



Roll Call Number

Agenda Item Number

50

Date February 8, 2010

Submittal of the 27th Annual Equal Opportunity Status Report by the Human Resources Department.

(Council Communicarion No. 10- 058)

Moved by _____ to receive and file

COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
COWNIE				
COLEMAN				
HENSLEY				
Griess				
MAHAFFEY				
MEYER				
Moore				
TOTAL				

CERTIFICATE

I, DIANE RAUH, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

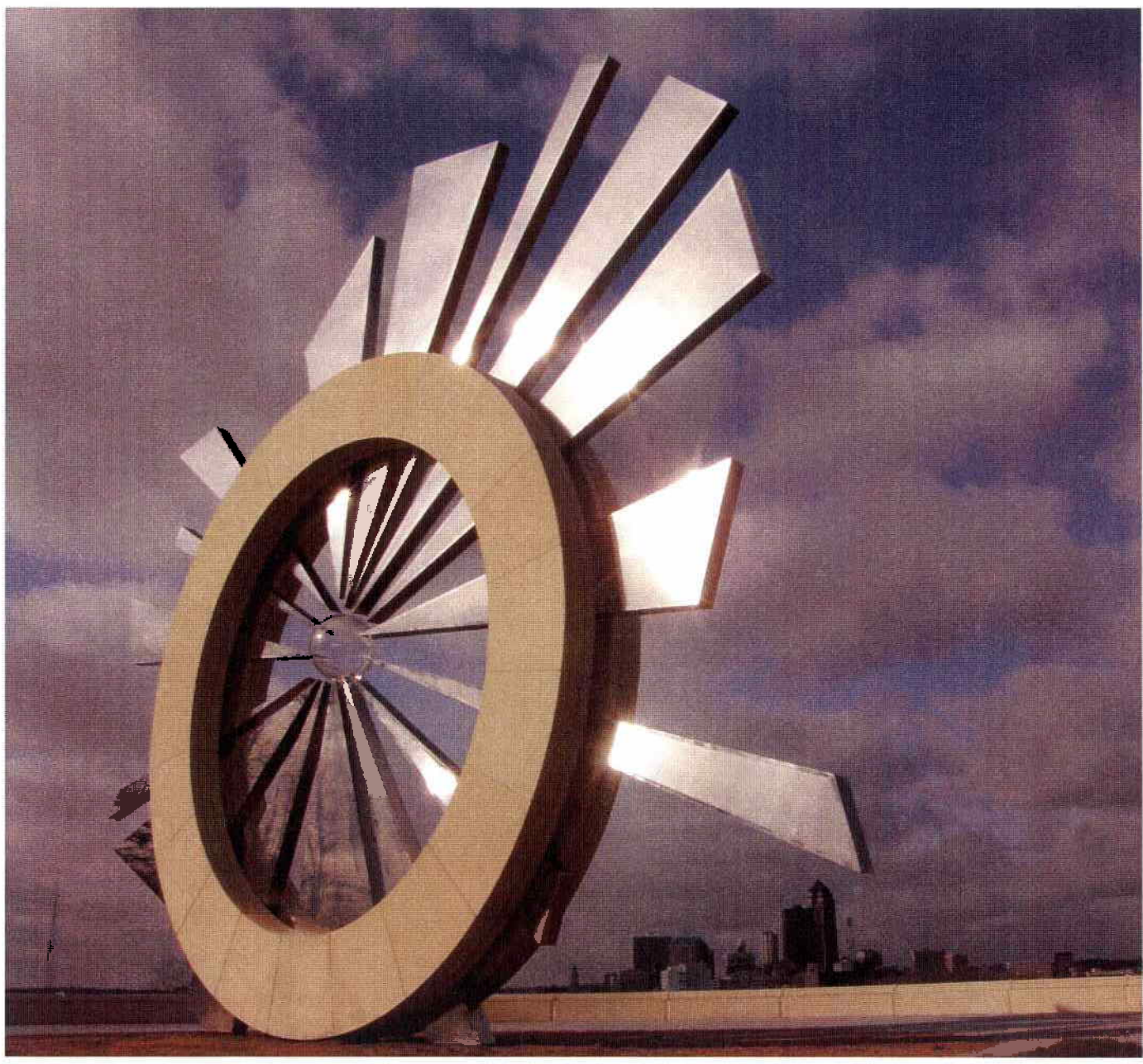
MOTION CARRIED APPROVED

Mayor

City Clerk

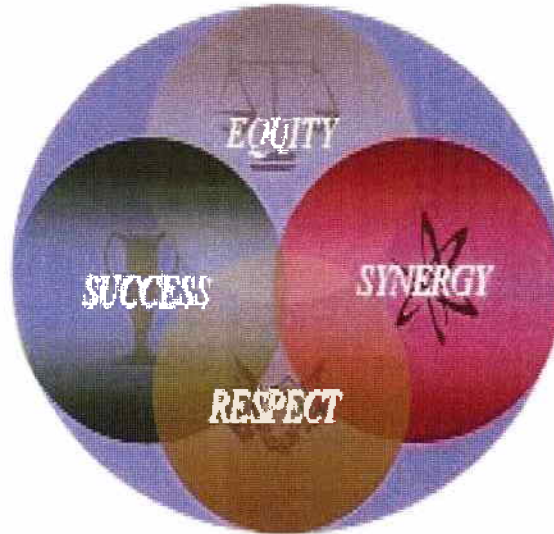
27th Annual

Equal Employment Opportunity Report



CITY OF DES MOINES

FROM THE DEPARTMENT OF HUMAN RESOURCES



**FY 2009 EQUAL OPPORTUNITY REPORT
AND
FY 2010 AFFIRMATIVE ACTION ANNUAL WORK PLAN**

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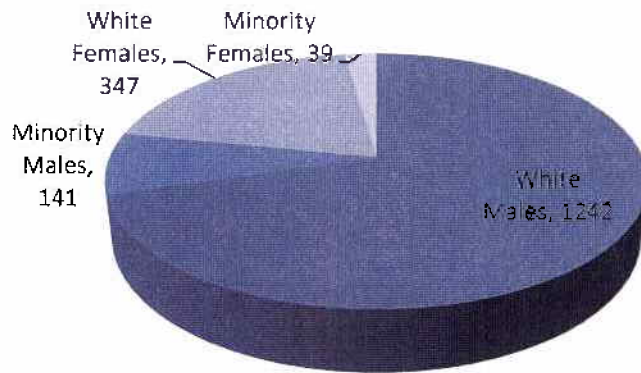
