

## Agenda Report

April 27, 2015

**TO:** Honorable Mayor and City Council

**FROM:** Human Resources

**SUBJECT: EQUAL OPPORTUNITY IN EMPLOYMENT ANNUAL REPORT**  
**January 1, 2014 – December 31, 2014**

### **RECOMMENDATION:**

The Equal Opportunity in Employment Annual Report is submitted for information only. +This report is based on the calendar year 2014 and reflects all individuals employed in regular, full-time positions during the reporting period of January 1 through December 31, 2014.

### **EXECUTIVE SUMMARY:**

The demographic statistics of the City's municipal organization indicate an ethnically diverse workforce, generally reflective of the community which it serves. For calendar year 2014 the City's employee population was comprised of 28.5% White, 18.6% Black, 36.6% Hispanic, 12.9% Asian, 0.2% Native American and 2.0% Armenian. Non-white minorities accounted for 70.3% of the City's workforce, and 1.2% declined to provide information regarding ethnicity.

With respect to gender, 34.9% of the City's full-time employees were female and 65.1% were male. Females continue to be under-represented in the Service/Maintenance classifications (Public Works and Water & Power) and Skilled Crafts, as well as in Protective Services (sworn Police and Fire); fields which are traditionally dominated by males and which make up just under 48% of the City's workforce.

Although the legal prohibitions established by Proposition 209 against targeted recruitments limit the City's ability to actively seek out candidates of a particular group, the City is committed to pursuing strategies to ensure that qualified, under-represented groups have access and opportunity for entry into all fields, while recognizing that positive results are likely to occur incrementally, and that the demographics for the City of Pasadena mirror those of comparable agencies.

## **BACKGROUND:**

The City continues to identify Paraprofessional employees in the payroll system and to report them biennially to the U.S. Equal Employment Opportunity Commission; however the 2010 U.S. Census data sets utilized for this report do not include the occupation code for Paraprofessional. For the purpose of this report City employees in the category of Paraprofessional are re-categorized as Professional, Technician or Service employees.

Employees who do not provide their ethnic identity are counted as "Other" and are not counted as minorities. Employees who self-identified as "Two or More Races" without indicating specific races are listed as "Other" but are included in the total minority count.

The following table compares the full-time workforces of the City of Pasadena, the Rose Bowl Operating Company (RBOC) and the Pasadena Center Operating Company (PCOC) by gender and ethnicity, to Pasadena's available labor pool.

<b>Full-Time Regular Workforce as of December 31, 2014</b>							
<b>2010 U.S. Census Bureau Data City of Pasadena Population</b>		<b>City of Pasadena 1771 Employees</b>		<b>RBOC 26 Employees</b>		<b>PCOC 73 Employees</b>	
Female	<b>45.7%</b>	618	34.9%	9	34.6%	36	49.3%
Male	<b>54.3%</b>	1154	65.1%	17	65.4%	37	50.7%
White	<b>37.0%</b>	504	28.5%	10	38.5%	27	37.0%
Black	<b>10.9%</b>	330	18.6%	6	23.1%	6	8.2%
Hispanic	<b>35.7%</b>	647	36.6%	9	34.6%	32	43.9%
Asian	<b>15.0%</b>	228	12.9%	0	0.0%	5	6.8%
Armenian	<b>No Data</b>	36	2.0%	0	0.0%	0	0.0%
Native American	<b>0.4%</b>	4	0.2%	0	0.0%	0	0.0%
Other*	<b>1.0%</b>	22	1.2%	1	3.8%	3	4.1%
<b>TOTAL MINORITIES</b>	<b>62.0%</b>	1245	70.3%	15	57.7%	43	58.9%

\*Employees listed as "Other" are not counted as minority employees by the U.S. Census Bureau. Employees who identified as "Two or More Races" without indicating specific races are listed as "Not Specified"

## RECRUITMENT – NEW HIRES AND PROMOTIONS:

The City hired 96 full-time, regular employees during calendar year 2014, in various City departments. Of those new hires, 71.8% were non-white minorities and 47.9% were female. New Hires in CY 2014 are summarized in the table below.

