



U.S. Department of Justice

Office of Justice Programs

Office for Civil Rights

Washington, D.C. 20531

June 29, 2021

Jodi Wertheimer
EEO Analyst
County Of Orange
333 W Santa Ana Blvd.
Santa Ana, CA 92701

Re: Equal Employment Opportunity Plan (EEOP) Utilization Report for County Of Orange, 21-OCR-1087

Dear Ms. Wertheimer,

The Office for Civil Rights, Office of Justice Programs, has reviewed and approved the Equal Employment Opportunity Plan (EEOP) Utilization Report that you submitted in accordance with the grant conditions set forth by either the Omnibus Crime Control and Safe Streets Act of 1968 (Safe Streets Act), Juvenile Justice and Delinquency Prevention Act of 1974, the Victims of Crime Act of 1984 or their implementing regulations. The approval of your EEOP Utilization Report is effective for two years from the date of this letter, and satisfies the EEOP reporting requirement for all open Department of Justice (DOJ) awards during the two-year period.

Your organization may, however, have additional civil rights compliance requirements if it receives funding from grant programs other than the ones listed above. For example, if your organization is a recipient of funding from the Office on Violence Against Women (OVW), your organization's non-discrimination policies and practices should also include prohibitions on discrimination on the bases of actual or perceived sexual orientation and gender identity.

If you have any questions regarding this matter, please contact the Office for Civil Rights at (202) 307-0690.

Sincerely,

X *Michael L. Alston*

Michael L. Alston
Director
Signed by: Michael Alston

EEO Utilization Report

Organization Information

Name: County Of Orange

City: Santa Ana

State: CA

Zip: 92701

Type: County/Municipal Government (not law enforcement)

Step 1: Introductory Information

Policy Statement:

See Attachment

Following File has been uploaded:County of Orange EEO and Anti-Harassment Policy.pdf

Step 4b: Narrative of Interpretation

See Uploaded Document - 4B Response County of Orange

Following File has been uploaded:4B Response County of Orange.doc

Step 5: Objectives and Steps

1. 1. To continue to reduce underutilization and increase representation of employees in the identified categories. The County of Orange will continue to focus recruitment efforts in underutilized categories so as to continue to move closer to the demographics of the relevant labor market.

- a. All County jobs are posted on The Careers in Government Job Board which automatically posts on the top 8 Diversity websites: africanamericanjobnetwork.com, asianjobnetwork.com, disabilityjobnetwork.com, latinojobnetwork.com, lgbtjobnetwork.com, retirementjobnetwork.com, veteranjobnetwork.net, womensjobnetwork.com, findacaliforniajob.com
- b. The Careers in Government Job Board's targeted Social Media network reaches 15-million+ users per month. (Twitter, Facebook, Linked In, Instagram)
- c. Posting job opportunities with the Careers in Government Job Board allows access to private-sector job boards reaching an additional 21- million users per month.
- d. Communicate promotional and new job opportunities to existing staff, interns, and volunteers, as applicable. In addition, provide transfer opportunities and placements and include them in the recruitment process, as applicable.
- e. Regularly review the compensation offered by the County of Orange on a routine basis to ensure it is competitive in the job market for each type of position.
- f. Continue to advertise recruitments and job opportunities on the County of Orange website, through job-specific sites, and through strategically identified organizations, networks, and communities within Orange County.
- g. Promote diversity by using recruitment materials that reflect a diverse workforce, such as in the pictures selected and by featuring County of Orange employees.
- h. Participate in on-campus recruitment activities at local colleges and universities, such as school-sponsored career fairs, while promoting entry-level classifications and highlighting the benefits of a career at the County.
- i. Emphasize the selection process is not a barrier for prospective employees and state in job postings the the County of Orange is an equal employment opportunity employer to encourage applicants from diverse backgrounds to apply.
- j. Provide internship and volunteer opportunities to work in a variety of areas within the County such as the District Attorney's Office, Auditor-Controller, Orange County Sheriff Department, and Health Care Agency.
- k. Participate in or help organize community events such as the OC Fair, local festivals, and animal adoption days to demonstrate the diversity of the County and promote job opportunities.
- l. Regularly review the processes for selection of candidates and to establish a list of qualified candidates. This includes ensuring screening of applications, testing of applicants, and the interview process are consistent and the County's practices ensure there are no barriers to any particular group of individuals throughout the hiring process.

Step 6: Internal Dissemination

Distribute a soft copy of the EEOP Utilization Report to all County employees and within the email notify staff that the report is available on the County's internet and intranet site for future reference.

Use County newsletters such as the "Snapshot" (HR only) and the "County Connection" (all employees) to provide information about the EEO Utilization Report and a link to the report.

Present the EEOP Utilization Report to the County's Recruitment team in a live virtual session.

Step 7: External Dissemination

Inform applicants, vendors, providers, and suppliers that the EEOP Utilization Report is available on the County's internet site. Hard copies of the report will be available through Human Resource Services reception upon request.