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FY 2009 EQUAL OPPORTUNITY REPORT AND FY 2010 AFFIRMATIVE ACTION ANNUAL WORK PLAN



GENERAL EMPLOYMENT DATA

Total City employment on June 30, 2009, was 1,769 full-time permanent positions. Of this total, 1,242 positions were held by white males; 141 were held by minority males; 347 were held by white females; and 39 were held by minority females.



CITY'S WORK FORCE - JUNE 2009

<u>RACE</u>	<u>NUMBER</u>	<u>PERCENT</u>
White Male	1242	70.21
White Female	347	19.62
African American Male	69	3.90
African American Female	25	1.41
Hispanic Male	45	2.54
Hispanic Female	9	0.51
Asian Male	20	1.13
Asian Female	4	0.23
Native American Male	7	0.40
Native American Female	1	0.06
TOTAL WHITE FEMALE	347	19.62
TOTAL MINORITY FEMALE	39	2.20
TOTAL MINORITY MALE	141	7.97
TOTAL DIVERSE EMPLOYEES	527	29.79

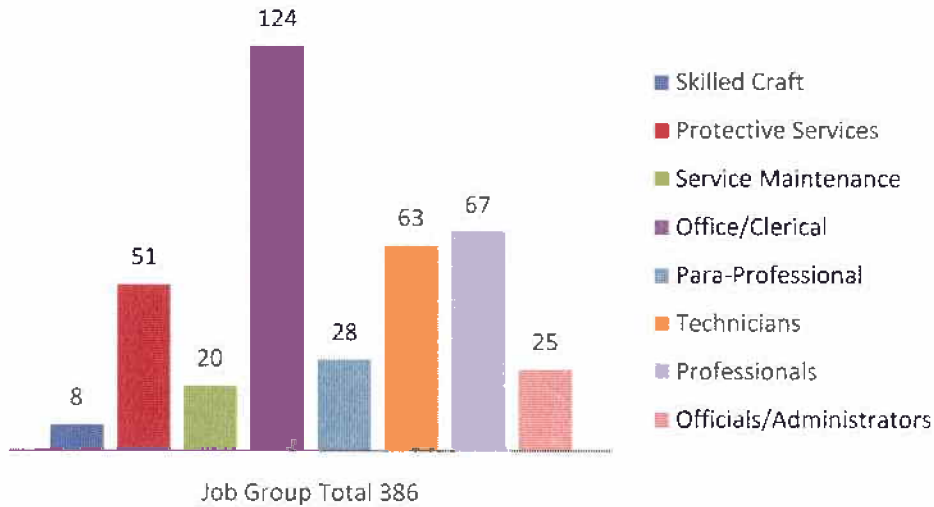


Employment Fact:

Over the last fiscal year, 73 full-time permanent employees were appointed to the City's workforce. Of this total, 36 (49.32%) were white males; 20 (27.40%) were white females; 8 (10.96%) were minority males; and 9 (12.33%) were minority female.

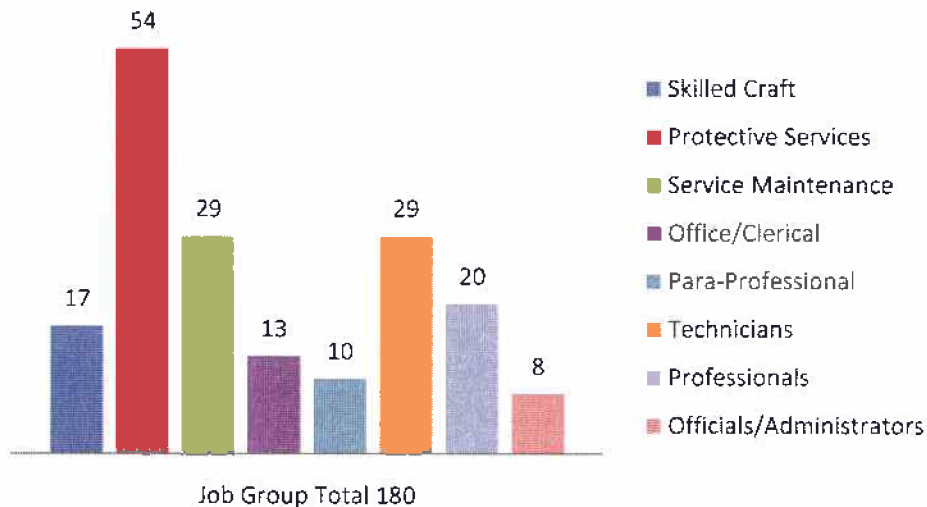
FEMALES BY JOB GROUP

Although females represent 47.3% of the total work force in Des Moines, the total number of females in the City's work force is 386 or 21.82 percent.



MINORITIES BY JOB GROUP

Persons of color represent approximately 14.89% of the total work force in Des Moines. The total number of persons of color in the City's work force is 180, or 10.18%. In fiscal year 2009, minority representation decreased from 186 to 180 full-time permanent employees.



Employment Fact:

A total of 27 employees resigned from the City's workforce in fiscal year 2009: 12 white males, 11 white females, 3 minority males, and 1 minority females.

Employment Fact:

A total of 59 employees retired from the City's workforce in fiscal year 2009: 51 white males, 5 white females, 3 minority male, and 0 minority females.

MINORITY WORK FORCE

RACE	JUNE 2008		JUNE 2009	
	NUMBER	PERCENT	NUMBER	PERCENT
African American	96	5.18	94	5.31
Hispanic	57	3.08	54	3.05
Asian	23	1.24	24	1.36
Native American	10	0.54	8	0.45
TOTAL	186	10.04	180	10.18

PERMANENT PART-TIME EMPLOYMENT

Over the last fiscal year, 29 permanent part-time employees were appointed to the City's workforce: 7 white males, 7 white females, 5 minority males, 6 minority females, and 4 females race not specified.

