

EEOP Utilization Report



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Step 1: Introductory Information

Grant Title:	Second Chance Act Adult Offender Comprehensive Statewide Recidivism Reduction Demonstration Program	Grant Number:	BJA-2012-3251
Grantee Name:	Rhode Island Department of Corrections	Award Amount:	\$808,864.00
Grantee Type:	State Government Agency		
Address:	40 howard ave cranston, Rhode Island 02910		
Contact Person:	Erin Boyar	Telephone #:	401-462-1624
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DOJ Grant Manager:	Ania Dobrzanska	DOJ Telephone #:	202-353-2155

Policy Statement:

<http://www.doc.ri.gov/documents/administration/policy/3.03-6.pdf>

Step 4b: Narrative Underutilization Analysis

The Rhode Island Department of Corrections (RIDOC) understands certain race or ethnic groups may be underutilized in specific job categories (i.e. white males underutilized in administrative support and professionals).

Step 5 & 6: Objectives and Steps

1. 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 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 males members.
- b. Our organization will review all employment organizational data related to the Protective Services 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 advertizing 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 Protective Services 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 Protective Services job category to identify any issues that may pose barriers for Asians males (e.g., review the records of exit interviews of former employees; examine applicant flow data for recent vacancies; review job posting and advertizing 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 white females when our organization fills vacancies that become available in the Protective Services both sworn and non-sworn 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 women members.
- b. Our organization will review all employment organizational data related to the Protective Services both sworn and not sworn job category to identify any issues that may pose barriers for white women (e.g., review the records of exit interviews of former employees; examine applicant flow data for recent vacancies; review job posting and advertizing 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 Hispanic or Latino women when our organization fills vacancies that become available in the Protective Services Sworn Patrol 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 women members.
- b. Our organization will review all employment organizational data related to the Protective Services sworn 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 advertizing 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 Asian women 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 Asian women 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 Asian women (e.g., review the records of exit

interviews of former employees; examine applicant flow data for recent vacancies; review job posting and advertizing 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 white 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 white male members.
- b. Our organization will review all employment organizational data related to the Professional job category 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 advertizing 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 7a: Internal Dissemination

Posting the EEOP Utilization Report on the RIDOC intranet, an in-house, electronic communication service that only employees can access;

Posting information on bulletin boards in RIDOC break areas about how to obtain a copy of the EEOP Utilization Report;

Distributing a copy of the EEOP Utilization Report to all of a RIDOC supervisors and department heads;

RIDOC staff will be notified via roll call about the EEOP Utilization Report.

Step 7b: External Dissemination

Posting a copy of the EEOP Utilization Report on the RIDOC's public website.

