

EEO Utilization Report

Organization Information

Name: City Of Burien

City: Burien

State: WA

Zip: 98166

Type: County/Municipal Government (not law enforcement)

Step 1: Introductory Information

Policy Statement:

The City of Burien is an Equal Opportunity Employer. The City employs, retains, promotes, terminates, and otherwise treats all employees and job applicants on the basis of job-related qualifications, competence, and fit. These policies and all employment practices shall be applied without regard to any individual's sex, race, color, creed, religion, national origin, pregnancy, age, marital status, honorably discharged veteran or military status, sexual orientation, genetic information, disability, or any other basis prohibited by local, State or Federal law.

Step 4b: Narrative of Interpretation

The City's figures represent 85% of the workplace as only part-time and full-time workers are included (i.e. seasonal employees are excluded).

Based upon the information provided in the utilization analysis (comparing the City's known workforce demographics to the relevant labor market), with the exception of white males, the City of Burien's workforce demographics are keeping pace with its relevant labor market of King County. The exception is:

White males are significantly under-represented in the Officials/Administrator category (-12%), Administrative Support category (-28%) and Service/Maintenance category (-12%).

The utilization analysis indicates other instances of under-representation, while not as significant. This includes:

Asian females are under-represented in the Professionals category (-7%) and the Administrative Support category (-7%).

Step 5: Objectives and Steps

1. Continue Online Application System for Job Openings

a. The City of Burien implemented an online applicant system that allows employees to select jobs they are interested in and receive notifications of job vacancies. The result has been that job announcements have become more accessible to targeted applicant pools. The City of Burien has seen an increase in the number of applicants and plans to continue utilizing the online application system to reach a broader pool of applicants. In addition, the online application system automatically forwards our job announcements to several online job boards such as Indeed, Monster, CareerBuilder, and Glassdoor.

2. Review Applicant Job Sources

a. Review where applicants are finding job announcements to determine whether advertisement processes need to be revised. Explore posting job openings through social media forums such as Facebook and Twitter.

3. Attend a Regional Equity and Inclusion Convening Meeting

a. Attend a meeting to see if this resource aids us in achieving a diverse workforce that is reflective of our community.

Step 6: Internal Dissemination

Post information on the legal bulletin board in an employee common area about how to obtain a copy of the EEOP Short Form. The EEOP will also be posted on the Human Resources page of the BHive (employee intranet).

Step 7: External Dissemination

A copy of the EEOP Utilization Report will be posted on the City's public website on the Human Resources employment page.

Utilization Analysis Chart
Relevant Labor Market: King County, Washington

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 #/%	6/35%	0/0%	0/0%	0/0%	1/6%	0/0%	1/6%	0/0%	9/53%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	90,560/47%	3,795/2%	3,100/2%	470/0%	10,590/6%	180/0%	2,100/1%	735/0%	61,945/32%	3,065/2%	2,900/2%	520/0%	8,860/5%	140/0%	1,675/1%	450/0%
Utilization #/%	-12%	-2%	-2%	-0%	0%	-0%	5%	-0%	21%	-2%	-2%	-0%	-5%	-0%	-1%	-0%
Professionals																
Workforce #/%	6/33%	1/6%	0/0%	1/6%	4/22%	0/0%	0/0%	0/0%	6/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	114,240/40%	4,760/2%	4,655/2%	260/0%	25,935/9%	315/0%	2,495/1%	820/0%	100,705/35%	4,595/2%	3,885/1%	675/0%	20,245/7%	580/0%	2,520/1%	910/0%
Utilization #/%	-6%	4%	-2%	5%	13%	-0%	-1%	-0%	-2%	-2%	-1%	-0%	-7%	-0%	-1%	-0%
Technicians																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	12,585/40%	705/2%	790/2%	65/0%	2,540/8%	15/0%	405/1%	135/0%	10,255/32%	475/1%	570/2%	15/0%	2,890/9%	20/0%	275/1%	55/0%
Utilization #/%																
Protective Services: Sworn																
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%
CLS #/%	8,900/55%	990/6%	1,155/7%	170/1%	1,145/7%	95/1%	205/1%	275/2%	2,485/15%	125/1%	205/1%	40/0%	155/1%	40/0%	60/0%	30/0%
Utilization #/%	45%	-6%	-7%	-1%	-7%	-1%	-1%	-2%	-15%	-1%	-1%	-0%	-1%	-0%	-0%	-0%
Protective Services: Non-sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
Civilian Labor Force #/%	610/35%	10/1%	50/3%	15/1%	75/4%	10/1%	14/1%	0/0%	685/40%	30/2%	35/2%	10/1%	135/8%	0/0%	45/3%	0/0%
Utilization #/%																
Administrative Support																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	16/76%	0/0%	4/19%	0/0%	0/0%	0/0%	1/5%	0/0%
CLS #/%	78,910/28%	5,945/2%	5,495/2%	535/0%	12,770/5%	860/0%	2,485/1%	1,065/0%	125,595/4%	9,230/3%	9,200/3%	1,360/0%	19,385/7%	1,395/0%	4,460/2%	1,910/1%

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
	%				%				5%				%			
Utilization #/%	-28%	-2%	-2%	-0%	-5%	-0%	-1%	-0%	31%	-3%	16%	-0%	-7%	-0%	3%	-1%
Skilled Craft																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	60,170/68%	11,045/12%	2,355/3%	605/1%	5,480/6%	610/1%	1,280/1%	655/1%	3,765/4%	475/1%	500/1%	45/0%	1,140/1%	65/0%	174/0%	25/0%
Utilization #/%																
Service/Maintenance																
Workforce #/%	8/20%	5/12%	5/12%	0/0%	2/5%	0/0%	1/2%	0/0%	12/29%	4/10%	1/2%	0/0%	2/5%	0/0%	1/2%	0/0%
CLS #/%	79,455/32%	23,460/9%	11,275/5%	975/0%	17,635/7%	1,940/1%	3,185/1%	1,680/1%	62,325/25%	13,895/6%	8,295/3%	715/0%	19,005/8%	870/0%	2,790/1%	1,145/0%
Utilization #/%	-12%	3%	8%	-0%	-2%	-1%	1%	-1%	4%	4%	-1%	-0%	-3%	-0%	1%	-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 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: Angela M. Chafty

Administrative Services Manager

07-18-2017

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