TEMPORARY APPOINTMENT

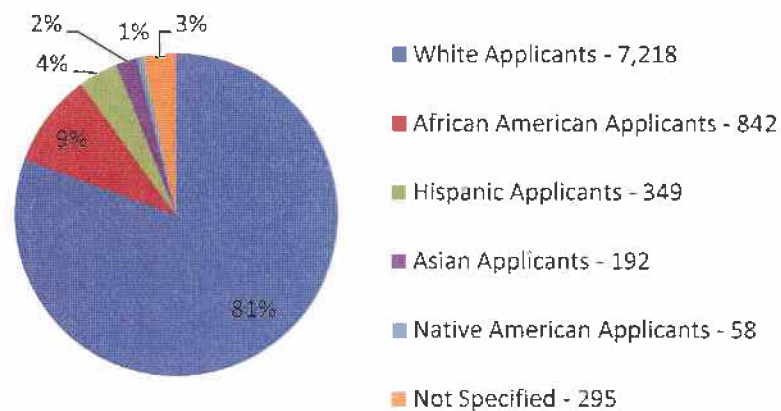
Temporary employment was provided to 205 casual employees. The breakdown by race is as follows:

RACE	NUMBER	PERCENT
White males	91	44.39
White females	79	38.54
Asian females	1	.49
African American males	5	2.44
African American females	12	5.85
Hispanic males	3	1.46
Hispanic females	0	0
Native American males	0	0
Race Not Specified males	4	1.95
Race Not Specified females	10	4.88
TOTAL	205	100.0

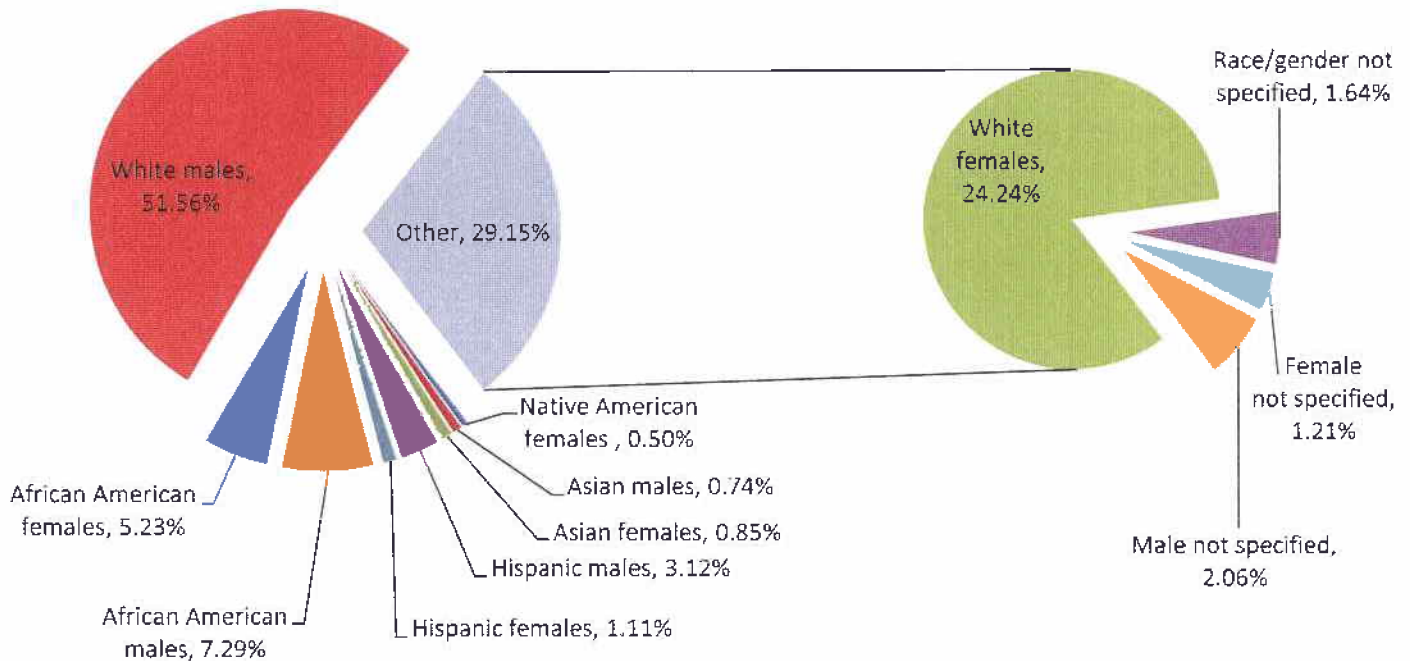
APPLICANT INFORMATION

For all vacancies posted during the 2009 fiscal year the City of Des Moines received a total of 8,959 applications. This is an increase of 1,470 applications from fiscal year 2008. A break down by ethnicity finds that 58 American Indians, 192 Asians, 842 African Americans, 359 Hispanics, 7,213 Whites, and 295 unknown applicants applied for employment with the City of Des Moines.

