

EEO Utilization Report

Organization Information

Name: City Of Naperville

City: Naperville

State: IL

Zip: 60540

Type: County/Municipal Government (not law enforcement)

Step 1: Introductory Information

Policy Statement:

The City is committed to equal employment opportunity in employment and in selection for employment. Federal and State law prohibits discrimination on the basis of age, race, color, national origin, ancestry, religion, sex, sexual orientation (including gender-related identity), pregnancy (including childbirth, lactation, and related medical conditions), physical or mental disability, genetic information (including testing and characteristics), veteran status, uniformed service-member status, and marital status, in all employment practices. It is City policy to comply with these laws in all employment-related matters.

Following File has been uploaded:Policy 2.1 and 3.11.pdf

Step 4b: Narrative of Interpretation

In reviewing the Utilization Analysis Chart, the City of Naperville recognizes the under utilization by two or more standard deviations of the following categories:

Male/White Administrative Support
Male/Hispanic Skilled Craft
Male/Black Protective Services (sworn)
Male/Asian Technician
Female/White Professional and Skilled Craft
Female/Black Protective Services (sworn)
Female/Asian Technician

The City of Naperville has long been committed to having a diverse workforce that properly represents the community we serve. We will continue to evaluate our practices and work towards enacting best practices in recruiting the above-identified areas.

Step 5: Objectives and Steps

1. To provide equal employment opportunities for the following under-utilized populations when our organization fills vacancies that become available in the following job categories: white females in the professional and skilled craft job categories; black or African-American males and females in the protective services (sworn) job category; white males in the administrative support category; Hispanic males in the skilled craft job category; and Asian males and females in the technician job category

- a. Review the results of the EEOP Utilization report with the City of Naperville's HR Team and Leadership Team within six months of the date of this report
- b. Within six months of this report, review applicant flow data for all vacancies in the current calendar year to determine if the City needs to re-examine recruitment sources. Conduct an annual review of applicant flow data thereafter.
- c. Identify alternative recruitment sources to attract the under-utilized populations within the next six months. Upon identifying the alternative recruitment sources, begin immediately using those sources when advertising for any of the City's external positions.
- d. On an annual basis, audit the alternative advertising sources to determine if they are yielding candidates from our under-represented demographics. Continue to make changes to our advertising sources.

Step 6: Internal Dissemination

The City of Naperville's Human Resources Department will notify employees and supervisors of the EEOP Utilization Report through internal communication means (e.g. email, employee newsletter) and will post the report on the City's internal intranet site.

The City of Naperville's Human Resources Department will distribute a copy of the EEOP Utilization Report to the Board of Fire and Police Commissioners (who are responsible for hiring our sworn police officers and firefighters).

Step 7: External Dissemination

The City of Naperville's Human Resources Department will post a copy of the EEOP Utilization Report on the City's public website.

The City of Naperville's Human Resources Department will include a link to our EEOP Utilization Report on all of our job postings.

