

# EEO Utilization Report

## Organization Information

Name: Jefferson Parish Sheriff's Office

City: Harvey

State: LA

Zip: 70058

Type: County/Municipal Law Enforcement

## **Step 1: Introductory Information**

### **Policy Statement:**

See Attachment

Following File has been uploaded:Equal Employment Opportunity Policy.docx

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

See Attachment

Following File has been uploaded:Narrative of Underutilization Analysis.docx

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

### **1. Target Hispanic and female applicants for enforcement positions**

a. To attract Hispanic applicants, JPSO Community Relations and District Commanders will interact with neighborhood groups and civic associations that have a large Hispanic contingent.

To attract female applicants, JPSO will send female officers to high schools for career days, in order to more effectively connect with potential female applicants.

JPSO will work with marketing firm to try to place advertisements that effectively target females and members of the Hispanic community.

## **Step 6: Internal Dissemination**

1. Distribute a copy of the EEOP Utilization Report to all employees in management positions.
2. Distribute a copy of the EEOP Utilization Report to the Human Resources Department so they may make it available to employees who request a copy.
3. Posting the EEOP Utilization Report on the JPSO Intranet, an in-house electronic communication network.
4. Send an email to all employees to let them know that a copy of the EEOP Utilization Report is available upon request.

## **Step 7: External Dissemination**

1. Post a copy of the EEO Utilization Report on the JPSO public website.
2. Provide hard copies to the Human Resources Department to make available to the public upon request.
3. Posting on bulletin boards in JPSO public areas that a copy of the EEOP Utilization Report is available in the Human Resources Department upon request.
4. Notify all contractors and vendors that do business with JPSO that a copy of the EEO Utilization Report may be found on the JPSO public website.

**Jefferson Parish Sheriff's Office**  
**Equal Employment Opportunity Policy**

The Jefferson Parish Sheriff's Office is committed to providing a non-discriminatory employment environment for its employees.

The policy of the Jefferson Parish Sheriff's Office is to fully comply with applicable federal, state, and local laws and the rules and regulations in the area of non-discrimination in employment. Discrimination against employees and applicants, due to race, color, religion, sex (including sexual harassment), national origin, disability, age (40 years or older), military and veteran status is prohibited. Violations of this policy will be subject to discipline, up to and including termination.

Equal employment opportunity and non-discriminatory commitments include, but not limited to, the areas of hiring, promotion, demotion or transfer, recruitment, discipline, layoff or termination, rate of compensation and training.

All employees are expected to comply with this Equal Employment Opportunity Policy. Managers and supervisors are expected to cooperate fully in meeting the Jefferson Parish Sheriff Office's equal employment opportunity objectives.

Any employee who believes he or she has been discriminated against must immediately report any incident to their supervisor, or any other supervisor (if the complaint involves their supervisor), or the Internal Affairs Division. The Jefferson Parish Sheriff's Office will not tolerate retaliation against any employee who reports acts of discrimination or provides information in connection with any such complaint.

If you have any questions regarding this policy, please contact the Human Resources Department.

## Jefferson Parish Sheriff's Office

### EEOP Utilization Report

#### Step 4b: Narrative of Underutilization Analysis

In reviewing the "Utilization Analysis Chart: Two or more Standard Deviations", there are three job categories with deviations of more than two points from the community charts.

**Protective Services: Sworn Officials** - This category includes law enforcement supervisory positions and some specialized law enforcement skill positions. As indicated by the utilization reports, JPSO is showing an underutilization of African American males (-9%) and African American Females (-7%). In order to qualify for these positions, officers will typically need to meet a minimum years of service requirement. By recruiting and hiring more African American officers and implementing a promotional exam process, these underutilizations have improved and are expected to continue to do so.

**Protective Services: Sworn Patrol Officers** - This category included most of our entry level law enforcement positions, including patrol deputies, detectives, crime scene officers, traffic deputies, correctional officers, bailiffs, and some other specialized deputy positions. The utilization reports indicate underutilization of Hispanic males (-9%), Asian males (-1%), White females (-8%), Hispanic females (-3%), and Asian females (-1%). The deviations among the Asian categories are statistically insignificant at 1%. The underutilization rate of white females relates to law enforcement being a profession that primarily attracts male applicants. The underutilization of Hispanics is noteworthy and is most likely reflective of the current political climate regarding immigration and the perceived relationship between the Hispanic community and law enforcement.

**Administrative Support:** This category includes clerks, secretaries, dispatchers, and general office workers. Per the utilization reports, JPSO is showing an underutilization of White males (-10%) and African American males (-5%). These positions clerical in nature and females have historically applied for and been hired at a much higher rate than males.

