

# EEO Utilization Report

## Organization Information

Name: City Of Kennewick

City: Kennewick

State: WA

Zip: 99336

Type: County/Municipal Law Enforcement

## **Step 1: Introductory Information**

### **Policy Statement:**

#### **EQUAL EMPLOYMENT OPPORTUNITY STATEMENT**

It is the policy of the City of Kennewick to provide for Equal Employment Opportunity and Non- Discrimination on the basis of race, creed, color, national origin, sex, marital status, age, sexual orientation, sensory, mental or physical handicap or disability, or use of a trained service dog. This policy applies at all organizational levels and is intended to provide for equality in hiring, training, compensation, promotion, demotion, transfer, termination, benefits and education and tuition reimbursement. The City is committed to this policy because of its inherent fairness and since this policy contributes to the effective management of the City.

As a result of this policy, the City will strive to eliminate barriers to Equal Employment Opportunity for protected class members and to improve the employment opportunities of members of under-represented protected classes through implementation of a Workforce Diversity Plan. Positive, aggressive measures shall be taken to continue to encourage changes that promote opportunities for meaningful employment for protected class persons.

All employees of the City of Kennewick are responsible for the success of this policy. The Human Resources Director shall have the responsibility for implementation of the Workforce Diversity Plan. However, we all share the obligation to point out inequities and to encourage free participation in all employment opportunities.

## **Step 4b: Narrative of Interpretation**

After review of the Utilization Analysis Chart, white female and Hispanic/ Latino female sworn-patrol officers and white female non-sworn protective services categories remain underutilized.

The City of Kennewick will continue to make efforts to work toward reaching appropriate utilization of these categories, striving toward a workforce that is reflective of our community. The City of Kennewick continues to review recruitment practices to maintain equal and equitable practices as committed through our Equal Employment Opportunity Statement.

## **Step 5: Objectives and Steps**

### **1. Identify and open untapped marketing and outreach pathways to attract Hispanic and white women to apply for Police officer positions.**

a. The City of Kennewick is currently making efforts toward more robust and creative sourcing methods which include reviewing alternative recruitment platforms. With this platform review comes development of new sourcing methods, innovative advertising, and less burdensome application processes.

The City of Kennewick identified the application process as an area of improvement and the decision has already been made to remove unnecessary barriers recently highlighted in the above platform review. Some areas of duplication in the application process were removed to streamline and abbreviate the applicant experience.

The City of Kennewick remains active in developing leading recruitment efforts to funnel additional candidates from the Hispanic and white female categories. Current recruitment efforts aim toward community outreach such as job fairs, reaching out to local college career centers, and maintaining cadet programs to engage prospective candidates earlier in their careers.

## **Step 6: Internal Dissemination**

The City of Kennewick maintains a current copy of the EEOP Utilization Report on the City's intranet page which is available to all employees. An email notification is submitted to all employees regarding updates and how to access the report.

## **Step 7: External Dissemination**

1. Post a copy of the current EEOP Utilization Report on the City of Kennewick's external internet site which is available to the public at all times.

2. Include verbiage on all job announcements that the current EEOP Utilization Report is available on the public internet site or applicants may request a copy at any time.