TOTAL APPLICANT FLOW INFORMATION BY ETHNICITY

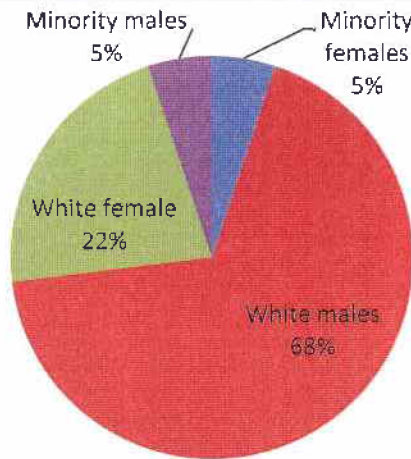


CERTIFIED ELIGIBLES FOR ENTRANCE LISTS



*TOTAL PERSONS OF COLOR 19.29%

CERTIFIED ELIGIBLES FOR PROMOTIONAL LISTS



*TOTAL PERSONS OF COLOR 10.24%



Employment Fact:

Over the past year a total of 65 Civil Service lists were certified. Of this number, 36 were Civil Service entrance lists and 29 were Civil Service promotional lists. Promotions were provided to 109 employees: 74 white males, 23 white females, 8 minority males, and 4 minority females.

Employment Fact:

Promotions were provided to 109 employees: 74 white males, 23 white females, 8 minority males, and 4 minority females.

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION SUMMARY

When comparing the June 2009 analysis with the July 2008 analysis, the net change in the City's workforce diversity (persons of color) reveals a decrease in minority representation. In large part the decrease can be attributed the reduction in forces (RIF) during the fiscal year as a result of significant funding shortages in the general fund. The impact is illustrated below:

	July 1, 2008	RIF -- April 2009	Other Reductions*	New Hires	June 30, 2009
White Male	1301	23	72	36	1242
White Female	365	17	21	20	347
African American Male	72	3	3	3	69
African American Female	24	3	1	5	25
Hispanic Male	49	1	6	3	45
Hispanic Female	8	2	1	4	9
Asian Male	19	0	1	2	20
Asian Female	4	0	0	0	4
Native American Male	8	0	1	0	7
Native American Female	2	1	0	0	1
TOTAL CITY	1852	50	106	73	1769

*Other Reductions include retirements, resignations, and terminations.

Comparison of City of Des Moines VS Des Moines Total Work Force*

Race	Actual City Work Force Percent	Total Work Force Percent
White Male	70.21	41.99
White Female	19.62	41.3
African American Male	3.90	3.33
African American Female	1.41	3.32
Hispanic Male	2.54	3.28
Hispanic Female	0.51	1.92
Asian Male	1.13	1.52
Asian Female	0.23	0.38
Native American Male	0.40	0.39
Native American Female	0.06	0.38
Balance of individuals reporting more than one race not Hispanic, plus individuals reporting some other race, or none at all		0.37

*Source: 2000 Census Data

WORKFORCE ANALYSIS AND LONG RANGE EMPLOYMENT GOALS

One of the objectives of affirmative action efforts is to reach statistical parity. Such parity is achieved when the percentage of women and minorities in our workforce fairly matches the percentage of protected class members available in the surrounding labor force.

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. Recognition should be given to the fact that it will take longer to correct imbalances in job groups requiring specialized education and skills than it will in other occupations.



Employment Fact:

Staff reductions in fiscal year 2009 impacted 50 full-time employees: 23 white males, 17 white females, 4 minority males, and 6 minority females.

