

EEOP Utilization Report



Fri Jan 08 17:11:01 EST 2016

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Step 1: Introductory Information

Grant Title:	Missouri Criminal History Improvement Program	Grant Number:	2015-RU-BX-K006
Grantee Name:	Missouri State Highway Patrol Criminal Justice Information Systems Division	Award Amount:	\$1,140,874.00
Grantee Type:	State Government Agency		
Address:	1510 East Elm Street Jefferson City, Missouri 65101		
Contact Person:	Captain Larry Plunkett	Telephone #:	573-751-3313
Contact Address:	1510 East Elm Street Jefferson City, Missouri 65101		
DOJ Grant Manager:	Stephanie Burroughs	DOJ Telephone #:	202-514-9012

Policy Statement:

EQUAL EMPLOYMENT OPPORTUNITY POLICY STATEMENT

The Missouri State Highway Patrol is firmly committed to a policy of equal employment opportunity and of nondiscrimination in public service. The Patrol will administer personnel policies and conduct employment practices in a manner which treats employees and qualified applicants on the basis of qualifications, experience, and other work-related criteria without regard to race, color, religion, sex, age, national origin, veteran status, ancestry, sexual orientation, or disability. Equal opportunity will be provided in all personnel practices such as recruitment, hiring, training, promotions, classification/compensation, transfers, demotions, termination, layoffs, disciplinary action, benefits, and social or recreational programs.

As the Superintendent, I pledge my support to this policy. Each commander will be responsible for ensuring the proper administration of this policy. Management at every level must share the responsibility of promoting equal employment opportunities.

The means to achieve the Patrol's goals and objectives are outlined within the Equal Employment Opportunity Plan. The Missouri State Highway Patrol is committed to the Civil Rights Act of 1964, Title VI, Title VII, Title IX, amendments, sections 503 and 504, the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Missouri Public Accommodations Act, and Executive Order 10-24 are affirmed. The Patrol will implement good faith efforts to meet the established goals.



J. BRET JOHNSON, Colonel
Superintendent

Step 4b: Narrative Underutilization Analysis

The Job Groups within the Missouri State Highway Patrol where significant underutilization exists are:

Officials and Administrators - There is an underutilization of Hispanic Males (-1%), Black Males (-3%), Asian Males (-1%), Hispanic Females (-1%), Black Females (-3%), Asian Females (-1%) and White Females (-7%).

Professionals - There is underutilization of Hispanics Males (-1%), Black Males (-1%), Asian Males (-2%), Hispanic Females (-1%), Black Females (-2%), and Asian Females (-1%).

Technicians - There is an underutilization of Asian Males (-2%), Hispanic Females (-1%), and Black Females (-5%).

Protective Service: Sworn Officials - There is underutilization of Black Males (-7%), Hispanic Males (-1%), Two or More Race Males (-1%), Asian Males (-2%), White Females (-7%), and Black Females (-4%).

Protective Service: Sworn Patrol Officers - There is an underutilization of Hispanic Males (-2%), Black Males (-5%), Two or More Race Males (-1%), White Females (-25%), Hispanic Females (-2%), and Black Females (-7%).

Administrative Support - There is an underutilization of White Males (-23%), Black Males (-2%), Hispanic Males (-1%), Hispanic Females (-1%), Black Females (-6%), Asian Females (-1%), and Two or More Race Females (-1%).

Skilled Craft - There is an underutilization of Hispanic Males (-4%), Black Males (-4%), Asian Males (-1%), Two or More race Males (-1%), White Females (-5%), and Black Females (-1%).

Service and Maintenance - There is an underutilization of Hispanic Males (-1%), Black Males (-5%), Asian Males (-1%), Two or More Race Males (-1%), White Females (-11%), and Black Females (-4%).

Step 5 & 6: Objectives and Steps

1. Identify, recruit, hire, and retain the most qualified applicants with an emphasis on minority and protected-class individuals.

- a. The Missouri State Highway Patrol through its newly established Career Recruitment Division will develop relationships with diverse communities across the state in order to recruit qualified applicants who represent the communities we serve.
- b. The Missouri State Highway Patrol will compile statistical data to determine causes for lower participation by underrepresented groups.
- c. The Patrol will use evidence-based tools to create recruiting techniques for diverse applicants.
- d. The Patrol will encourage female sworn officers to recruit and volunteer as role models for potential female applicants.
- e. The Patrol will maintain a workplace where all persons have a sense of belonging and acceptance.

2. Raise the awareness of equal employment opportunity within the Patrol through continuing affirmative action programs.

- a. The Patrol will create public announcements, news releases, and bulk e-mail notices to community partners to inform them of Patrol career opportunities.
- b. The Missouri State Highway Patrol Career Recruitment Division will advertise all employment vacancies and distribute employment information in targeted areas where underrepresented groups are present.

