

EEO Utilization Report

Organization Information

Name: Rhode Island Department Of Corrections

City: Cranston

State: RI

Zip: 02920

Type: State Correctional Department and/or Institution

Tue 11-01-2022 11:18:03 EDT

Step 1: Introductory Information

Policy Statement:

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The Rhode Island Department of Corrections (RIDOC), in accordance with Rhode Island General Law §28-5.1-1 et seq. has established an Equal Employment Opportunity/Affirmative Action policy. This policy [3.03-7] applies in all areas where the Department dollar is spent.

RIDOC does hereby reaffirm its policy of equal employment opportunity for all qualified applicants and employees regardless of race, color, creed, religion, age, sex, ethnicity, national origin, military service, veteran status, marital status, sexual orientation, gender identity or expression, genetic information, the presence of a sensory, mental, or physical disability, or other status protected by law. All programs, training, activities, management practices, all phases of employment including recruitment, selection, retention, placement, salary/wage, leave, lay-offs, transfers, recall from lay-offs, promotions, and discipline and all other personnel actions by RIDOC are administered in a manner consistent with the intent of this policy. RIDOC, in accordance with Executive Order 05-01 (Promotion of Equal Opportunity and the Prevention of Sexual Harassment in State Government), reaffirms its commitment to demonstrating positive results in the employment, appointment, and delivery of services to racial/ethnic minorities, women, and the disabled. In addition, RIDOC continues to strive to prevent and eliminate harassment, sexual harassment, or discrimination by supervisors or co-workers on the basis of race, color, creed, religion, age, sex, ethnicity, national origin, military service, veteran status, marital status, sexual orientation, gender identity or expression, genetic information, the presence of a sensory, mental, or physical disability or other status protected by law. All managers and supervisors, and ultimately the RIDOC Director (Director), are directly responsible for the implementation of this policy.

Step 4b: Narrative of Interpretation

The Rhode Island Department of Corrections (RIDOC) understands certain race or ethnic groups may be underutilized in specific job categories, which is outlined in the 'Significant Underutilization Chart'. Asian males are underutilized in professionals.

White males are underutilized in professionals and administrative support. Hispanic or Latino males are underutilized in protective services: sworn-patrol officers. Those males who did not identify a race or ethnicity are categorized as "other" and are underutilized in protective services: sworn patrol officers. White females are underutilized in protective services: sworn-patrol officers. Hispanic or Latino females are underutilized in protective services: sworn-patrol officers. Black or African American females are underutilized in protective services: sworn-patrol services. Asian females are underutilized in protective services: sworn-patrol & non-sworn. Those females who did not identify a race or ethnicity are categorized as "other" and are underutilized in protective services: sworn patrol officers.

Step 5: Objectives and Steps

1. Our objective is to provide equal employment opportunities for white males when our organization fills vacancies that become available in professionals or administrative support job categories.

- a. Our objective is to provide equal employment opportunities for white males when our organization fills vacancies that become available in professionals, or administrative support job categories.
- b. Our organization will review all employment organizational data related to the Professionals & Administrative Support job categories to identify any issues that may pose barriers for White males (e.g., review the records of exit interviews of former employees; examine applicant flow data for recent vacancies; review job posting and advertising practices; determine whether there are in-house career paths; evaluate the hiring, retention, and attrition rates for particular positions or for particular offices or regions).

2. Our objective is to provide equal employment opportunities for Asian males when our organization fills vacancies that become available in the professionals job category.

- a. Our organization will designate a person on our human resources team to serve as a liaison and outreach coordinator to educational institutions and professional organizations with significant Asian male members.
- b. Our organization will review all employment organizational data related to the Professionals job category to identify any issues that may pose barriers for Asian males (e.g., review the records of exit interviews of former employees; examine applicant flow data for recent vacancies; review job posting and advertising practices; determine whether there are in-house career paths; evaluate the hiring, retention, and attrition rates for particular positions or for particular offices or regions).

3. Our objective is to provide equal employment opportunities for Hispanic or Latino males when our organization fills vacancies that become available in the Protective Services: Sworn-Patrol Officer job category.

- a. Our organization will designate a person on our human resources team to serve as a liaison and outreach coordinator to educational institutions and professional organizations with significant Hispanic or Latino male members.
- b. Our organization will review all employment organizational data related to the Protective Services: Sworn-Patrol Officer job category to identify any issues that may pose barriers for Hispanic or Latino males (e.g., review the records of exit interviews of former employees; examine applicant flow data for recent vacancies; review job posting and advertising practices; determine whether there are in-house career paths; evaluate the hiring, retention, and attrition rates for particular positions or for particular offices or regions).