Utilization Analysis Chart
Relevant Labor Market: Orange County, California

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 #/%	378/26%	111/8%	16/1%	0/0%	116/8%	3/0%	16/1%	0/0%	358/25%	188/13%	24/2%	5/0%	195/13%	3/0%	46/3%	0/0%
CLS #/%	91,890/40%	22,525/10%	2,760/1%	290/0%	20,055/9%	485/0%	1,310/1%	530/0%	53,685/23%	15,995/7%	3,290/1%	295/0%	14,675/6%	135/0%	910/0%	780/0%
Utilization #/%	-14%	-2%	-0%	-0%	-1%	-0%	1%	-0%	1%	6%	0%	0%	7%	0%	3%	-0%
Professionals																
Workforce #/%	657/14%	412/9%	62/1%	7/0%	425/9%	5/0%	63/1%	1/0%	1086/23%	1047/22%	122/3%	6/0%	739/15%	10/0%	148/3%	1/0%
CLS #/%	83,375/30%	15,905/6%	2,800/1%	250/0%	35,425/13%	430/0%	1,720/1%	1,000/0%	80,360/29%	19,175/7%	2,940/1%	295/0%	31,535/11%	245/0%	1,755/1%	690/0%
Utilization #/%	-16%	3%	0%	0%	-4%	-0%	1%	-0%	-6%	15%	1%	0%	4%	0%	2%	-0%
Technicians																
Workforce #/%	279/11%	385/15%	25/1%	1/0%	173/7%	4/0%	36/1%	0/0%	362/14%	953/36%	55/2%	3/0%	276/10%	5/0%	76/3%	1/0%
CLS #/%	9,410/25%	4,360/11%	450/1%	20/0%	6,030/16%	65/0%	270/1%	100/0%	7,450/20%	3,710/10%	480/1%	4/0%	5,360/14%	25/0%	160/0%	205/1%
Utilization #/%	-14%	3%	-0%	-0%	-9%	-0%	1%	-0%	-6%	26%	1%	0%	-4%	0%	2%	-1%
Protective Services: Sworn																
Workforce #/%	864/48%	457/25%	53/3%	4/0%	131/7%	13/1%	49/3%	0/0%	114/6%	86/5%	8/0%	1/0%	12/1%	0/0%	4/0%	1/0%
CLS #/%	9,510/44%	5,710/26%	1,155/5%	55/0%	1,335/6%	60/0%	155/1%	125/1%	2,020/9%	995/5%	220/1%	45/0%	185/1%	10/0%	55/0%	60/0%
Utilization #/%	4%	-1%	-2%	-0%	1%	0%	2%	-1%	-3%	0%	-1%	-0%	-0%	-0%	-0%	-0%
Protective Services: Non-sworn																
Workforce #/%	248/37%	162/24%	10/1%	0/0%	48/7%	5/1%	18/3%	0/0%	67/10%	88/13%	5/1%	1/0%	10/1%	0/0%	7/1%	0/0%
Civilian Labor Force #/%	620/39%	175/11%	0/0%	10/1%	60/4%	0/0%	0/0%	15/1%	415/26%	225/14%	20/1%	0/0%	25/2%	0/0%	0/0%	20/1%
Utilization #/%	-2%	13%	1%	-1%	3%	1%	3%	-1%	-16%	-1%	-1%	0%	-0%	0%	1%	-1%
Administrative Support																
Workforce #/%	307/6%	617/13%	45/1%	3/0%	267/6%	2/0%	42/1%	5/0%	841/18%	1780/37%	113/2%	7/0%	591/12%	23/0%	143/3%	6/0%
CLS #/%	90,020/21%	53,105/12%	4,800/1%	370/0%	27,800/6%	555/0%	1,835/0%	1,315/0%	125,425/21%	77,775/18%	7,755/2%	920/0%	35,535/8%	995/0%	3,120/1%	2,145/0%

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
	%	%			%				9%	%			%			
Utilization #/%	-14%	1%	-0%	-0%	-1%	-0%	0%	-0%	-11%	19%	1%	-0%	4%	0%	2%	-0%
Skilled Craft																
Workforce #/%	121/38%	161/50%	5/2%	1/0%	15/5%	2/1%	5/2%	0/0%	1/0%	6/2%	1/0%	2/1%	0/0%	0/0%	0/0%	0/0%
CLS #/%	36,245/32%	53,615/48%	1,695/2%	455/0%	10,020/9%	330/0%	745/1%	500/0%	1,885/2%	3,705/3%	140/0%	15/0%	2,460/2%	20/0%	100/0%	20/0%
Utilization #/%	5%	2%	0%	-0%	-4%	0%	1%	-0%	-1%	-1%	0%	1%	-2%	-0%	-0%	-0%
Service/Maintenance																
Workforce #/%	124/20%	287/46%	22/4%	3/0%	24/4%	2/0%	14/2%	0/0%	32/5%	83/13%	4/1%	1/0%	17/3%	0/0%	14/2%	1/0%
CLS #/%	49,745/13%	142,830/38%	4,185/1%	410/0%	22,405/6%	765/0%	1,210/0%	1,540/0%	40,870/11%	84,800/22%	2,595/1%	505/0%	23,815/6%	490/0%	1,300/0%	1,440/0%
Utilization #/%	7%	8%	2%	0%	-2%	0%	2%	-0%	-6%	-9%	-0%	0%	-4%	-0%	2%	-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
Officials/Administrators	✓	✓														✓
Professionals	✓				✓			✓	✓							✓
Technicians	✓				✓			✓	✓				✓			✓
Protective Services: Sworn			✓					✓	✓		✓					
Protective Services: Non-sworn				✓				✓	✓							✓
Administrative Support	✓				✓			✓	✓							✓
Skilled Craft					✓								✓			
Service/Maintenance					✓				✓	✓			✓			

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: Jodi Wertheimer

EEO Analyst

04-20-2021

[signature]

[title]

[date]