

EEO Utilization Report

Organization Information

Name: Utah Office Of The Attorney General

City: Salt Lake City

State: UT

Zip: 84114

Type: State Attorney General or Prosecutor's Office

Mon 11-26-2018 15:57:24 EST

Step 4b: Narrative of Interpretation

The Utah Attorney General's Office in consultation with Human Resources has reviewed the Utilization Analysis and noted the following:

1. White females were under-represented in the Professional job category by -12%.
2. White males were under-represented in the Administrative Support job category by -20%.

The Utah Attorney General's Office is committed to giving job opportunities to all qualified applicants equally. Steps have been taken to expand our recruitment efforts by reaching out to women and minority associations when there are job openings.

Step 5: Objectives and Steps

1. 1. To encourage white females to apply for vacancies in the Professional job categories.

- a. The Utah attorney General's Office staff have attended and will continue to attend job fairs at the University of Utah and Brigham Young University law colleges to encourage law students and recent graduates to look for job opportunities with the Utah Attorney General's Office.
- b. The Utah Attorney General's Office has expanded its recruitment efforts in the last year. All professional job openings are posted on the State of Utah job site, as well as advertised in the local online news sites and nationally on job sites such as Monster.com and Indeed.
- c. The Utah Attorney General's Office will review the composition of the applicant pool for all vacancies in the Professional job category in the last fiscal year to determine whether white females were under-represented.
- d. The Utah Attorney General's Office will continue to reach out to female professional organizations such as the Women Lawyers of Utah when there are job openings for attorney positions.

2. To encourage white males to apply for vacancies in the Administrative Support job category.

- a. The Utah Attorney General's Office will continue to send out office wide emails announcing job openings to encourage referrals from current employees.
- b. The Utah Attorney General's Office will review the composition of the applicant pool for all vacancies in the Administrative Support job category in the last fiscal year to determine whether white males were under-represented.
- c. The Utah Attorney General's Office will review all employment data related to the Administrative Support job category to identify any issues that may pose barriers for white males.

Step 6: Internal Dissemination

1. Provide training and a copy of the report of the EEOP Utilization Report to Division Directors and Executive team.
2. Send an email to all employees to let them know that a hard copy of the EEOP Utilization Report is available on request through the Human Resource Office and that a copy of the report is posted on the Utah Attorney General's Office intranet webpage that is available to all employees.
3. Post a copy of the EEOP Utilization Report on the Utah Attorney General's Office intranet webpage.
4. Keep a hard copy of the EEOP Utilization Report on file in the Human Resources Office to be available for review upon request.

Step 7: External Dissemination

1. Post a copy of the EEOP Utilization Report on the Utah Attorney General's Office public website.
2. Post a notification on the Utah Attorney General's Office website that the general public may request a hard copy through Constituent Services.
3. Notify all contractors and vendors in writing that do business with the Utah Attorney General's Office that a hard copy of the Utilization Report is available on request.

Utilization Analysis Chart
Relevant Labor Market: Salt Lake County, Utah

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 #/%	35/52%	4/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	23/34%	1/1%	0/0%	1/1%	2/3%	1/1%	0/0%	0/0%
CLS #/%	42,335/58%	3,190/4%	510/1%	45/0%	885/1%	235/0%	194/0%	120/0%	22,885/31%	1,905/3%	200/0%	60/0%	535/1%	185/0%	230/0%	50/0%
Utilization #/%	-5%	2%	-1%	-0%	-1%	-0%	-0%	-0%	3%	-1%	-0%	1%	2%	1%	-0%	-0%
Professionals																
Workforce #/%	14/166%	1/0%	0/0%	0/0%	1/0%	2/1%	0/0%	0/0%	62/29%	1/0%	0/0%	0/0%	5/2%	0/0%	0/0%	0/0%
CLS #/%	51,635/48%	1,755/2%	575/1%	105/0%	2,160/2%	195/0%	214/0%	220/0%	44,640/42%	2,565/2%	350/0%	270/0%	1,920/2%	210/0%	480/0%	270/0%
Utilization #/%	18%	-1%	-1%	-0%	-2%	1%	-0%	-0%	-12%	-2%	-0%	-0%	1%	-0%	-0%	-0%
Technicians																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	8,795/50%	630/4%	25/0%	90/1%	405/2%	35/0%	80/0%	4/0%	6,400/36%	640/4%	70/0%	40/0%	335/2%	4/0%	150/1%	20/0%
Utilization #/%																
Protective Services: Sworn																
Workforce #/%	30/81%	1/3%	0/0%	0/0%	0/0%	2/5%	0/0%	0/0%	4/11%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	6,200/69%	385/4%	140/2%	45/1%	135/2%	225/3%	45/1%	10/0%	1,675/19%	55/1%	0/0%	10/0%	0/0%	10/0%	15/0%	0/0%
Utilization #/%	12%	-2%	-2%	-1%	-2%	3%	-1%	-0%	-8%	-1%	0%	-0%	0%	-0%	-0%	0%
Protective Services: Non-sworn																
Workforce #/%	3/60%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/20%	1/20%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	500/33%	115/8%	0/0%	15/1%	0/0%	10/1%	20/1%	0/0%	800/53%	50/3%	0/0%	0/0%	0/0%	10/1%	0/0%	0/0%
Utilization #/%	27%	-8%	0%	-1%	0%	-1%	-1%	0%	-33%	17%	0%	0%	0%	-1%	0%	0%
Administrative Support																
Workforce #/%	24/14%	3/2%	2/1%	0/0%	1/1%	0/0%	0/0%	0/0%	124/73%	8/5%	1/1%	2/1%	5/3%	0/0%	0/0%	0/0%
CLS #/%	57,735/34%	6,370/4%	920/1%	195/0%	1,385/1%	515/0%	845/0%	265/0%	84,170/50%	10,650/6%	1,005/1%	555/0%	2,405/1%	1,425/1%	690/0%	455/0%

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									✓							
Administrative Support	✓															



U.S. Department of Justice

Office of Justice Programs

Office for Civil Rights

Washington, D.C. 20531

December 17, 2018

Susan May
HR Director
Utah Office of the Attorney General
160 E 300 S
P O Box 140811
Salt Lake City, UT 84114

Re: Equal Employment Opportunity Plan (EEOP) Utilization Report for Utah Office of the Attorney General

Dear Ms. May,

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