

# EEO Utilization Report

## Organization Information

Name: COUNTY OF SANTA ROSA

City: MILTON

State: FL

Zip: 32583-7913

Type: County/Municipal Law Enforcement

## **Section 1: EEO Policy Statement**

### **Policy Statement:**

Non-discrimination policy is uploaded as General Order D-008.

Following File has been uploaded:D-008 - Harassment and Discrimination (2).doc

## Section 5: Narrative Interpretation of Data

In reviewing the Utilization Analysis Chart: Statistical Significant Underutilizations, the Human Resources Office for the Santa Rosa County Sheriff's Office (SRCSO) made the following observations:

Given the small numbers in the job categories Officials/Administrators (9), Protective Services: Sworn-Patrol Officers (173), Protective Services: Non-Sworn (114), and Administrative Support (90), it is difficult to interpret the level of underutilization in each job category as significant in relation to the relevant community labor market; nonetheless, it is noteworthy to address:

In respect to Officials/Administrators, there is an underutilization of White Males (-33%); Protective Services: SwornPatrol Officers there is an underutilization of Two or More Races/ Other Females (-100%); Administrative Support represents an underutilization of White Males (-62%) and Hispanic or Latino Males (-6%); Protective Services: Non-Sworn where there is an underutilization of Hispanic or Latino Males (-3%), White Females (-29%), Hispanic or Latino Females (-3%), and Asian Females (-3%).

In keeping with the SRCSOs commitment to having a workforce that reflects the community it serves, the SRCSO will examine its recruitment and retention practices to see if there may be ways to attract more applicants for the following significantly underutilized areas:

Officials/Administrators, White Males (-33%)

Protective Services: SwornPatrol Officers, Two or More Races/ Other Females (-100%)

Administrative Support, White Males (-62%)

Protective Services: Non-Sworn, White Females (-29%)

## Section 6: Objectives and Steps

### 1. Identify recruitment events that are in areas heavily populated by the underutilized populations and attempted to target recruitment in those areas.

- a. The SRCSO will identify recruitment events, whether in-person or virtual, that have a higher attendance rate of the target underutilized category(ies) and attempt to obtain knowledge and insight into how to better recruit and retain applicants for positions.
- b. The SRCSO will closely evaluate applicant feedback to determine how to make the agency more appealing to individuals who have been identified as underutilized and attempt to implement changes to enhance recruitment.

### 2. Identify any barriers in retention/recruitment of qualified individuals.

- a. The SRCSO will continue to follow the agency's policy on providing an exit interview to all voluntarily departing members to obtain valuable information regarding perceived issues in policies/procedures that may affect the recruitment/retention of the underutilized areas.
- b. The SRCSO will utilize information obtained to enact changes where necessary to improve member experiences to enhance the recruitment process and increase tenure.

## Section 7: Dissemination Strategy: Internal

The agency's EEO Utilization Report is disseminated internally through three methods as follows:

1. A copy of the completed EEOP Utilization Report is emailed to all agency members through the agency's email system.
2. A physical copy is posted on the Human Resources bulletin board in the main agency hallway accessible by all agency members.
3. A copy of the completed EEOP Utilization Report is published in the agency's PowerDMS system accessible by all contract employees and members of the agency.

## Section 7: Dissemination Strategy: External

The EEOP Utilization Report is disseminated externally via the following method:

1. Post a copy of the EEOP Utilization Report on the SRCSSO's public website.
2. A copy of the EEOP Utilization Report is posted on the bulletin board for review.

