage the underrepresented group to apply for vacancies in the professionals, technicians, protective services: sworn and skilled craft.

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- a. 2. To encourage the underrepresented group to apply for vacancies in the professionals, technicians, protective services: sworn and skilled craft.

Step 6: Internal Dissemination

1. Distribute a hard copy of the EEO Utilization Report to all employees at a Director Level for review.
2. Send an e-mail to all employees, to let them know a copy of the EEO Utilization Report is available on request.

Step 7: External Dissemination

1. A notice will be posted of the EEO Utilization Report on the City's Human Resources section of the public website with a link making the EEO Utilization Report available.
2. The EEO Utilization Report will be made available upon request from the Human Resources Department

Utilization Analysis Chart
Relevant Labor Market: Warren County, Iowa

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 #/%	6/55%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	5/45%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	700/61%	0/0%	15/1%	0/0%	10/1%	0/0%	0/0%	0/0%	410/36%	19/2%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-6%	0%	-1%	0%	-1%	0%	0%	0%	10%	-2%	0%	0%	0%	0%	0%	0%
Professionals																
Workforce #/%	8/73%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	3/27%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	780/35%	0/0%	0/0%	0/0%	0/0%	0/0%	4/0%	0/0%	1,440/64%	20/1%	0/0%	0/0%	0/0%	0/0%	0/0%	10/0%
Utilization #/%	38%	0%	0%	0%	0%	0%	-0%	0%	-37%	-1%	0%	0%	0%	0%	0%	-0%
Technicians																
Workforce #/%	1/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	35/19%	0/0%	10/6%	0/0%	0/0%	0/0%	0/0%	0/0%	135/75%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	31%	0%	-6%	0%	0%	0%	0%	0%	-25%	0%	0%	0%	0%	0%	0%	0%
Protective Services: Sworn																
Workforce #/%	11/73%	1/7%	0/0%	0/0%	0/0%	0/0%	1/7%	0/0%	2/13%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	80/62%	0/0%	20/15%	0/0%	0/0%	0/0%	0/0%	0/0%	30/23%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	12%	7%	-15%	0%	0%	0%	7%	0%	-10%	0%	0%	0%	0%	0%	0%	0%
Protective Services: Non-sworn																
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%
Civilian Labor Force #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	15/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Administrative Support																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	7/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	945/32%	0/0%	0/0%	0/0%	0/0%	0/0%	15/1%	0/0%	1,950/66%	0/0%	10/0%	0/0%	10/0%	0/0%	4/0%	0/0%
Utilization #/%	-32%	0%	0%	0%	0%	0%	-1%	0%	34%	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
Skilled Craft																
Workforce #/%	15/100%	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 #/%	1,075/93%	14/1%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	70/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	7%	-1%	0%	0%	0%	0%	0%	0%	-6%	0%	0%	0%	0%	0%	0%	0%
Service/Maintenance																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	1,445/44%	80/2%	4/0%	0/0%	0/0%	0/0%	20/1%	0/0%	1,620/49%	55/2%	0/0%	0/0%	60/2%	0/0%	15/0%	15/0%
Utilization #/%																

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: Ronee Wagener

Human Resources Director

05-09-2019

[signature]

[title]

[date]