4. Our objective is to provide equal employment opportunities for males who do not identify and race or ethnicity (Other) when our organization fills vacancies that become available in the Protective Services: Sworn-Patrol Officer job category.

- a. Our organization will designate a person on our human resources team to serve as a liaison and outreach coordinator to educational institutions and professional organizations with significant male members who do not identify with a particular race or ethnicity.

b. Our organization will review all employment organizational data related to the Protective Services: Sworn-Patrol Officer job category to identify any issues that may pose barriers for males who do not identify with one particular race or ethnicity (e.g., review the records of exit interviews of former employees; examine applicant flow data for recent vacancies; review job posting and advertising practices; determine whether there are in-house career paths; evaluate the hiring, retention, and attrition rates for particular positions or for particular offices or regions).

5. Our objective is to provide equal employment opportunities for white females when our organization fills vacancies that become available in the Protective Services Sworn-Patrol Officer job categories.

- a. Our organization will designate a person on our human resources team to serve as a liaison and outreach coordinator to educational institutions and professional organizations with significant white female members.
- b. Our organization will review all employment organizational data related to the Protective Services: Sworn-Patrol Officer job categories to identify any issues that may pose barriers for white females (e.g., review the records of exit interviews of former employees; examine applicant flow data for recent vacancies; review job posting and advertising practices; determine whether there are in-house career paths; evaluate the hiring, retention, and attrition rates for particular positions or for particular offices or regions).

6. Our objective is to provide equal employment opportunities for Hispanic or Latino females when our organization fills vacancies that become available in the Protective Services: Sworn-Patrol Officer job category.

- a. Our organization will designate a person on our human resources team to serve as a liaison and outreach coordinator to educational institutions and professional organizations with significant Hispanic or Latino female members.
- b. Our organization will review all employment organizational data related to the Protective Services: Sworn-Patrol Officer job category to identify any issues that may pose barriers for Hispanic or Latino women (e.g., review the records of exit interviews of former employees; examine applicant flow data for recent vacancies; review job posting and advertising practices; determine whether there are in-house career paths; evaluate the hiring, retention, and attrition rates for particular positions or for particular offices or regions).

7. Our objective is to provide equal employment opportunities for Black or African American females when our organization fills vacancies that become available in the Protective Services: Sworn-Patrol Officer job category.

- a. Our organization will review all employment organizational data related to the Protective Services: Sworn-Patrol Officer job category to identify any issues that may pose barriers for Black or African American women (e.g., review the records of exit interviews of former employees; examine applicant flow data for recent vacancies; review job posting and advertising practices; determine whether there are in-house career paths; evaluate the hiring, retention, and attrition rates for particular positions or for particular offices or regions).
- b. Our organization will designate a person on our human resources team to serve as a liaison and outreach coordinator to educational institutions and professional organizations with significant Black or African American female members.

8. Our objective is to provide equal employment opportunities for Asian females when our organization fills vacancies that become available in the Protective Services: Sworn-Patrol Officer job categories.

- a. Our organization will designate a person on our human resources team to serve as a liaison and outreach coordinator to educational institutions and professional organizations with significant Asian female members.
- b. Our organization will review all employment organizational data related to the Protective Services: Sworn-Patrol Officer job categories to identify any issues that may pose barriers for Asian females (e.g., review the records of exit interviews of former employees; examine applicant flow data for recent vacancies; review job posting and advertising practices; determine whether there are in-house career paths; evaluate the hiring, retention, and attrition rates for particular positions or for particular offices or regions).

9. Our objective is to provide equal employment opportunities for those females who do not identify with a particular race or ethnicity (Other) when our organization fills vacancies that become available in the Protective Services: Sworn-Patrol Officer job category.

- a. Our organization will designate a person on our human resources team to serve as a liaison and outreach coordinator to educational institutions and professional organizations with female members who do not identify with a particular race or ethnicity.

b. Our organization will review all employment organizational data related to the Protective Services: Sworn-Patrol Officer job category to identify any issues that may pose barriers for females who do not identify with a particular race or ethnicity (e.g., review the records of exit interviews of former employees; examine applicant flow data for recent vacancies; review job posting and advertising practices; determine whether there are in-house career paths; evaluate the hiring, retention, and attrition rates for particular positions or for particular offices or regions).

Step 6: Internal Dissemination

Initiative: Post report on RIDOC intranet, the Departments internal website accessible to most Department employees.

Responsible party/parties: Director Patricia Coyne-Fague and Agency IT Manager Michelle Lanciaux

Timeline for completion: TBD.

