

Agenda Report

May 5, 2014

TO: Honorable Mayor and City Council
FROM: Human Resources
SUBJECT: EQUAL OPPORTUNITY IN EMPLOYMENT ANNUAL REPORT
January 1, 2012 – December 31, 2012
January 1, 2013 – December 31, 2013

RECOMMENDATION:

The Equal Opportunity in Employment Annual Report is submitted for information only. This report is based on the calendar years 2012 and 2013 and reflects all individuals employed in regular, full-time positions during the reporting period of January 1 through December 31, 2012 and 2013.

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 2012 the City's employee population was comprised of 30.2% White, 18.9% Black, 35.4% Hispanic, 12.5% Asian, 0.4% Native American and 2.0% Armenian. With respect to gender, 34.4% of the City's full-time employees are female, while 65.6% are male.

For calendar year 2013 the composition of City employees was 29.6% White, 18.6% Black, 36.0% Hispanic, 12.7% Asian, 0.3% Native American and 1.9% Armenian. With respect to gender, 34.7% of the City's full-time employees are female, while 65.3% are male. Females continue to be under-represented in the Skilled Crafts and in the Service/Maintenance classifications (Public Works and Water & Power), as well as in Protective Services (sworn Police and Fire), fields which are traditionally dominated by males and which make up just under 49% of the City's workforce.

The City is committed to pursuing strategies to ensure that qualified, under-represented groups have access and opportunity for entry into all fields. The legal prohibitions established by Proposition 209 against targeted recruitments limit the City's ability to actively seek out candidates of a particular group; however significant outreach efforts were made in 2012 and 2013 to ensure diverse applicant pools for recruitments to fill all available positions. While the percentage of female applicants for jobs traditionally held by males has remained low, staff is committed to continuing recruiting efforts aimed at attracting females into those fields over the long term, 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:

In previous years this report utilized data sets developed by the U.S. Census Bureau specifically for State and local governments, containing eight EEO-4 occupation codes. With the advent of the 2010 Census, data sets specific to State and local occupation codes were not developed. The 2010 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 were re-categorized as Technicians or Service employees. The City continues to identify Paraprofessional employees in our payroll system, and to report them biennially to the U.S. Equal Employment Opportunity Commission.

Another change to the 2010 census data is the addition of mixed race ethnic categories, which are not used by the City of Pasadena. For the purpose of this report, the U.S. Census data for White/Black and Black/Asian are reported in the Black ethnic category. White/Hispanic is reported in the Hispanic ethnic category, White/Asian is reported in the Asian ethnic category. White/American Indian & Alaska Native (AIAN) is reported in the Native American ethnic category. Black/AIAN is reported in the Native American ethnic category.

The following Table I 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.

| TABLE I - 2012 | | | | | | | |
|--|----------------|-------------------------|-------|---------------------|-------|---------------------|-------|
| Full-Time Regular Workforce as of December 31, 2012 | | | | | | | |
| 2010 U.S. Census Bureau Data | | City of Pasadena | | RBOC | | PCOC | |
| City of Pasadena Population | | 1762 Employees | | 25 Employees | | 64 Employees | |
| Female | 45.7% | 606 | 34.4% | 10 | 40.0% | 34 | 53.1% |
| Male | 54.3% | 1156 | 65.6% | 15 | 60.0% | 30 | 46.9% |
| White | 37.0% | 532 | 30.2% | 9 | 36.0% | 28 | 43.8% |
| Black | 10.9% | 332 | 18.9% | 6 | 24.0% | 9 | 14.1% |
| Hispanic | 35.7% | 624 | 35.4% | 8 | 32.0% | 24 | 37.5% |
| Asian | 15.0% | 221 | 12.5% | 1 | 4.0% | 2 | 3.1% |
| Armenian | No Data | 35 | 2.0% | 0 | 0.0% | 0 | 0.0% |
| Native American | 0.4% | 7 | 0.4% | 0 | 0.0% | 0 | 0.0% |
| Other* | 1.0% | 11 | 0.6% | 1 | 4.0% | 1 | 1.5% |
| TOTAL MINORITIES | 62.0% | 1219 | 69.2% | 15 | 60.0% | 35 | 54.7% |

| TABLE I - 2013 | | | | | | | |
|--|----------------|-------------------------|-------|---------------------|-------|---------------------|-------|
| Full-Time Regular Workforce as of December 31, 2013 | | | | | | | |
| 2010 U.S. Census Bureau Data | | City of Pasadena | | RBOC | | PCOC | |
| City of Pasadena Population | | 1746 Employees | | 35 Employees | | 64 Employees | |
| Female | 45.7% | 605 | 34.7% | 10 | 40.0% | 33 | 51.6% |
| Male | 54.3% | 1141 | 65.3% | 15 | 60.0% | 31 | 48.4% |
| White | 37.0% | 517 | 29.6% | 11 | 44.0% | 24 | 37.5% |
| Black | 10.9% | 325 | 18.6% | 5 | 20.0% | 9 | 14.1% |
| Hispanic | 35.7% | 628 | 36.0% | 8 | 32.0% | 25 | 39.0% |
| Asian | 15.0% | 221 | 12.7% | 0 | 0.0% | 3 | 4.7% |
| Armenian | No Data | 33 | 1.9% | 0 | 0.0% | 0 | 0.0% |
| Native American | 0.4% | 6 | 0.3% | 0 | 0.0% | 0 | 0.0% |
| Other* | 1.0% | 16 | 0.9% | 1 | 4.0% | 3 | 4.7% |
| TOTAL MINORITIES | 62.0% | 1213 | 69.5% | 13 | 52.0% | 37 | 57.8% |

*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 included in the "Other" category, but are counted as minorities.