- c. The Patrol will assign recruiters to attend community events held in diverse communities.
- d. The Missouri State Highway Patrol will place an emphasis on recruiting women.

3. Ensure the Patrol Recruitment Plan and efforts meet and comply with the standards set by the Commission on Accreditation of Law Enforcement Agencies (CALEA).

- a. The Patrol will monitor our policies to address areas of potential bias, prejudice, or where a desperate impact could interfere with recruitment goals.
- b. All Patrol employees will be treated fairly without regard to race, ethnicity, gender, military status, disability or other protected status.

4. Ensure the Patrol Recruitment Plan and efforts meet and comply with the standards set by the Patrol Strategic Plan.

- a. The Patrol will maintain an updated recruitment plan that will support the Patrol's overall strategic plan.

Step 7a: Internal Dissemination

The Equal Employment Opportunity Plan will be placed on the Career Recruitment and Human Resources Divisions Patrol Intranet page, and employees will be notified by e-mail with a link to the plan. A copy of the plan will be maintained in the Career Recruitment and Human Resources Divisions and made available upon request. All Patrol employees will have access to review the Plan. The equal employment opportunity policy will be discussed at troop meetings, organizational meetings, orientation sessions, and will be a part of in-service training programs, as well as the annual recruiters training program.

Step 7b: External Dissemination

The Missouri State Highway Patrol Equal Employment Opportunity Plan will be made available to the general public and potential employees via the Missouri State Highway Patrol Internet website. A copy of the plan will be maintained in the Career Recruitment and Human Resources Divisions and made available to the public upon request. All Patrol facilities will publicly display the state and federal Equal Employment Opportunity posters, and all job advertisements will display the phrase "The Missouri State Highway Patrol is an Equal Opportunity Employer."

Utilization Analysis Chart
Relevant Labor Market: Missouri

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 #/%	14/67%	0/0%	0/0%	1/5%	0/0%	0/0%	0/0%	0/0%	6/29%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	184,650/54%	3,175/1%	8,670/3%	620/0%	3,120/1%	60/0%	1,690/0%	285/0%	119,280/35%	2,595/1%	11,405/3%	490/0%	1,825/1%	25/0%	1,450/0%	270/0%
Utilization #/%	12%	-1%	-3%	5%	-1%	-0%	-0%	-0%	-7%	-1%	-3%	-0%	-1%	-0%	-0%	-0%
Professionals																
Workforce #/%	103/42%	0/0%	3/1%	0/0%	0/0%	0/0%	0/0%	0/0%	133/54%	1/0%	5/2%	0/0%	1/0%	0/0%	0/0%	0/0%
CLS #/%	180,155/36%	4,275/1%	11,025/2%	425/0%	10,395/2%	65/0%	1,715/0%	640/0%	254,975/51%	5,335/1%	21,950/4%	760/0%	6,910/1%	225/0%	2,260/0%	585/0%
Utilization #/%	6%	-1%	-1%	-0%	-2%	-0%	-0%	-0%	3%	-1%	-2%	-0%	-1%	-0%	-0%	-0%
Technicians																
Workforce #/%	288/44%	3/0%	14/2%	2/0%	1/0%	0/0%	0/0%	0/0%	320/49%	3/0%	18/3%	0/0%	1/0%	0/0%	0/0%	0/0%
CLS #/%	30,115/34%	710/1%	1,880/2%	90/0%	1,485/2%	0/0%	245/0%	60/0%	43,730/50%	990/1%	6,790/8%	130/0%	1,085/1%	15/0%	490/1%	130/0%
Utilization #/%	10%	-0%	0%	0%	-2%	0%	-0%	-0%	-0%	-1%	-5%	-0%	-1%	-0%	-1%	-0%
Protective Services:																
Sworn-Officials																
Workforce #/%	89/86%	1/1%	3/3%	1/1%	2/2%	0/0%	0/0%	0/0%	7/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	32,540/68%	885/2%	4,710/10%	50/0%	120/0%	35/0%	545/1%	70/0%	6,795/14%	150/0%	1,735/4%	115/0%	10/0%	0/0%	159/0%	35/0%
Utilization #/%	19%	-1%	-7%	1%	2%	-0%	-1%	-0%	-7%	-0%	-4%	-0%	-0%	0%	-0%	-0%
Protective Services:																
Sworn-Patrol Officers																
Workforce #/%	1050/89%	18/2%	31/3%	14/1%	4/0%	0/0%	0/0%	0/0%	54/5%	2/0%	4/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	122,955/48%	7,750/3%	19,420/8%	610/0%	1,015/0%	119/0%	2,315/1%	245/0%	74,155/29%	4,480/2%	17,875/7%	480/0%	1,090/0%	125/0%	1,559/1%	440/0%
Utilization #/%	41%	-2%	-5%	1%	-0%	-0%	-1%	-0%	-25%	-2%	-7%	-0%	-0%	-0%	-1%	-0%
Protective Services: Non-sworn																