Initiative: Post information about the report and where to obtain a copy of it on bulletin boards located in staff breakrooms (this is important because not all RIDOC staff have computer access and may not see it on the Departments

intranet site) Responsible party/parties: Director Patricia Coyne-Fague, Assistant Director for Institutions and Operations Rui Diniz and the facility supervisors within the High Security, Maximum Security, Medium Security, Minimum Security and Women's facilities, as well as unit managers in the Dix building (an office building).

Timeline for completion: TBD.

Initiative: Distribute electronic copy of utilization report to all RIDOC Division unit heads and managers

Responsible party/parties: Assistant Director of Administration Wayne Salisbury

Timeline for completion: TBD.

Initiative: Notify uniformed staff via roll call as to how to obtain a copy of the report (this is important because not all RIDOC staff have computer access and may not see it on the Departments intranet site).

Responsible party/parties: Assistant Director of Institutions and Operations Rui Diniz will direct all facility

Wardens to ensure that the notice is read at roll call (start of officers' shifts) for five consecutive days, all shifts.

Timeline for completion: TBD.

Step 7: External Dissemination

Initiative: Post new EEO Utilization Report report on RIDOCs public website (www.doc.ri.gov) in a conspicuous location on the home page. Responsible party/parties: Principal Planner Leann Anderson working in conjunction with Data Analyst I, Keith Ivone.

Timeline for completion: this will be accomplished by TBD.

Initiative: Ensure physical copies of report are available to the public at the Administration building of the Department of Corrections as well as the Human Resources office which services the Department of Corrections, as these are the main RIDOC buildings the public accesses.

Responsible party/parties: Director Patricia Coyne-Fague, Human Resources Coordinator Paul Gutowski

Time for completion: TBD.

Initiative: Recommend placement of report on RIs state purchasing website, as well as website that advertises RI state job vacancies

Responsible party/parties: Director Patricia Coyne-Fague will make recommendation to RI Department of Administration Director James Thorsen.

Timeline for completion: TBD

Utilization Analysis Chart
Relevant Labor Market: Providence County, Rhode Island