Utilization Analysis Chart
Relevant Labor Market: Rhode Island

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 #/%	29/45%	2/3%	2/3%	0/0%	0/0%	0/0%	0/0%	0/0%	26/41%	2/3%	3/5%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	30,595/52%	990/2%	885/1%	4/0%	460/1%	0/0%	265/0%	205/0%	22,660/38%	935/2%	905/2%	20/0%	580/1%	30/0%	430/1%	240/0%
Utilization #/%	-6%	1%	2%	-0%	-1%	0%	-0%	-0%	2%	2%	3%	-0%	-1%	-0%	-1%	-0%
Professionals																
Workforce #/%	40/21%	5/3%	6/3%	0/0%	2/1%	0/0%	0/0%	0/0%	104/56%	10/5%	19/10%	0/0%	1/1%	0/0%	0/0%	0/0%
CLS #/%	37,150/37%	1,340/1%	1,565/2%	70/0%	2,050/2%	0/0%	295/0%	180/0%	51,035/51%	1,995/2%	1,770/2%	35/0%	1,450/1%	0/0%	389/0%	250/0%
Utilization #/%	-16%	1%	2%	-0%	-1%	0%	-0%	-0%	4%	3%	8%	-0%	-1%	0%	-0%	-0%
Technicians																
Workforce #/%	3/60%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/40%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	4,995/38%	260/2%	170/1%	0/0%	200/2%	0/0%	4/0%	60/0%	6,345/48%	290/2%	370/3%	25/0%	250/2%	0/0%	140/1%	20/0%
Utilization #/%	22%	-2%	-1%	0%	-2%	0%	-0%	-0%	-8%	-2%	-3%	-0%	-2%	0%	-1%	-0%
Protective Services: Sworn-Officials																
Workforce #/%	110/89%	1/1%	2/2%	0/0%	0/0%	0/0%	0/0%	0/0%	7/6%	1/1%	2/2%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	7,750/78%	315/3%	365/4%	0/0%	25/0%	0/0%	70/1%	150/2%	900/9%	100/1%	100/1%	0/0%	55/1%	0/0%	30/0%	15/0%
Utilization #/%	11%	-2%	-2%	0%	-0%	0%	-1%	-2%	-3%	-0%	1%	0%	-1%	0%	-0%	-0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	604/74%	41/5%	75/9%	2/0%	6/1%	0/0%	0/0%	0/0%	66/8%	11/1%	12/1%	1/0%	1/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	4,075/25%	5,700/35%	480/3%	25/0%	275/2%	0/0%	90/1%	105/1%	1,890/12%	2,665/16%	405/3%	50/0%	320/2%	0/0%	60/0%	30/0%
Utilization #/%	49%	-30%	6%	0%	-1%	0%	-1%	-1%	-4%	-15%	-1%	-0%	-2%	0%	-0%	-0%
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 #/%	19/27%	8/11%	6/9%	1/1%	2/3%	0/0%	0/0%	0/0%	25/36%	2/3%	7/10%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	355/24%	55/4%	25/2%	0/0%	15/1%	0/0%	0/0%	30/2%	795/54%	110/7%	15/1%	0/0%	30/2%	0/0%	40/3%	10/1%
Utilization #/%	3%	8%	7%	1%	2%	0%	0%	-2%	-18%	-5%	9%	0%	-2%	0%	-3%	-1%
Administrative Support																
Workforce #/%	6/8%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	59/77%	3/4%	6/8%	0/0%	3/4%	0/0%	0/0%	0/0%
CLS #/%	36,900/29%	3,510/3%	1,710/1%	45/0%	855/1%	0/0%	475/0%	345/0%	70,015/55%	5,825/5%	3,040/2%	335/0%	1,760/1%	15/0%	760/1%	650/1%
Utilization #/%	-21%	-3%	-1%	-0%	-1%	0%	-0%	-0%	21%	-1%	5%	-0%	3%	-0%	-1%	-1%
Skilled Craft																
Workforce #/%	13/87%	1/7%	1/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	30,970/81%	2,455/6%	1,070/3%	110/0%	565/1%	40/0%	410/1%	335/1%	1,565/4%	530/1%	100/0%	0/0%	190/0%	0/0%	0/0%	10/0%
Utilization #/%	6%	0%	4%	-0%	-1%	-0%	-1%	-1%	-4%	-1%	-0%	0%	-0%	0%	0%	-0%
Service/Maintenance																
Workforce #/%	23/96%	0/0%	1/4%	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 #/%	49,200/38%	12,075/9%	3,920/3%	90/0%	1,750/1%	0/0%	715/1%	690/1%	41,795/33%	10,370/8%	4,045/3%	230/0%	2,010/2%	35/0%	540/0%	850/1%
Utilization #/%	57%	-9%	1%	-0%	-1%	0%	-1%	-1%	-33%	-8%	-3%	-0%	-2%	-0%	-0%	-1%

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		✓			✓		✓	✓	✓	✓			✓			
Protective Services: Non-sworn									✓							
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 #/%	11/92%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/8%	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 Investigator II																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Correctional Officer Security Specialist																
Workforce #/%	5/100%	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 Training Supervisor																
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 Lieutenant																
Workforce #/%	53/95%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/4%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Records and ID Lieutenant																
Workforce #/%	6/86%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/14%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Correctional Officer Training Instructor																
Workforce #/%	4/67%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/17%	1/17%	0/0%	0/0%	0/0%	0/0%	0/0%
Correctional Officer Steward																
Workforce #/%	18/90%	0/0%	2/10%	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%
Correctional Officer Armorer																
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%
Correctional Officer																

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
Investigator																
Workforce #/%	7/88%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/12%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Correctional Officer Canine																
Workforce #/%	3/100%	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%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	604/74%	41/5%	75/9%	2/1%	6/1%	0/0%	0/0%	0/0%	66/8%	11/1%	12/1%	1/0%	1/0%	0/0%	0/0%	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 EEOP Utilization Report.

I have reviewed the foregoing EEOP Utilization Report and certify the accuracy of the reported workforce data and our organization's employment policies.

[signature]

[title]

[date]