

EEO Utilization Report

Organization Information

Name: Arizona Superior Court In Pima County

City: Tucson

State: AZ

Zip: 85701

Type: State Court

Step 1: Introductory Information

Policy Statement:

In order to provide equal employment and advancement opportunities to all individuals, employment decisions will be based on merit, qualifications, and abilities. The Court will not discriminate in employment opportunities or practices on the basis of race, color, religion, sex, national origin, age, disability, sexual orientation, gender, gender identity, gender expression, pregnancy, kinship, political interest or any other characteristic protected by law.

Following File has been uploaded:Rules and Policies for EEOP 2020.pdf

Step 4b: Narrative of Interpretation

The Human Resources division of the Arizona Superior court in Pima county reviewed the Utilization Analysis comparing the court's workforce to the relevant labor market of Pima County Arizona, and noted the following:

1. White males were significantly underrepresented in the following job categories: Officials/Administrative(-17%); Professionals (-13%); Protective Services: Non-Sworn (21%); and Administrative Support (-15%).
2. Hispanic or Latino males were under represented in the category of Administrative support (-7%).
4. White females were underrepresented in the area of Professionals(-8%).

Arizona Superior Court in Pima County strives to develop a workforce that reflects the community we serve. Our recruitment information is widely disseminated to reach a broad spectrum of the population in our county to ensure that all under-represented groups have an equal opportunity to employment with the court. We believe our hiring practices have allowed us to hire only the best candidate for our open positions. The categories identified above are reflective of other job market realities including several entities in the county who may prove to be a more attractive employer for identified groups including a major university, several prisons, a military base, and a major military supplier, all of whom are able to offer more competitive compensation packages.

Step 5: Objectives and Steps

1. The Arizona Superior Court in Pima County's objective is to provide equal employment opportunities to all persons regardless of race or ethnicity, gender or gender identity, sexual orientation, religion, national origin or other protected category. Our organization is committed to achieving a workforce that is reflective of the labor market in Pima County. We will specifically target the following categories: white males in the professional, officials/administrators, protective services(non-sworn) , and administrative categories; Hispanic males in the administrative support category and white females in the category of professionals.

- a. Review the compensation of the applicant pool for vacancies in these job categories in the last fiscal year to determine underutilization in the aforementioned categories, create and maintain a report of its findings along with relevant observations and recommendations.
- b. Enhance outreach efforts that target the identified underutilized categories. As examples, presentations at regional job fairs, trade associations, and educational institutions. Recruitment efforts will be made by attending job fairs at local high schools, local school districts, the University of Arizona, Eller College of Business, Pima Community College, University of Phoenix, Carrington College, and Brookline Collegè and posting open positions with the Pima County One Stop Career Center.

Recruitment efforts will also be made by advertising that will reach a wider audience such as posting television ads and posting on billboards.

- c. Continue to identify areas in our hiring and onboarding processes that may result in disparate impact for certain under represented groups. Some examples would include our online application process, our testing processes, our interview processes, our benefits package, and our total compensation package.
- d. Review the applicant flow as required under the EEO regulations for all vacancies the last fiscal year in these job categories to determine when any step in the selection process for these positions may have had a significant impact on screening out applicants in the underutilized categories. Human Resources will create and maintain a written report. Based upon results, Human Resources will consider modifying its candidate selection process.
- e. Conduct a more detailed workforce analysis to identify particular divisions within the court that represent significant underutilization of the aforementioned categories. Based upon results of the analysis, as well as other data collected, Human Resources will create a recruitment action plan for implementation by December 31, 2020.

Step 6: Internal Dissemination

The Arizona Superior Court in Pima County will disseminate our EEO Utilization Report internal by:

1. Distributing a hard copy of the Utilization report to all organizational supervisory staff to present and discuss at various staff meetings.
2. Sending an e-mail memorandum to all employees of the Arizona Superior Court in Pima County stating that the EEOP Utilization Report is available on the court's intranet and at reception desks at each facility for review.
3. Post a copy of the EEOP Utilization Report on the court's intranet.
4. Post notices on employee bulletin boards referring staff to locations to see an electronic or hard-copy paper EEOP Utilization report.

Step 7: External Dissemination

The Arizona Superior Court in Pima County will disseminate the court's EEOP Utilization report by:

1. Posting a copy of the EEOP Utilization Report on the Arizona Superior Court in Pima County website.
2. Including on all job announcements for Arizona Superior Court in Pima County positions that applicants may obtain a copy of the EEOP Utilization Report via a link to the court's website, or by phone or e-mail request.
3. Notifying all contractors and vendors that do business with the Arizona Superior Court in Pima County that a copy of the EEOP Utilization Report is available on the court's website or by request.
4. Keep hard copies of the EEOP Utilization Report at various reception desks with a notification on bulletin boards for visitors that they may request or view a copy at our reception desks.