Job Categories	Male										Female																																																																																																																																																																																																																																																																																																																																																																																											
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Sworn-Officials																	Workforce #%	66/85%	1/1%	2/3%	0/0%	2/3%	0/0%	0/0%	0/0%	4/5%	2/3%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%	CLS #%	4,890/77%	315/5%	225/4%	0/0%	25/0%	0/0%	35/1%	45/1%	555/9%	75/1%	100/2%	0/0%	0/0%	0/0%	30/0%	15/0%	Utilization #%	7%	-4%	-1%	0%	2%	0%	-1%	-1%	-4%	1%	-0%	0%	0%	0%	-0%	-0%	Protective Services:																	Sworn-Patrol Officers																	Workforce #%	597/68%	63/7%	102/12%	1/0%	13/1%	1/0%	2/0%	0/0%	73/8%	12/1%	12/1%	1/0%	2/0%	1/0%	1/0%	0/0%	Civilian Labor Force #%	9,120/34%	3,940/15%	1,450/5%	40/0%	450/2%	0/0%	194/1%	260/1%	6,445/24%	2,585/10%	1,535/6%	39/0%	520/2%	20/0%	150/1%	170/1%	Utilization #%	34%	-7%	6%	-0%	-0%	0%	-0%	-1%	-15%	-8%	-4%	-0%	-2%	0%	-0%	-1%	Protective Services: Non-Sworn																																																																																																																																																																																																																																													
Workforce #%	66/85%	1/1%	2/3%	0/0%	2/3%	0/0%	0/0%	0/0%	4/5%	2/3%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%																																																																																																																																																																																																																																																																																																																																																																																						
CLS #%	4,890/77%	315/5%	225/4%	0/0%	25/0%	0/0%	35/1%	45/1%	555/9%	75/1%	100/2%	0/0%	0/0%	0/0%	30/0%	15/0%																																																																																																																																																																																																																																																																																																																																																																																						
Utilization #%	7%	-4%	-1%	0%	2%	0%	-1%	-1%	-4%	1%	-0%	0%	0%	0%	-0%	-0%																																																																																																																																																																																																																																																																																																																																																																																						
Protective Services:																	Sworn-Patrol Officers																	Workforce #%	597/68%	63/7%	102/12%	1/0%	13/1%	1/0%	2/0%	0/0%	73/8%	12/1%	12/1%	1/0%	2/0%	1/0%	1/0%	0/0%	Civilian Labor Force #%	9,120/34%	3,940/15%	1,450/5%	40/0%	450/2%	0/0%	194/1%	260/1%	6,445/24%	2,585/10%	1,535/6%	39/0%	520/2%	20/0%	150/1%	170/1%	Utilization #%	34%	-7%	6%	-0%	-0%	0%	-0%	-1%	-15%	-8%	-4%	-0%	-2%	0%	-0%	-1%	Protective Services: Non-Sworn																																																																																																																																																																																																																																																																																																																	
Sworn-Patrol Officers																	Workforce #%	597/68%	63/7%	102/12%	1/0%	13/1%	1/0%	2/0%	0/0%	73/8%	12/1%	12/1%	1/0%	2/0%	1/0%	1/0%	0/0%	Civilian Labor Force #%	9,120/34%	3,940/15%	1,450/5%	40/0%	450/2%	0/0%	194/1%	260/1%	6,445/24%	2,585/10%	1,535/6%	39/0%	520/2%	20/0%	150/1%	170/1%	Utilization #%	34%	-7%	6%	-0%	-0%	0%	-0%	-1%	-15%	-8%	-4%	-0%	-2%	0%	-0%	-1%	Protective Services: Non-Sworn																																																																																																																																																																																																																																																																																																																																		
Workforce #%	597/68%	63/7%	102/12%	1/0%	13/1%	1/0%	2/0%	0/0%	73/8%	12/1%	12/1%	1/0%	2/0%	1/0%	1/0%	0/0%																																																																																																																																																																																																																																																																																																																																																																																						
Civilian Labor Force #%	9,120/34%	3,940/15%	1,450/5%	40/0%	450/2%	0/0%	194/1%	260/1%	6,445/24%	2,585/10%	1,535/6%	39/0%	520/2%	20/0%	150/1%	170/1%																																																																																																																																																																																																																																																																																																																																																																																						
Utilization #%	34%	-7%	6%	-0%	-0%	0%	-0%	-1%	-15%	-8%	-4%	-0%	-2%	0%	-0%	-1%																																																																																																																																																																																																																																																																																																																																																																																						
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 #%	14/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	16/38%	1/2%	11/26%	0/0%	0/0%	0/0%	0/0%	0/0%					
CLS #%	260/26%	55/6%	25/3%	0/0%	15/2%	0/0%	0/0%	470/47%	110/11%	15/2%	0/0%	30/3%	0/0%	15/2%	0/0%					
Utilization #%	7%	-6%	-3%	0%	-2%	0%	0%	-9%	-9%	25%	0%	-3%	0%	-2%	0%					
Administrative Support																				
Workforce #%	3/4%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	58/78%	6/8%	6/8%	0/0%	1/1%	0/0%	0/0%	0/0%					
CLS #%	20,060/27%	2,590/3%	1,510/2%	35/0%	645/1%	0/0%	330/0%	40,010/53%	4,930/7%	2,440/3%	140/0%	1,215/2%	0/0%	425/1%	560/1%					
Utilization #%	-23%	-3%	-2%	-0%	-1%	0%	-0%	25%	2%	5%	-0%	-0%	0%	-1%	-1%					
Skilled Craft																				
Workforce #%	9/90%	1/10%	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 #%	15,350/76%	1,735/9%	720/4%	65/0%	300/1%	0/0%	250/1%	825/4%	445/2%	100/0%	0/0%	70/0%	0/0%	0/0%	10/0%					
Utilization #%	14%	1%	-4%	-0%	-1%	0%	-1%	-4%	-2%	-0%	0%	-0%	0%	0%	-0%					
Service/Maintenance																				
Workforce #%	15/94%	0/0%	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%					
CLS #%	26,215/34%	9,630/13%	2,800/4%	70/0%	1,175/2%	0/0%	400/1%	555/1%	21,600/28%	8,440/11%	3,150/4%	95/0%	1,370/2%	0/0%	360/0%					
Utilization #%	60%	-13%	3%	-0%	-2%	0%	-1%	-1%	-28%	-11%	4%	-0%	-2%	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	✓				✓											
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	
Correctional Officer																	
Captain																	
Workforce #/%	13/93%	0/0%	0/0%	0/7%	1/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	
Records and ID Captain																	
Workforce #/%	1/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	
Correctional Officer																	
Training Supervisor																	
Workforce #/%	2/100%	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%	
Correctional Officer																	
Investigator II																	
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%	
Records and ID																	
Lieutenant																	
Workforce #/%	3/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/17%	2/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	
Correctional Officer																	
Lieutenant																	
Workforce #/%	46/87%	1/2%	2/4%	0/2%	1/2%	0/0%	0/0%	0/0%	2/4%	0/0%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%	
Protective Services:																	
Sworn-Patrol Officers																	
Workforce #/%	597/88%	63/7%	102/12%	1/1%	13/1%	1/0%	2/0%	0/0%	73/8%	12/1%	12/1%	1/0%	2/0%	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.

Certified As Final By: Keith Ivone

Data Analyst 1

11-01-2022

[signature]

[title]

[date]