FY 2010 AFFIRMATIVE ACTION ANNUAL WORK PLAN

- Post job openings in all City departments to ensure that current qualified employees are given opportunities for training, transfer, upgrading and promotion.
- Attend community meetings and maintain working relationships with community organizations for information exchange, networking and recruitment. Develop Partnerships with area agencies that are service providers or advocacy agencies to diverse groups. (i.e. Easter Seals, Creative Visions, Iowa Commission on the Status of Women, Urban Dreams, Iowa Commission on the Status of African Americans, AARP, Bureau of Refugee Services, Iowa Asian Alliance, Commission of Latino Affairs).
- Continue to develop recruitment strategies specifically directed toward increasing the representation of minorities in City government.
- Educate others on our recruitment campaign through office newsletters, news releases, letters to business groups, and the Greater Des Moines Partnership.
- Prior to closing a recruiting period for classifications in employment areas where protected groups are under-utilized, determine if an adequate percentage of applications have been received from such groups. In instances where the percentage of applicants from under-utilized groups is deemed inadequate, extend the recruitment period as appropriate.
- As a result of the numbers of women and persons of color certified for entry level lists, we are encouraging managers to interview all women and persons of color from all lists when they seek to fill positions.
- Work with Police and Fire personnel to develop recruitment strategies directed toward increasing the representation of women and persons of color in the applicant pool for Police Officer and Firefighter positions.
- Attain a workforce which includes minorities, women, and persons with disabilities in numbers consistent with their representation in the Des Moines area work force.
- Remove all non-job related barriers to employment and promotion of minorities, women, and persons with disabilities.
- Help eliminate the effects of past discriminatory employment practices.
- Develop a diverse workforce and a supporting work environment that is committed to delivering effective, courteous and responsive service, and treating citizens and employees with fairness, dignity and respect.

DIVERSITY TRAINING GOALS

Currently the City has approximately 1769 employees that are subject to mandated Diversity Training. The objective is to promote the City policy statement on Affirmative Action and Valuing and Managing Diversity. The specific requirements are 3 hours annually for Directors, Division Heads, and Supervisors. All other full-time employees are required to receive 2 hours annually. During the 2009 fiscal year, City employees received 2,297 hours of relevant training. The City is on course to complete training for 100% of employees by the end of the 2010 fiscal year.

APPENDIX A

UTILIZATION ANALYSIS

THE UTILIZATION ANALYSIS PROVIDES A BREAKDOWN OF EMPLOYEES BY RACE, SEX, AND TYPE OF POSITION.

KEY TO POSITIONS:

O/A - OFFICIAL/ADMINISTRATOR

P/P - PARA-PROFESSIONAL

PRO - PROFESSIONAL

O/C - OFFICE/CLERICAL

TECH - TECHNICIAN

S/C - SKILLED CRAFT

P/S - PROTECTIVE SERVICE

S/M - SERVICE MAINTENANCE

AVIATION	O/A	PRO	TECH	P/S	P/P	O/C	S/C	S/M	TOTALS	%
White Male	8	4	3		1	1	21	22	60	88.24%
White Female					1	4	1	2	8	11.76%
Black Male									0	0.00%
Black Female									0	0.00%
Hispanic Male									0	0.00%
Hispanic Female									0	0.00%
Asian Male									0	0.00%
Asian Female									0	0.00%
Am Indian Male									0	0.00%
Am Indian Female									0	0.00%
TOTAL	8	4	3	0	2	5	22	24	68	100.00%

CITY CLERK OFFICE	O/A	PRO	TECH	P/S	P/P	O/C	S/C	S/M	TOTALS	%
White Male									0	0.00%
White Female	1	1				4			6	100.00%
Black Male									0	0.00%
Black Female									0	0.00%
Hispanic Male									0	0.00%
Hispanic Female									0	0.00%
Asian Male									0	0.00%
Asian Female									0	0.00%
Am Indian Male									0	0.00%
Am Indian Female									0	0.00%
TOTAL	1	1	0	0	0	4	0	0	6	100.00%

COMMUNITY DEVELOPMENT	O/A	PRO	TECH	P/S	P/P	O/C	S/C	S/M	TOTALS	%
White Male	6	9	40			1			56	61.54%
White Female	3	5	3		2	11			24	26.37%
Black Male			1						1	1.10%
Black Female	2				3	2			7	7.69%
Hispanic Male		1	1						2	2.20%
Hispanic Female						1			1	1.10%
Asian Male									0	0.00%
Asian Female									0	0.00%
Am Indian Male									0	0.00%
Am Indian Female									0	0.00%
TOTAL	11	15	45	0	5	15	0	0	91	100.00%

CITY MANAGER OFFICE	O/A	PRO	TECH	P/S	P/P	O/C	S/C	S/M	TOTALS	%
White Male	9	1					23	7	40	74.07%
White Female		4					6		10	18.52%
Black Male									0	0.00%
Black Female	1				1				2	3.70%
Hispanic Male									0	0.00%
Hispanic Female						1			1	1.85%
Asian Male							1		1	1.85%
Asian Female									0	0.00%
Am Indian Male									0	0.00%
Am Indian Female									0	0.00%
TOTAL	10	5	0	0	1	1	30	7	54	100.00%