RECRUITMENT – NEW HIRES AND PROMOTIONS:

The City hired 71 full-time, regular employees during calendar year 2012, in various City departments. Of those new hires, 70.4% are non-white minorities and 36.6% are female.

In calendar year 2013 the City again hired 71 full-time, regular employees. 67.6% are non-white minorities and 49.3% are female.

New Hires for 2012 and 2013 are summarized in Table II below.

| TABLE II – NEW HIRES | | | | |
|-----------------------------|----|-------|---------------------|----------|
| 2012 - 71 Employees | | | 2013 – 71 Employees | |
| Female | 26 | 36.6% | Female | 35 49.3% |
| Male | 45 | 63.4% | Male | 36 50.7% |
| White | 18 | 25.4% | White | 18 25.4% |
| Black | 9 | 12.7% | Black | 11 15.5% |
| Hispanic | 34 | 47.9% | Hispanic | 25 35.2% |
| Asian | 5 | 7.0% | Asian | 12 16.9% |
| Armenian | 2 | 2.8% | Armenian | 0 0.0% |
| Native American | 0 | 0.0% | Native American | 0 0.0% |
| Other | 3 | 7.2% | Other | 5 7.0% |
| Total Minorities | 50 | 70.4% | Total Minorities | 48 67.6% |

During calendar year 2012, the City promoted 36 employees from within, of whom 19.4% are females and 55.6% are non-white minorities. During calendar year 2013, the City promoted 83 employees from within, of whom 27.7% are females and 66.3% are non-white minorities. These numbers include temporary employees in training positions who then 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 in Table III below.

| TABLE III - PROMOTIONS | | | | |
|-------------------------------|----|-------|---------------------|----------|
| 2012 – 36 Employees | | | 2013 – 83 Employees | |
| Female | 7 | 19.4% | Female | 23 27.7% |
| Male | 29 | 80.6% | Male | 60 72.3% |
| White | 14 | 38.9% | White | 27 32.5% |
| Black | 5 | 13.9% | Black | 10 12.1% |
| Hispanic | 8 | 22.2% | Hispanic | 30 36.1% |
| Asian | 6 | 16.7% | Asian | 11 13.3% |
| Armenian | 1 | 2.8% | Armenian | 4 4.8% |
| Native American | 0 | 0.0% | Native American | 0 0.0% |
| Other | 2 | 5.5% | Other | 1 1.2% |
| Total Minorities | 20 | 55.6% | Total Minorities | 55 66.3% |

Table IV below provides a comparison of the ethnic and gender composition of the City of Pasadena workforce and the 2000 U.S. Census Bureau EEO (available labor pool) data for the past four years. This table demonstrates that Black and Hispanic individuals have consistently been employed at a significantly higher rate than their representation in the community, and that non-white minorities have consistently comprised the major portion of the City's workforce.

| TABLE IV – UTILIZATION 2010-2013 | | | | | |
|---|--------------------|--|--|--|--|
| 2010 U.S. Census Bureau Data City of Pasadena Available Labor Market | | City Full- Time Regular Workforce As of December 31, 2010 | City Full- Time Regular Workforce As of December 31, 2011 | City Full- Time Regular Workforce As of December 31, 2012 | City Full- Time Regular Workforce As of December 31, 2013 |
| | | 1867 Employees | 1797 Employees | 1762 Employees | 1746 Employees |
| Female | 45.7% | 35.4% | 34.8% | 34.4% | 34.7% |
| Male | 54.3% | 64.6% | 65.2% | 65.6% | 65.3% |
| White | 37.0% | 31.5% | 30.6% | 30.2% | 29.6% |
| Black | 10.9% | 20.2% | 19.7% | 18.9% | 18.6% |
| Hispanic | 35.7% | 33.2% | 34.2% | 35.4% | 36.0% |
| Asian | 15.0% | 12.4% | 12.7% | 12.5% | 12.7% |
| Native American | 0.4% | 0.3% | 0.4% | 0.4% | 0.3% |
| Armenian | NO DATA | 2.0% | 1.9% | 2.0% | 1.9% |
| Other* | 1.0% | 0.4% | 0.5% | 0.6% | 0.9% |
| TOTAL MINORITIES | 62.0% | 68.1% | 68.9% | 69.2% | 69.5% |

*Employees listed as "Other" 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 and gender and by 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 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 Rose Bowl Operating Company and the Pasadena Center Operating Company.

FISCAL IMPACT:

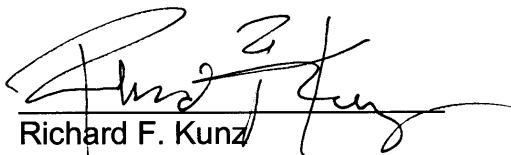
There is no fiscal impact associated with receiving this report.

Respectfully submitted,



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Prepared by:



Richard F. Kunz
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Approved by:



MICHAEL J. BECK
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Attachments: (4)

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