

**CITY COUNCIL
COMMUNICATION:**

ITEM _____

98-137

**OFFICE OF THE CITY MANAGER
CITY OF DES MOINES, IOWA**

AGENDA:
APRIL 20, 1998

SYNOPSIS —

The Semi-Annual Equal Opportunity Report has been prepared on the progress the City has made toward achieving our affirmative action goals.

SUBJECT:
SEMI-ANNUAL
EQUAL
OPPORTUNITY
REPORT (JULY 1,
1997 TO DECEMBER
31, 1997)

FISCAL IMPACT —

N/A

TYPE:
RESOLUTION
ORDINANCE
RECEIVE/FILE

RECOMMENDATION —

Receive and file.

SUBMITTED BY:
WILLIAM STOWE
HUMAN
RESOURCES
DIRECTOR

BACKGROUND —

GENERAL EMPLOYMENT

Total City employment on December 31, 1997, was 1,842 full-time permanent employees. Of this total, 1,346 positions were held by white males, 149 were held by minority males, 312 were held by white females, and 35 were held by minority females.

CITY'S WORK FORCE - DECEMBER 31, 1997

	NUMBER	PERCENT
White Male	1,346	73.07
White Female	312	16.93
African American Male	87	4.72
African American Female	27	1.46

Hispanic Male	44	2.38
Hispanic Female	5	0.27
Asian Male	11	0.59
Asian Female	2	0.10
Native American Male	7	0.38
Native American Female	1	0.05
TOTAL FEMALE	347	18.83
TOTAL PERSONS OF COLOR	184	9.98
TOTAL	1,842	

The following is the comparison of the City's 1996 and 1997 workforce by gender and minority status with the Des Moines workforce (Parity Employment Goals). Parity employment goals are not to be construed as quotas to be met. The goals are realistic employment levels to correct imbalances in the City's workforce. This imbalance will be corrected when our workforce fairly matches the percentage of individuals available in the surrounding labor force by race and gender.

	1996 CITY'S	1997 CITY'S	DES MOINES
	WORKFORCE	WORKFORCE	WORKFORCE
	PERCENT	PERCENT	PERCENT
White Male	72.63	73.07	45.60
White Female	16.95	16.93	44.07
African American Male	4.81	4.72	2.85
African American Female	1.60	1.46	2.93
Hispanic	2.43	2.38	1.24

Male			
Hispanic Female	0.33	0.27	0.92
Asian Male	0.55	0.59	1.03
Asian Female	0.11	0.10	0.96
Native American Male	0.44	0.38	0.17
Native American Female	0.11	.05	0.16
Other Races Male	-	-	.099
Other Races Female	-	-	.026
TOTAL FEMALE	19.11	18.83	49.08
TOTAL PERSONS OF COLOR	10.41	9.98	10.33

WORK ENVIRONMENT INITIATIVE

In June 1996, the City Manager appointed an inter-departmental Work Environment Committee to review the status of the City's harassment policies and procedures, to identify existing issues related to harassment and discrimination in the City's Work Place, and recommend strategies to ensure that the City's work environment is free from harassment and discrimination.

- The Work Environment Committee revised the City of Des Moines Employee Work Place Policy Handbook (formerly the E.O. Program/AA Plan). The Handbook was approved by the City Council on April 28, 1997.

- On October 10, 1997, training was provided to Department Directors on the revised "Employee Work Place Policy Handbook." The training will continue on the departmental level until all employees have had an opportunity to participate in this training.
- New employees will receive the training and a copy of the "Employee Work Place Policy Handbook" during the new employee orientation sessions.