<b>New Hires</b>		
<b>Jan. 1 – Dec. 31, 2014</b>		
<b>96 Employees</b>		
Female	46	47.9%
Male	50	52.1%
White	21	21.9%
Black	14	14.6%
Hispanic	39	40.6%
Asian	15	15.6%
Armenian	1	1.0%
Native American	0	0.0%
Other	6	6.3%
Total Minorities	69	71.8%

During calendar year 2014, the City promoted 83 employees from within, of whom 32.5% were female and 63.9% were non-white minorities. These numbers include temporary employees in training positions who successfully competed for a full-time regular position. Promotions of existing staff are reflective of the ethnic makeup of the City organization as a whole, which for promotions is the available labor pool, and also the overall ethnic population of the City of Pasadena. Promotions are summarized below.

<b>Promotions</b>		
<b>Jan. 1 – Dec. 31, 2014</b>		
<b>83 Employees</b>		
Female	27	32.5%
Male	56	67.5%
White	27	32.5%
Black	10	12.1%
Hispanic	32	38.6%
Asian	9	10.8%
Armenian	2	2.4%
Native American	0	0.0%
Other	3	3.6%
Total Minorities	53	63.9%

The table below provides a comparison of the ethnic and gender composition of the City of Pasadena workforce and the 2010 U.S. Census Bureau EEO (available labor pool) data for the past four years. This table demonstrates that Black individuals have consistently been employed at a significantly higher rate than their representation in the community, Hispanic individuals at a slightly higher rate, and that non-white minorities have consistently comprised the major portion of the City's workforce.

<b>2010 U.S. Census Bureau Data City of Pasadena Available Labor Market</b>		<b>City Full- Time Regular Workforce As of December 31, 2011</b>	<b>City Full- Time Regular Workforce As of December 31, 2012</b>	<b>City Full- Time Regular Workforce As of December 31, 2013</b>	<b>City Full- Time Regular Workforce As of December 31, 2014</b>
		<b>1797 Employees</b>	<b>1762 Employees</b>	<b>1746 Employees</b>	<b>1771 Employees</b>
Female	<b>45.7%</b>	34.8%	34.4%	34.7%	34.9%
Male	<b>54.3%</b>	65.2%	65.6%	65.3%	65.1%
White	<b>37.0%</b>	30.6%	30.2%	29.6%	28.5%
Black	<b>10.9%</b>	19.7%	18.9%	18.6%	18.6%
Hispanic	<b>35.7%</b>	34.2%	35.4%	36.0%	36.6%
Asian	<b>15.0%</b>	12.7%	12.5%	12.7%	12.9%
Native American	<b>0.4%</b>	0.4%	0.4%	0.3%	0.2%
Armenian	<b>NO DATA</b>	1.9%	2.0%	1.9%	2.0%
Other*	<b>1.0%</b>	0.5%	0.6%	0.9%	1.2%
<b>TOTAL MINORITIES</b>	<b>62.0%</b>	68.9%	69.2%	69.5%	70.3%

\*Employees listed as "Other" who do not report ethnicity are not counted as minority employees by the U.S. Census Bureau.

#### UTILIZATION ANALYSIS:

Utilization analysis refers to a breakdown of the City's workforce by ethnicity, gender and level in the organization, which is compared to the availability of qualified individuals of various ethnic and gender groups in the local labor market.


Exhibit I provides the ethnic and gender breakdown of the City's full-time, regular workforce arranged in groupings that generally follow the City's bargaining units.

Exhibits II, II-A and II-B compare the demographics of the City's full-time, regular workforce with the demographics of qualified individuals in the labor markets using the traditional Federal job categories: officials & administrators, protective, professional, technicians, administrative, skilled, and service & maintenance. The category of paraprofessional is not included. Demographics are also shown for the RBOC and PCOC.

**FISCAL IMPACT:**

There is no fiscal impact associated with receiving this report.

Respectfully submitted,

  
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KRISTI RECCHIA  
Director  
Human Resources

Prepared by:

  
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Richard F. Kunz  
Human Resources Manager

Approved by:

  
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MICHAEL J. BECK  
City Manager

Attachment A – Exhibit I  
Attachment B – Exhibit II  
Attachment C – Exhibit II-A  
Attachment D – Exhibit II-B