ENGINEERING	O/A	PRO	TECH	P/S	P/P	O/C	S/C	S/M	TOTALS	%
White Male	7	22	35		2		2	6	74	77.08%
White Female	1	2	2		4	7		1	17	17.71%
Black Male			2						2	2.08%
Black Female									0	0.00%
Hispanic Male			1					1	2	2.08%
Hispanic Female									0	0.00%
Asian Male			1						1	1.04%
Asian Female									0	0.00%
Am Indian Male									0	0.00%
Am Indian Female									0	0.00%
TOTAL	8	24	41	0	6	7	2	8	96	100.00%

FINANCE	O/A	PRO	TECH	P/S	P/P	O/C	S/C	S/M	TOTALS	%
White Male	4	4	1			3	1		13	61.90%
White Female	2	3				2			7	33.33%
Black Male						1			1	4.76%
Black Female									0	0.00%
Hispanic Male									0	0.00%
Hispanic Female									0	0.00%
Asian Male									0	0.00%
Asian Female									0	0.00%
Am Indian Male									0	0.00%
Am Indian Female									0	0.00%
TOTAL	6	7	1	0	0	6	1	0	21	100.00%

FIRE	O/A	PRO	TECH	P/S	P/P	O/C	S/C	S/M	TOTALS	%
White Male	7	47	38	140			5		237	80.34%
White Female	1	2	1	11		3			18	6.10%
Black Male		5	1	15					21	7.12%
Black Female									0	0.00%
Hispanic Male	1	2	1	10					14	4.75%
Hispanic Female									0	0.00%
Asian Male		1	1	1					3	1.02%
Asian Female									0	0.00%
Am Indian Male			1	1					2	0.68%
Am Indian Female									0	0.00%
TOTAL	9	57	43	178	0	3	5	0	295	100.00%

HUMAN RIGHTS	O/A	PRO	TECH	P/S	P/P	O/C	S/C	S/M	TOTALS	%
White Male	1								1	33.33%
White Female									0	0.00%
Black Male	1								1	33.33%
Black Female						1			1	33.33%
Hispanic Male									0	0.00%
Hispanic Female									0	0.00%
Asian Male									0	0.00%
Asian Female									0	0.00%
Am Indian Male									0	0.00%
Am Indian Female									0	0.00%
TOTAL	2	0	0	0	0	1	0	0	3	100.00%

HUMAN RESOURCES	O/A	PRO	TECH	P/S	P/P	O/C	S/C	S/M	TOTALS	%
White Male	2								2	20.00%
White Female	1		1			2			4	40.00%
Black Male	1	1							2	20.00%
Black Female		1							1	10.00%
Hispanic Male									0	0.00%
Hispanic Female									0	0.00%
Asian Male									0	0.00%
Asian Female						1			1	10.00%
Am Indian Male									0	0.00%
Am Indian Female									0	0.00%
TOTAL	4	2	1	0	0	3	0	0	10	100.00%

HOUSING	O/A	PRO	TECH	P/S	P/P	O/C	S/C	S/M	TOTALS	%
White Male		1	3				7	2	13	28.89%
White Female	1	10	1		3	5			20	44.44%
Black Male		1			1				2	4.44%
Black Female		2			2	1			5	11.11%
Hispanic Male			1						1	2.22%
Hispanic Female		1							1	2.22%
Asian Male							1		1	2.22%
Asian Female					2				2	4.44%
Am Indian Male									0	0.00%
Am Indian Female									0	0.00%
TOTAL	1	15	5	0	8	6	8	2	45	100.00%

INFORMATION TECHNOLOGY	O/A	PRO	TECH	P/S	P/P	O/C	S/C	S/M	TOTALS	%
White Male	2	2	14						18	60.00%
White Female	1	3	4		1	1			10	33.33%
Black Male			2						2	6.67%
Black Female									0	0.00%
Hispanic Male									0	0.00%
Hispanic Female									0	0.00%
Asian Male									0	0.00%
Asian Female									0	0.00%
Am Indian Male									0	0.00%
Am Indian Female									0	0.00%
TOTAL	3	5	20	0	1	1	0	0	30	100.00%

