

EEO Utilization Report

Organization Information

Name: Lumpkin County Board Of Commissioners

City: Dahlonega

State: GA

Zip: 30533

Type: County/Municipal Government (not law enforcement)

Step 1: Introductory Information

Policy Statement:

Equal Opportunity Nondiscrimination Policy

It is the policy of the Lumpkin County Board of Commissioners to provide a work environment that is free from unlawful discrimination and harassment based on race, color, religion, gender, national origin, age, disability or genetic information. The County is committed to complying with all applicable federal, state and local laws that pertain to employment.

Step 4b: Narrative of Interpretation

The county's Human Resources department reviewed the Utilization Analysis and noted the following:

1. White females were under-represented in the following category: Technicians (-39%).
2. Black females were under-represented in the following category: Technicians (-12%).
3. Hispanic or Latino males were under-represented in the following category: Skilled Craft (-14%).
4. Hispanic or Latino males were under-represented in the following category: Service/Maintenance (-10%).

Step 5: Objectives and Steps

1. Our objective is to provide equal employment opportunities for Black or African American women and White women when our organization fills vacancies that become available in the Technicians job category.

a. For Lumpkin County government, the technician category includes only three job titles and only three positions: Recycling Technician, Public Works Technical Advisor, and Surveying/Mapping Technician. These positions rarely come open, but when they do, Lumpkin County will advertise as follows: locally, in a broader area with technical schools, and on professional websites as available/applicable. This process should allow the county to recruit from a broader base of candidates, reaching more females, both Black/African American and White.

2. Our objective is to provide equal employment opportunities for Hispanic or Latino males when our organization fills vacancies that become available in the Skilled Craft and Service/Maintenance job categories.

a. As a small local government, Lumpkin County continually works to recruit the best qualified individuals; however, our pay rates are not competitive when compared to private businesses such as landscaping companies, veterinarians offices, and automotive dealerships/service centers. Lumpkin County will continue to recruit using the local newspaper, the county's website, and online ads, while attempting to interest Hispanic or Latino in working locally to avoid driving out of town.

Step 6: Internal Dissemination

1. Distribute a hard copy of the EEOP Utilization Report to managers.
2. Post a copy of the EEOP Utilization Report on the Employee Only section of Lumpkin County's website.
3. Include a bound copy of the EEOP Utilization Report among the materials displayed in the lobby of Lumpkin County's Human Resources Office and make the Utilization Report available through the County Managers office.

Step 7: External Dissemination

1. Post a notice on the county's website that the Utilization Report is available for review.
2. Include a bound copy of the EEOP Utilization Report among the materials displayed in the lobby of Lumpkin County's Human Resources Office and make the Utilization Report available through the County Managers office.
3. On the job posting section of the county's website, include that applicants may obtain a copy of the county's EEOP Utilization Report on request.

Utilization Analysis Chart
Relevant Labor Market: Lumpkin County, Georgia

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 #/%	31/67%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	15/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	605/57%	0/0%	15/1%	0/0%	0/0%	0/0%	0/0%	0/0%	440/42%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	10%	0%	-1%	0%	0%	0%	0%	0%	-9%	0%	0%	0%	0%	0%	0%	0%
Professionals																
Workforce #/%	3/38%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	5/62%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	405/29%	0/0%	25/2%	0/0%	0/0%	0/0%	0/0%	0/0%	865/61%	45/3%	60/4%	15/1%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	9%	0%	-2%	0%	0%	0%	0%	0%	1%	-3%	-4%	-1%	0%	0%	0%	0%
Technicians																
Workforce #/%	2/67%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	25/16%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	115/72%	0/0%	20/12%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	51%	0%	0%	0%	0%	0%	0%	0%	-39%	0%	-12%	0%	0%	0%	0%	0%
Protective Services: Sworn																
Workforce #/%	112/87%	2/2%	0/0%	0/0%	0/0%	0/0%	1/1%	0/0%	14/11%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	105/91%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	10/9%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-4%	2%	0%	0%	0%	0%	1%	0%	2%	0%	0%	0%	0%	0%	0%	0%
Protective Services: Non-sworn																
Workforce #/%	17/81%	1/5%	1/5%	0/0%	0/0%	0/0%	0/0%	0/0%	2/10%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
Utilization #/%																
Administrative Support																
Workforce #/%	24/21%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	89/77%	0/0%	0/0%	0/0%	1/1%	0/0%	1/1%	0/0%
CLS #/%	535/21%	20/1%	0/0%	0/0%	40/2%	0/0%	0/0%	0/0%	1,855/73%	55/2%	15/1%	20/1%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-0%	-1%	0%	0%	-2%	0%	0%	0%	4%	-2%	-1%	-1%	1%	0%	1%	0%
Skilled Craft																

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 #/%	17/94%	1/6%	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%	0/0%
CLS #/%	685/77%	175/20%	0/0%	0/0%	0/0%	0/0%	25/3%	0/0%	4/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	17%	-14%	0%	0%	0%	0%	-3%	0%	-0%	0%	0%	0%	0%	0%	0%	0%
Service/Maintenance																
Workforce #/%	6/40%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	8/53%	1/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	990/37%	280/10%	35/1%	20/1%	4/0%	0/0%	95/4%	0/0%	1,050/39%	170/6%	25/1%	0/0%	30/1%	0/0%	0/0%	0/0%
Utilization #/%	3%	-10%	-1%	-1%	-0%	0%	-4%	0%	14%	0%	-1%	0%	-1%	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.

[signature]

[title]

[date]