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 #/%	1,725/34%	75/1%	380/8%	20/0%	20/0%	0/0%	44/1%	15/0%	2,270/45%	75/1%	320/6%	0/0%	10/0%	0/0%	60/1%	0/0%
Utilization #/%																
Administrative Support																
Workforce #/%	8/6%	0/0%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%	114/90%	1/1%	2/2%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	217,975/29%	5,790/1%	21,740/3%	570/0%	2,950/0%	130/0%	2,595/0%	560/0%	416,350/56%	9,785/1%	54,500/7%	1,670/0%	5,375/1%	320/0%	5,425/1%	1,160/0%
Utilization #/%	-23%	-1%	-2%	-0%	-0%	-0%	-0%	-0%	35%	-1%	-6%	-0%	-1%	-0%	-1%	-0%
Skilled Craft																
Workforce #/%	30/100%	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 #/%	214,410/85%	9,320/4%	10,695/4%	1,025/0%	1,320/1%	135/0%	2,220/1%	295/0%	11,580/5%	640/0%	1,275/1%	110/0%	250/0%	45/0%	190/0%	30/0%
Utilization #/%	15%	-4%	-4%	-0%	-1%	-0%	-1%	-0%	-5%	-0%	-1%	-0%	-0%	-0%	-0%	-0%
Service/Maintenance																
Workforce #/%	36/72%	1/2%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%	11/22%	0/0%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	359,755/45%	26,760/3%	54,850/7%	1,910/0%	6,005/1%	560/0%	5,130/1%	780/0%	262,530/3%	15,300/2%	48,290/6%	1,310/0%	7,105/1%	325/0%	4,150/1%	825/0%
Utilization #/%	27%	-1%	-5%	-0%	-1%	-0%	-1%	-0%	-11%	-2%	-4%	-0%	-1%	-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
Professionals					✓											
Technicians					✓					✓			✓			
Protective Services: Sworn-Officials			✓					✓								
Protective Services: Sworn-Patrol Officers		✓	✓				✓	✓		✓			✓		✓	
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
Colonel																
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%
Lieutenant Colonel																
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%
Major																
Workforce #/%	4/67%	0/0%	1/17%	0/0%	0/0%	0/0%	0/0%	0/0%	1/17%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Captain																
Workforce #/%	29/91%	1/3%	2/6%	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%
Lieutenant																
Workforce #/%	55/87%	0/0%	0/0%	1/3%	2/3%	0/0%	0/0%	0/0%	5/8%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	1050/89%	18/2%	31/3%	14/0%	4/0%	0/0%	0/0%	0/0%	54/5%	2/0%	4/0%	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 EEOP Utilization Report.

I have reviewed the foregoing EEOP Utilization Report and certify the accuracy of the reported workforce data and our organization's employment policies.

Certified As Final By: Roger D. Whittler

Captain

01-08-2016

[signature]

[title]

[date]



U.S. Department of Justice

Office of Justice Programs

Office for Civil Rights

Washington, D.C. 20531

January 8, 2016

Captain Roger D. Whittler
Career Recruitment Division
Missouri State Highway Patrol
1510 East Elm Street
Jefferson City, MO 65101

Re: Equal Employment Opportunity (EEO) Utilization Report for Missouri State Highway Patrol

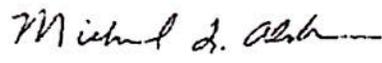
Dear Captain Roger D. Whittler,

The Office for Civil Rights, Office of Justice Programs has received the Equal Employment Opportunity (EEO) Utilization Report that you submitted in accordance with the grant conditions set forth by either the Omnibus Crime Control and Safe Streets Act of 1968 (Safe Streets Act), Juvenile Justice and Delinquency Prevention Act of 1974, the Victims of Crime Act of 1984 or their implementing regulations. Your submission is in compliance with the Office for Civil Rights' EEO Utilization reporting requirements for all open Department of Justice (DOJ) awards for two years from the date of this letter.

Your organization may, however, have additional civil rights compliance requirements if it receives funding from grant programs other than the ones listed above. For example, if your organization is a recipient of funding from the Office on Violence Against Women (OVW), your organization's non-discrimination policies and practices should also include prohibitions on discrimination on the bases of actual or perceived sexual orientation and gender identity.

If you have any questions regarding this matter, please contact the Office for Civil Rights at (202) 307-0690.

Sincerely,

X 

Michael L. Alston
Director

Signed by: MICHAEL ALSTON