

# EEO Utilization Report

## Organization Information

Name: City Of Westminster

City: Westminster

State: CO

Zip: 80031

Type: County/Municipal Law Enforcement

## **Step 1: Introductory Information**

### **Policy Statement:**

The City of Westminster "will not discriminate against qualified individuals with disabilities on the basis of disabilities in its services, programs or activities." Please find attached the City of Westminster's Non-Discrimination Policy.

Following File has been uploaded:COW Non-Discrimination.pdf

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

There is an underutilization of Hispanic or Latino men at the Sworn Patrol Officer level as well as underutilization of White Hispanic or Latino, and Black female at the Sworn Patrol Officer level. As we continue to develop sworn officers (i.e. Patrol Officers, Traffic Officers, Detectives and all levels of Supervisors) through mentor programs, leadership classes and Police Officer Trainee programs, a more diverse applicant pool for entry and higher level positions should emerge. We believe that improving organizational diversity, benefits not only our department but the community we serve.

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

### **1. Continue to proactively pursue highly qualified candidates to select the Police Department as an employer of choice.**

- a. By posting on social media, word of mouth, national publications, City's Job Openings (Employment) and the PD's Recruiting websites and attending local career fairs such as the Hispanic Recruiting Fair, the PD has been successful in the recruitment and retention of diverse sworn and non-sworn personnel.
- b. The Police Department continues to evaluate a Police Officer Trainee program with little or no previous law enforcement experience. This encourages diversity because it is hiring candidates that may or may not be able to afford attending an academy on their own; Westminster is committed to hiring not only lateral Police Officer but as well as Police Officer Trainees.

### **2. Committed to delivering exceptional value and quality of life through SPIRIT (Service, Pride, Integrity, Responsibility, Innovation and Teamwork) to all citizens and employees.**

- a. The Police Department adheres to the City's Equal Employment Opportunity and Advancement criteria to ensure the most qualified candidates are given the opportunity to apply and be identified and selected for each position without bias or prejudice toward any gender, race, age group, religious affiliation, ethnicity, or disability.

## **Step 6: Internal Dissemination**

The EEO Utilization Report can be found at the following locations:

1. Posted on the Intranet (an in-house, electronic communication service that only employees can access).
2. Posting notification on bulletin boards found within employee break areas on how to obtain a copy of report.
3. Posting electronically with a hard copy memoranda to every employee stating that a copy of the report is available upon request within the Human Resource office.

## **Step 7: External Dissemination**

Continue to post EEO information on the City of Westminster website, job announcements, and job application, as well as post EEO Utilization Report on City of Westminster Police Department website and post EEO Utilization Report and EEO informational sheet at City Facilities.

**Utilization Analysis Chart**  
**Relevant Labor Market: Colorado**

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 #/%	4/80%	0/0%	0/0%	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 #/%	182,105/5 2%	16,730/5 %	4,125/1%	640/0%	4,210/1%	90/0%	1,695/0%	725/0%	117,545/3 3%	13,485/4 %	3,995/1%	735/0%	3,160/1%	55/0%	1,600/0%	285/0%
Utilization #/%	28%	-5%	-1%	-0%	-1%	-0%	-0%	-0%	-13%	-4%	-1%	-0%	-1%	-0%	-0%	-0%
<b>Professionals</b>																
Workforce #/%	7/30%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	13/57%	3/13%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	198,335/4 0%	14,240/3 %	5,850/1%	815/0%	10,475/2 %	215/0%	2,545/1%	1,175/0%	219,035/4 5%	19,135/4 %	5,625/1%	1,150/0%	8,345/2%	285/0%	3,115/1%	1,065/0%
Utilization #/%	-10%	-3%	-1%	-0%	-2%	-0%	-1%	-0%	12%	9%	-1%	-0%	-2%	-0%	-1%	-0%
<b>Technicians</b>																
Workforce #/%	25/42%	4/7%	1/2%	0/0%	0/0%	0/0%	1/2%	0/0%	20/34%	6/10%	1/2%	0/0%	0/0%	0/0%	0/0%	1/2%
CLS #/%	25,750/41 %	3,290/5%	740/1%	105/0%	1,215/2%	0/0%	350/1%	210/0%	23,815/38 %	3,965/6%	875/1%	190/0%	1,065/2%	0/0%	520/1%	240/0%
Utilization #/%	1%	2%	1%	-0%	-2%	0%	1%	-0%	-4%	4%	0%	-0%	-2%	0%	-1%	1%
<b>Protective Services: Sworn-Officials</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	25,650/61 %	4,520/11 %	2,130/5%	365/1%	500/1%	30/0%	470/1%	100/0%	6,125/15 %	1,375/3%	555/1%	155/0%	155/0%	0/0%	35/0%	70/0%
Utilization #/%																
<b>Protective Services: Sworn-Patrol Officers</b>																
Workforce #/%	130/67%	27/14%	3/2%	1/1%	5/3%	0/0%	3/2%	0/0%	18/9%	6/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	71,500/36 %	39,680/20 %	5,185/3%	920/0%	1,720/1%	410/0%	1,745/1%	540/0%	44,150/22 %	22,890/12 %	4,110/2%	650/0%	1,730/1%	195/0%	1,250/1%	355/0%
Utilization #/%	31%	-6%	-1%	0%	2%	-0%	1%	-0%	-13%	-9%	-2%	-0%	-1%	-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 #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	2,090/41%	380/7%	50/1%	25/0%	0/0%	0/0%	30/1%	10/0%	2,080/41%	270/5%	15/0%	0/0%	30/1%	0/0%	120/2%	0/0%
Utilization #/%																
<b>Administrative Support</b>																
Workforce #/%	4/13%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	24/80%	2/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	182,885/29%	30,900/5%	9,680/2%	1,065/0%	5,345/1%	250/0%	2,915/0%	1,085/0%	303,190/48%	58,835/9%	14,305/2%	2,320/0%	8,590/1%	375/0%	4,410/1%	1,690/0%
Utilization #/%	-16%	-5%	-2%	-0%	-1%	-0%	-0%	-0%	32%	-3%	-2%	-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 #/%	148,100/65%	55,475/24%	4,155/2%	1,645/1%	2,370/1%	260/0%	1,860/1%	540/0%	8,935/4%	2,050/1%	205/0%	185/0%	730/0%	10/0%	145/0%	75/0%
Utilization #/%																
<b>Service/Maintenance</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%
CLS #/%	192,630/33%	105,605/18%	14,640/3%	2,195/0%	9,445/2%	590/0%	3,715/1%	1,225/0%	154,545/26%	71,445/12%	10,005/2%	2,085/0%	10,405/2%	335/0%	3,360/1%	1,080/0%
Utilization #/%	67%	-18%	-3%	-0%	-2%	-0%	-1%	-0%	-26%	-12%	-2%	-0%	-2%	-0%	-1%	-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>Protective Services: Sworn-Patrol Officers</b>																
Workforce #/%	130/67%	27/14%	3/2%	1/3%	5/3%	0/0%	3/2%	0/0%	18/9%	6/3%	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: Jeri Elliott

Contracts & Grants Coordinator

01-24-2023

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