**Utilization Analysis Chart**  
**Relevant Labor Market: Santa Rosa 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 #/%	2/22%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	7/78%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,400/56%	125/3%	20/0%	35/1%	15/0%	0/0%	10/0%	1,440/33%	90/2%	10/0%	0/0%	25/1%	40/1%	100/2%
Utilization #/%	-33%	-3%	-0%	-1%	-0%	0%	-0%	44%	-2%	-0%	0%	-1%	-1%	-2%
<b>Professionals</b>														
Workforce #/%	5/45%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	6/55%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,245/29%	140/2%	155/2%	0/0%	115/1%	0/0%	60/1%	4,245/55%	210/3%	205/3%	10/0%	110/1%	15/0%	195/3%
Utilization #/%	16%	-2%	-2%	0%	-1%	0%	-1%	-1%	-3%	-3%	-0%	-1%	-0%	-3%
<b>Technicians</b>														
Workforce #/%	2/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	3/50%	1/17%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,010/40%	65/3%	50/2%	0/0%	10/0%	0/0%	25/1%	1,090/43%	100/4%	95/4%	20/1%	55/2%	0/0%	30/1%
Utilization #/%	-6%	-3%	-2%	0%	-0%	0%	-1%	7%	13%	-4%	-1%	-2%	0%	-1%
<b>Protective Services: Sworn-Officials</b>														
Workforce #/%	57/88%	1/2%	2/3%	0/0%	1/2%	0/0%	0/0%	4/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,000/71%	85/6%	85/6%	0/0%	4/0%	0/0%	15/1%	145/10%	10/1%	35/2%	15/1%	0/0%	0/0%	10/1%
Utilization #/%	16%	-5%	-3%	0%	1%	0%	-1%	-4%	-1%	-2%	-1%	0%	0%	-1%
<b>Protective Services: Sworn-Patrol Officers</b>														
Workforce #/%	132/76%	4/2%	3/2%	6/3%	5/3%	0/0%	1/1%	20/12%	0/0%	2/1%	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%	0/0%	0/0%	0/0%	0/0%	0/0%	10/100%
Utilization #/%	76%	2%	2%	3%	3%	0%	1%	12%	0%	1%	0%	0%	0%	-100%
<b>Protective Services: Non-sworn</b>														
Workforce #/%	77/68%	0/0%	6/5%	0/0%	1/1%	0/0%	0/0%	26/23%	0/0%	4/4%	0/0%	0/0%	0/0%	0/0%
CLS #/%	3,280/30%	295/3%	190/2%	15/0%	25/0%	30/0%	240/2%	5,565/52%	295/3%	290/3%	85/1%	295/3%	0/0%	155/1%
Utilization #/%	37%	-3%	3%	-0%	1%	-0%	-2%	-29%	-3%	1%	-1%	-3%	0%	-1%

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>Administrative Support</b>														
Workforce #/%	18/20%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	65/72%	1/1%	4/4%	2/2%	0/0%	0/0%	0/0%
CLS #/%	2,820/82%	190/6%	100/3%	25/1%	10/0%	0/0%	45/1%	235/7%	0/0%	0/0%	0/0%	4/0%	0/0%	15/0%
Utilization #/%	-62%	-6%	-3%	-1%	-0%	0%	-1%	65%	1%	4%	2%	-0%	0%	-0%
<b>Skilled Craft</b>														
Workforce #/%	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN
CLS #/%	3,945/39%	175/2%	515/5%	0/0%	115/1%	0/0%	255/2%	4,070/40%	390/4%	400/4%	15/0%	230/2%	0/0%	95/1%
Utilization #/%	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN

### 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>Officials/Administrators</b>	✓													
<b>Protective Services: Sworn-Patrol Officers</b>														✓
<b>Protective Services: Non-sworn</b>		✓						✓	✓			✓		
<b>Administrative Support</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>Sheriff</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%
<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%
<b>Major</b>														
Workforce #/%	4/100%	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%
<b>Captain</b>														
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%
<b>Lieutenant</b>														
Workforce #/%	14/88%	0/0%	1/6%	0/0%	0/0%	0/0%	0/0%	1/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Sergeant</b>														
Workforce #/%	34/85%	1/2%	1/2%	0/2%	1/2%	0/0%	0/0%	3/8%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Protective Services: Sworn-Patrol Officers</b>														
Workforce #/%	132/76%	4/2%	3/2%	6/3%	5/3%	0/0%	1/1%	20/12%	0/0%	2/1%	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: Heather Gunn

Human Resources Director

08-08-2023

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