**Utilization Analysis Chart**  
**Relevant Labor Market: Jefferson Parish, Louisiana**

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 #/%	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 #/%	10,690/48%	875/4%	1,195/5%	95/0%	245/1%	0/0%	80/0%	45/0%	6,075/27%	585/3%	1,840/8%	40/0%	305/1%	0/0%	130/1%	25/0%
Utilization #/%	45%	-4%	-5%	-0%	-1%	0%	-0%	-0%	-2.1%	-3%	-8%	-0%	-1%	0%	-1%	-0%
<b>Professionals</b>																
Workforce #/%	12/34%	0/0%	2/6%	0/0%	0/0%	0/0%	0/0%	0/0%	16/46%	3/9%	1/3%	0/0%	1/3%	0/0%	0/0%	0/0%
CLS #/%	9,470/31%	580/2%	1,115/4%	15/0%	805/3%	0/0%	40/0%	45/0%	12,660/42%	1,210/4%	3,590/12%	85/0%	550/2%	0/0%	59/0%	95/0%
Utilization #/%	3%	-2%	2%	-0%	-3%	0%	-0%	-0%	4%	5%	-9%	-0%	1%	0%	-0%	-0%
<b>Technicians</b>																
Workforce #/%	19/37%	0/0%	2/4%	0/0%	1/2%	0/0%	0/0%	0/0%	17/33%	4/8%	8/15%	1/2%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,720/28%	75/1%	365/6%	10/0%	75/1%	0/0%	25/0%	0/0%	2,440/40%	195/3%	1,010/17%	4/0%	160/3%	0/0%	0/0%	0/0%
Utilization #/%	8%	-1%	-2%	-0%	1%	0%	-0%	0%	-7%	4%	-1%	2%	-3%	0%	0%	0%
<b>Protective Services: Sworn-Officials</b>																
Workforce #/%	149/72%	4/2%	18/9%	0/0%	1/0%	0/0%	0/0%	0/0%	16/8%	0/0%	17/8%	1/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,930/52%	100/3%	665/18%	0/0%	0/0%	0/0%	35/1%	0/0%	345/9%	30/1%	545/15%	0/0%	0/0%	10/0%	20/1%	0/0%
Utilization #/%	20%	-1%	-9%	0%	0%	0%	-1%	0%	-2%	-1%	-7%	0%	0%	-0%	-1%	0%
<b>Protective Services: Sworn-Patrol Officers</b>																
Workforce #/%	317/42%	49/6%	154/20%	0/0%	5/1%	0/0%	0/0%	0/0%	66/9%	14/2%	151/20%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	5,040/26%	3,040/15%	4,230/21%	45/0%	330/2%	0/0%	55/0%	85/0%	3,380/17%	900/5%	2,270/12%	55/0%	160/1%	0/0%	65/0%	35/0%
Utilization #/%	16%	-9%	-1%	-0%	-1%	0%	-0%	-0%	-8%	-3%	8%	-0%	-1%	0%	-0%	-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 #/%	55/38%	10/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	15/10%	0/0%	65/45%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%																
<b>Administrative Support</b>																
Workforce #/%	47/15%	5/2%	7/2%	0/0%	2/1%	0/0%	0/0%	0/0%	159/50%	18/6%	76/24%	1/0%	3/1%	1/0%	1/0%	0/0%
CLS #/%	14,080/24%	1,445/3%	3,910/7%	75/0%	640/1%	0/0%	125/0%	23,630/41%	9,860/17%	9,860/17%	9,860/17%	220/0%	655/1%	0/0%	310/1%	50/0%
Utilization #/%	-10%	-1%	-5%	-0%	-0%	0%	-0%	9%	1%	7%	7%	-0%	-0%	0%	-0%	-0%
<b>Skilled Craft</b>																
Workforce #/%	16/94%	0/0%	0/0%	0/0%	1/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	13,940/56%	4,505/18%	4,315/17%	25/0%	485/2%	0/0%	185/1%	460/2%	410/2%	365/1%	365/1%	15/0%	55/0%	0/0%	0/0%	25/0%
Utilization #/%	38%	-18%	-17%	-0%	4%	0%	-1%	-2%	-2%	-1%	-1%	-0%	-0%	0%	0%	-0%
<b>Service/Maintenance</b>																
Workforce #/%	4/80%	1/20%	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 #/%	13,495/27%	3,460/7%	10,140/20%	195/0%	1,430/3%	0/0%	95/0%	9,445/19%	2,475/5%	8,305/16%	8,305/16%	145/0%	1,030/2%	0/0%	170/0%	75/0%
Utilization #/%	53%	13%	-20%	-0%	-3%	0%	-0%	-19%	-5%	-16%	-16%	-0%	-2%	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
<b>Protective Services: Sworn-Officials</b>			✓								✓					
<b>Protective Services: Sworn-Patrol Officers</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>Major</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>Captain</b>																
Workforce #/%	15/79%	0/0%	3/16%	0/0%	0/0%	0/0%	0/0%	0/0%	1/5%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Lieutenant</b>																
Workforce #/%	47/81%	0/0%	2/3%	0/0%	0/0%	0/0%	0/0%	0/0%	4/7%	0/0%	4/7%	1/2%	0/0%	0/0%	0/0%	0/0%
<b>Sergeant</b>																
Workforce #/%	86/67%	4/3%	13/10%	0/1%	1/1%	0/0%	0/0%	0/0%	11/9%	0/0%	13/10%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Protective Services: Sworn-Patrol Officers</b>																
Workforce #/%	317/42%	49/6%	154/20%	0/1%	5/1%	0/0%	0/0%	0/0%	66/9%	14/2%	151/20%	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: Robert Palermo

Chief Financial Officer

11-13-2020

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[signature]

[title]

[date]