**Utilization Analysis Chart
Relevant Labor Market: Pima County, Arizona**

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 #/%	12/27%	5/11%	0/0%	0/0%	1/2%	0/0%	0/0%	0/0%	17/38%	8/18%	2/4%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	20,310/43	4,555/10	650/1%	260/1%	665/1%	100/0%	430/1%	50/0%	14,275/30	4,140/9%	510/1%	215/0%	520/1%	30/0%	280/1%	15/0%
Utilization #/%	-17%	1%	-1%	-1%	1%	-0%	-1%	-0%	7%	9%	3%	-0%	-1%	-0%	-1%	-0%
Professionals																
Workforce #/%	115/21%	88/16%	21/4%	1/0%	8/1%	0/0%	3/1%	0/0%	161/30%	101/19%	19/4%	5/1%	10/2%	1/0%	5/1%	0/0%
CLS #/%	28,805/35	5,250/6%	1,320/2%	435/1%	2,330/3%	95/0%	515/1%	195/0%	31,490/38	8,030/10	1,170/1%	690/1%	1,860/2%	35/0%	355/0%	205/0%
Utilization #/%	-13%	10%	2%	-0%	-1%	-0%	-0%	-0%	-8%	9%	2%	0%	-0%	0%	1%	-0%
Technicians																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	3,400/27	1,360/11	265/2%	25/0%	320/3%	0/0%	59/0%	70/1%	4,730/37	1,830/14	235/2%	90/1%	270/2%	0/0%	80/1%	50/0%
Utilization #/%																
Protective Services:																
Sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	5,580/50	2,665/24	230/2%	180/2%	160/1%	20/0%	130/1%	155/1%	1,205/11	675/6%	70/1%	65/1%	40/0%	0/0%	15/0%	0/0%
Utilization #/%																
Protective Services: Non-sworn																
Workforce #/%	19/18%	23/21%	5/5%	1/1%	0/0%	0/0%	0/0%	0/0%	20/19%	34/31%	5/5%	1/1%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	240/38%	75/12%	65/10%	15/2%	0/0%	0/0%	0/0%	0/0%	160/26%	69/11%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-21%	9%	-6%	-1%	0%	0%	0%	0%	-7%	20%	5%	1%	0%	0%	0%	0%
Administrative Support																
Workforce #/%	20/8%	8/3%	3/1%	3/1%	0/0%	0/0%	0/0%	0/0%	91/35%	115/44%	10/4%	2/1%	5/2%	1/0%	1/0%	0/0%
CLS #/%	26,075/23	11,615/10	1,405/1%	430/0%	1,235/1%	75/0%	355/0%	230/0%	41,860/37	24,310/21	1,825/2%	1,655/1%	1,855/2%	110/0%	775/1%	415/0%

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
	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%
Utilization #/%	-15%	-7%	-0%	1%	-1%	-0%	-0%	-0%	-2%	23%	2%	-1%	0%	0%	-0%	-0%
Skilled Craft																
Workforce #/%	2/29%	3/43%	1/14%	0/0%	0/0%	0/0%	0/0%	0/0%	1/14%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	18,745/48%	16,450/42%	755/2%	765/2%	340/1%	65/0%	300/1%	35/0%	1,265/3%	375/1%	40/0%	25/0%	115/0%	0/0%	50/0%	0/0%
Utilization #/%	-19%	1%	12%	-2%	-1%	-0%	-1%	-0%	11%	-1%	-0%	-0%	-0%	0%	-0%	0%
Service/Maintenance																
Workforce #/%	3/17%	9/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	3/17%	3/17%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	25,770/24%	26,065/25%	2,300/2%	1,190/1%	1,500/1%	55/0%	605/1%	175/0%	21,225/20%	21,870/21%	1,335/1%	1,400/1%	1,310/1%	85/0%	455/0%	130/0%
Utilization #/%	-8%	25%	-2%	-1%	-1%	-0%	-1%	-0%	-3%	-4%	-1%	-1%	-1%	-0%	-0%	-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	✓								✓							
Protective Services: Non-sworn	✓															
Administrative Support	✓															

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: Anthony James Olivier

Director, Human Resources

07-02-2020

[signature]

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