**Utilization Analysis Chart**  
**Relevant Labor Market: Benton 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
<b>Officials/Administrators</b>																
Workforce #/%	22/73%	1/3%	0/0%	0/0%	1/3%	0/0%	0/0%	0/0%	6/20%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	5,445/57%	545/6%	15/0%	20/0%	110/1%	10/0%	25/0%	0/0%	2,930/31%	270/3%	30/0%	4/0%	85/1%	0/0%	0/0%	0/0%
Utilization #/%	16%	-2%	-0%	-0%	2%	-0%	-0%	0%	-11%	-3%	-0%	-0%	-1%	0%	0%	0%
<b>Professionals</b>																
Workforce #/%	38/62%	2/3%	0/0%	0/0%	1/2%	0/0%	0/0%	0/0%	16/26%	2/3%	0/0%	0/0%	0/0%	0/0%	2/3%	0/0%
CLS #/%	7,390/48%	345/2%	25/0%	55/0%	485/3%	0/0%	55/0%	50/0%	5,990/39%	650/4%	65/0%	10/0%	270/2%	0/0%	105/1%	0/0%
Utilization #/%	15%	1%	-0%	-0%	-1%	0%	-0%	-0%	-12%	-1%	-0%	-0%	-2%	0%	3%	0%
<b>Technicians</b>																
Workforce #/%	13/76%	1/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	3/18%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,310/44%	50/2%	10/0%	0/0%	35/1%	0/0%	35/1%	0/0%	1,160/39%	270/9%	15/1%	15/1%	75/3%	0/0%	0/0%	0/0%
Utilization #/%	32%	4%	-0%	0%	-1%	0%	-1%	0%	-21%	-9%	-1%	-1%	-3%	0%	0%	0%
<b>Protective Services: Sworn-Officials</b>																
Workforce #/%	18/86%	2/10%	0/0%	0/0%	1/5%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	935/65%	140/10%	115/8%	0/0%	0/0%	0/0%	10/1%	0/0%	205/14%	0/0%	0/0%	25/2%	0/0%	0/0%	15/1%	0/0%
Utilization #/%	21%	-0%	-8%	0%	5%	0%	-1%	0%	-14%	0%	0%	-2%	0%	0%	-1%	0%
<b>Protective Services: Sworn-Patrol Officers</b>																
Workforce #/%	54/72%	10/13%	2/3%	0/0%	1/1%	0/0%	2/3%	0/0%	6/8%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	2,850/41%	995/14%	130/2%	29/0%	90/1%	0/0%	10/0%	0/0%	1,960/28%	775/11%	35/1%	0/0%	15/0%	20/0%	0/0%	10/0%
Utilization #/%	31%	-1%	1%	-0%	0%	0%	3%	0%	-20%	-11%	-1%	0%	-0%	-0%	0%	-0%
<b>Protective Services: Non-sworn</b>																
Workforce #/%	58/78%	6/8%	0/0%	2/3%	0/0%	0/0%	2/3%	0/0%	6/8%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%

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
CLS #/%	30/46%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	35/54%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	32%	8%	0%	3%	0%	0%	3%	0%	-46%	0%	0%	0%	0%	0%	0%	0%
<b>Administrative Support</b>																
Workforce #/%	5/12%	3/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	27/66%	4/10%	0/0%	0/0%	1/2%	0/0%	1/2%	0/0%
CLS #/%	3,865/22%	855/5%	95/1%	20/0%	110/1%	0/0%	35/0%	10/0%	10,100/59%	1,480/9%	95/1%	145/1%	255/1%	20/0%	85/0%	50/0%
Utilization #/%	-10%	2%	-1%	-0%	-1%	0%	-0%	-0%	7%	1%	-1%	-1%	1%	-0%	2%	-0%
<b>Skilled Craft</b>																
Workforce #/%	36/84%	5/12%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/5%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	5,250/74%	1,195/17%	20/0%	45/1%	35/0%	0/0%	80/1%	10/0%	410/6%	35/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	10%	-5%	-0%	-1%	-0%	0%	-1%	-0%	-1%	-0%	0%	0%	0%	0%	0%	0%
<b>Service/Maintenance</b>																
Workforce #/%	20/71%	6/21%	0/0%	0/0%	0/0%	0/0%	2/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	6,125/30%	3,910/19%	230/1%	130/1%	355/2%	45/0%	90/0%	35/0%	5,895/29%	2,665/13%	60/0%	70/0%	400/2%	0/0%	105/1%	60/0%
Utilization #/%	41%	2%	-1%	-1%	-2%	-0%	7%	-0%	-29%	-13%	-0%	-0%	-2%	0%	-1%	-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
<b>Protective Services: Sworn-Patrol Officers</b>									✓	✓						
<b>Protective Services: Non-sworn</b>									✓							

### Law Enforcement Category Rank 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
<b>Chief</b>																
Workforce #/%	0/0%	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%
<b>Sergeant</b>																
Workforce #/%	12/86%	1/7%	0/0%	0/7%	1/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Commander</b>																
Workforce #/%	5/100%	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%
<b>Lieutenant</b>																
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%
<b>Protective Services: Sworn-Patrol Officers</b>																
Workforce #/%	54/72%	10/13%	2/3%	0/1%	1/1%	0/0%	2/3%	0/0%	6/8%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%

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: April Bell

HR Generalist

07-18-2022

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[signature]

[title]

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