LEGAL	O/A	PRO	TECH	P/S	P/P	O/C	S/C	S/M	TOTALS	%
White Male	1	8							9	40.91%
White Female		6				6			12	54.55%
Black Male									0	0.00%
Black Female		1							1	4.55%
Hispanic Male									0	0.00%
Hispanic Female									0	0.00%
Asian Male									0	0.00%
Asian Female									0	0.00%
Am Indian Male									0	0.00%
Am Indian Female									0	0.00%
TOTAL	1	15	0	0	0	6	0	0	22	100.00%

LIBRARY	O/A	PRO	TECH	P/S	P/P	O/C	S/C	S/M	TOTALS	%
White Male	2	4	1			10	1	2	20	29.41%
White Female	8	13	1			22			44	64.71%
Black Male									0	0.00%
Black Female		1				1			2	2.94%
Hispanic Male									0	0.00%
Hispanic Female						1			1	1.47%
Asian Male									0	0.00%
Asian Female						1			1	1.47%
Am Indian Male									0	0.00%
Am Indian Female									0	0.00%
TOTAL	10	18	2	0	0	35	1	2	68	100.00%

MAYOR & COUNCIL OFFICE	O/A	PRO	TECH	P/S	P/P	O/C	S/C	S/M	TOTALS	%
White Male									0	0.00%
White Female						1			1	100.00%
Black Male									0	0.00%
Black Female									0	0.00%
Hispanic Male									0	0.00%
Hispanic Female									0	0.00%
Asian Male									0	0.00%
Asian Female									0	0.00%
Am Indian Male									0	0.00%
Am Indian Female									0	0.00%
TOTAL	0	0	0	0	0	1	0	0	1	100.00%

PARK & RECREATION	O/A	PRO	TECH	P/S	P/P	O/C	S/C	S/M	TOTALS	%
White Male	6	10	17		2	2	30	15	82	75.93%
White Female		8	3			7	1	3	22	20.37%
Black Male							1		1	0.93%
Black Female									0	0.00%
Hispanic Male									0	0.00%
Hispanic Female									0	0.00%
Asian Male							2		2	1.85%
Asian Female									0	0.00%
Am Indian Male							1		1	0.93%
Am Indian Female									0	0.00%
TOTAL	6	18	20	0	2	9	35	18	108	100.00%

POLICE	O/A	PRO	TECH	P/S	P/P	O/C	S/C	S/M	TOTALS	%
White Male	2	30	60	221	1	2			316	65.29%
White Female	2	3	40	38	8	24		5	120	24.79%
Black Male		2	6	6					14	2.89%
Black Female			3	1		1			5	1.03%
Hispanic Male			3	11					14	2.89%
Hispanic Female			2	1				1	4	0.83%
Asian Male		1		8	1				10	2.07%
Asian Female									0	0.00%
Am Indian Male									0	0.00%
Am Indian Female			1						1	0.21%
TOTAL	4	36	115	286	10	27	0	6	484	100.00%

PUBLIC WORKS	O/A	PRO	TECH	P/S	P/P	O/C	S/C	S/M	TOTALS	%
White Male	19	10	22		1		106	143	301	82.02%
White Female	1	1	1		1	13		7	24	6.54%
Black Male	1						6	15	22	5.99%
Black Female								1	1	0.27%
Hispanic Male	1		1				2	8	12	3.27%
Hispanic Female						1			1	0.27%
Asian Male							1	1	2	0.54%
Asian Female									0	0.00%
Am Indian Male							2	2	4	1.09%
Am Indian Female									0	0.00%
TOTAL	22	11	24	0	2	14	117	177	367	100.00%

ALL DEPARTMENTS COMBINED	O/A	PRO	TECH	P/S	P/P	O/C	S/C	S/M	TOTALS	%
White Male	76	152	234	361	7	19	196	197	1242	70.21%
White Female	22	61	57	49	20	112	8	18	347	19.62%
Black Male	3	9	12	21	1	1	7	15	69	3.90%
Black Female	3	5	3	1	6	6	0	1	25	1.41%
Hispanic Male	2	3	8	21	0	0	2	9	45	2.54%
Hispanic Female	0	1	2	1	0	4	0	1	9	0.51%
Asian Male	0	2	2	9	1	0	5	1	20	1.13%
Asian Female	0	0	0	0	2	2	0	0	4	0.23%
Am Indian Male	0	0	1	1	0	0	3	2	7	0.40%
Am Indian Female	0	0	1	0	0	0	0	0	1	0.06%
TOTAL	106	233	320	464	37	144	221	244	1769	100.00%