Utilization Analysis Chart
Relevant Labor Market: DuPage County, Illinois

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 #/%	29/52%	0/0%	3/5%	0/0%	1/2%	0/0%	0/0%	0/0%	22/39%	0/0%	0/0%	0/0%	1/2%	0/0%	0/0%	0/0%
CLS #/%	44,790/51%	3,250/4%	1,440/2%	20/0%	3,810/4%	20/0%	185/0%	200/0%	26,050/30%	2,610/3%	2,620/3%	25/0%	1,955/2%	0/0%	190/0%	150/0%
Utilization #/%	0%	-4%	4%	-0%	-3%	-0%	-0%	-0%	9%	-3%	-3%	-0%	-0%	0%	-0%	-0%
Professionals																
Workforce #/%	87/58%	7/5%	0/0%	0/0%	6/4%	0/0%	0/0%	0/0%	38/26%	2/1%	2/1%	0/0%	6/4%	0/0%	1/1%	0/0%
CLS #/%	39,015/36%	2,585/2%	1,785/2%	55/0%	6,900/6%	25/0%	385/0%	145/0%	45,685/42%	2,620/2%	3,085/3%	15/0%	5,390/5%	45/0%	295/0%	85/0%
Utilization #/%	22%	2%	-2%	-0%	-2%	-0%	-0%	-0%	-17%	-1%	-2%	-0%	-1%	-0%	0%	-0%
Technicians																
Workforce #/%	67/50%	7/5%	3/2%	0/0%	2/1%	0/0%	4/3%	0/0%	47/35%	2/1%	1/1%	1/1%	0/0%	0/0%	1/1%	0/0%
CLS #/%	4,985/35%	530/4%	125/1%	0/0%	1,040/7%	0/0%	35/0%	65/0%	4,710/33%	665/5%	435/3%	0/0%	1,280/9%	0/0%	220/2%	70/0%
Utilization #/%	14%	1%	1%	0%	-6%	0%	3%	-0%	2%	-3%	-2%	1%	-9%	0%	-1%	-0%
Protective Services: Sworn																
Workforce #/%	255/85%	13/4%	1/0%	1/0%	3/1%	0/0%	1/0%	0/0%	24/8%	1/0%	2/1%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	4,110/64%	400/6%	495/8%	10/0%	180/3%	0/0%	110/2%	0/0%	700/11%	15/0%	340/5%	4/0%	25/0%	0/0%	25/0%	0/0%
Utilization #/%	21%	-2%	-7%	0%	-2%	0%	-1%	0%	-3%	0%	-5%	-0%	-0%	0%	-0%	0%
Protective Services: Non-sworn																
Workforce #/%	12/52%	1/4%	1/4%	1/4%	0/0%	0/0%	0/0%	0/0%	8/35%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	405/46%	0/0%	25/3%	0/0%	0/0%	0/0%	0/0%	0/0%	420/48%	15/2%	15/2%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	6%	4%	2%	4%	0%	0%	0%	0%	-13%	-2%	-2%	0%	0%	0%	0%	0%
Administrative Support																
Workforce #/%	9/11%	2/2%	0/0%	0/0%	0/0%	0/0%	1/1%	0/0%	58/72%	6/7%	4/5%	1/1%	0/0%	0/0%	0/0%	0/0%
CLS #/%	49,190/29%	8,290/5%	4,375/3%	80/0%	4,970/3%	15/0%	455/0%	250/0%	75,795/45%	12,665/7%	7,950/5%	60/0%	4,900/3%	30/0%	590/0%	290/0%

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	
	%								%	%							
Utilization #/%	-18%	-2%	-3%	-0%	-3%	-0%	1%	-0%	27%	-0%	0%	1%	-3%	-0%	-0%	-0%	
Skilled Craft																	
Workforce #/%	119/92%	8/6%	2/2%	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 #/%	26,340/67%	7,105/18%	1,120/3%	50/0%	1,145/3%	15/0%	215/1%	150/0%	1,400/4%	975/2%	195/0%	45/0%	375/1%	0/0%	0/0%	0/0%	
Utilization #/%	25%	-12%	-1%	-0%	-3%	-0%	-1%	-0%	-4%	-2%	-0%	-0%	-1%	0%	0%	0%	
Service/Maintenance																	
Workforce #/%	15/71%	0/0%	0/0%	0/0%	1/5%	0/0%	2/10%	0/0%	1/5%	2/10%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	
CLS #/%	34,940/29%	28,555/24%	4,505/4%	115/0%	3,825/3%	0/0%	270/0%	365/0%	26,385/22%	13,535/11%	3,720/3%	25/0%	4,040/3%	30/0%	370/0%	160/0%	
Utilization #/%	43%	-24%	-4%	-0%	2%	0%	9%	-0%	-17%	-2%	-3%	-0%	-3%	-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
Professionals									✓							
Technicians					✓								✓			
Protective Services: Sworn			✓								✓					
Administrative Support	✓															
Skilled Craft		✓							✓							

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: Stephanie Gianetto

Human Resources Generalist

05-22-2018

[signature]

[title]

[date]