

# EEOP Short Form



Wed Jun 20 15:50:32 EDT 2012

## Step 1: Introductory Information

**Grant Title:** Justice Assistance Grant Program **Grant Number:** 11-DJ-04-26-1  
**Grantee Name:** Gunnison County, Colorado **Award Amount:** \$32,803.00  
**Grantee Type:** Local Government Agency  
**Address:** 200 E. Virginia Avenue  
Gunnison, Colorado  
81230  
**Contact Person:** Janet Reinman **Telephone #:** 970-641-7902  
**Contact Address:** 200 E. Virginia Avenue  
Gunnison, Colorado  
81230  
**DOJ Grant Manager:** Kenya Lyons **DOJ Telephone #:** 303-239-4475

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**Grant Title:** Juvenile Diversion Program **Grant Number:** 12-DV-07-04  
**Grantee Name:** Gunnison County, Colorado **Award Amount:** \$35,000.00  
**Grantee Type:** Local Government Agency  
**Address:** 200 E. Virginia Avenue  
Gunnison, Colorado  
81230  
**Contact Person:** Janet Reinman **Telephone #:** 970-641-7902  
**Contact Address:** 200 E. Virginia Avenue  
Gunnison, Colorado  
81230  
**DOJ Grant Manager:** Michele Lovejoy **DOJ Telephone #:** 303-239-5712

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**Grant Title:** Sexual Assault Response Program **Grant Number:** 10-SR-7-4  
**Grantee Name:** Gunnison County, Colorado **Award Amount:** \$30,000.00  
**Grantee Type:** Local Government Agency  
**Address:** 200 E. Virginia Avenue  
Gunnison, Colorado  
81230  
**Contact Person:** Connie Carter Smith **Telephone #:** 970-641-7360  
**Contact Address:** 200 E. Virginia Avenue  
Gunnison, Colorado  
81230  
**DOJ Grant Manager:** Terry Livermore **DOJ Telephone #:** 303-866-2852

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**Grant Title:** Law Enforcement Crime Victim Services  
**Grant Number:** 11-VA-7-35  
**Grantee Name:** Gunnison County, Colorado  
**Award Amount:** \$50,779.00  
**Grantee Type:** Local Government Agency  
**Address:** 200 E. Virginia Avenue  
Gunnison, Colorado  
81230  
**Contact Person:** Connie Carter Smith  
**Telephone #:** 970-641-7360  
**Contact Address:** 200 E. Virginia Avenue  
Gunnison, Colorado  
81230  
**DOJ Grant Manager:** Rob Gallup  
**DOJ Telephone #:** 303-239-4529

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**Grant Title:** State Criminal Alien Assistance Program  
**Grant Number:** 2011-AP-BX-0821  
**Grantee Name:** Gunnison County, Colorado  
**Award Amount:** \$10,147.00  
**Grantee Type:** Local Government Agency  
**Address:** 200 E. Virginia Avenue  
Gunnison, Colorado  
81230  
**Contact Person:** Kathy Coleman  
**Telephone #:** 970-641-7667  
**Contact Address:** 510 W. Bidwell  
Gunnison, Colorado  
81230  
**DOJ Grant Manager:** OC Customer Service - Mark  
**DOJ Telephone #:** 800-458-0786

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**Policy Statement:**

Equal Employment Opportunity. Gunnison County is dedicated to the principles of equal employment opportunity in any term, condition or privilege of employment. We do not discriminate against applicants or employees on the basis of age (40 and over), race, sex, color, religion, national origin, disability, genetic information, sexual orientation, political affiliation, or any other status protected by federal, state or local law.

## **Step 4b: Narrative Underutilization Analysis**

### **UNDERREPRESENTATION OF WHITE MALES IN ADMINISTRATIVE SUPPORT POSITIONS:**

Gunnison County strives to hire the most qualified applicant available for each open position in our workforce. Being a local government with a mission of service to the public, we do not always attract male applicants, for Administrative Support positions, on the scale that we attract females. The argument could be made that those males counted in the 2000 census as "qualified" for an Administrative Support position do not apply, or are not as qualified as the female candidates we have hired. Administrative Support positions have traditionally been held by a larger percentage of females than males, but as Gunnison County is very proud of the number of females we have working in traditionally male positions, we will strive to understand exactly what is happening with male numbers in our Administrative Support positions and will take corrective action if necessary.

## **Step 5 & 6: Objectives and Steps**

**1. Our Human Resources staff will review all recruitment data related to the Administrative Support jobs category to identify any issues that may pose barriers for white males. The review will include examination of applicant data for recent vacancies; review of job postings and advertizing practices; evaluation of the hiring, retention, and attrition rates for administrative support positions and for departments. If any barriers are found that would cause white males to be underutilized in Gunnison County's Administrative Support positions, procedures will be revised and we will continue to strive and provide equal employment opportunities for all persons interested and eligible in our market area.**

- a. Gather applications and resumes for all current recruitment processes which involve Administrative Support positions.
- b. Analyze the percentage of white male applicants as compared with the 2000 census of eligible white males available.
- c. Note any indication that white males were not given an equal opportunity for employment.
- d. If necessary, analyze applicant logs used to rate applicants on required and preferred education, experience and skills.
- e. Analyze applicants interviewed and applicants hired.
- f. Note any indication that white males were not given an equal opportunity for employment.
- g. Analyze job notices and placement of advertising.
- h. Note any indication that white males were not given an equal opportunity for submitting an application for consideration of employment.
- i. Analyze recent retention and attrition rates of white male employees in Administrative Support positions.
- j. Analyze recent retention and attrition by department.
- k. Revise recruitment and employment practices as needed to provide equal employment opportunity.

## **Step 7a: Internal Dissemination**

The EEOP Short Form will be posted on the Gunnison County website under the Human Resources tab.

## **Step 7b: External Dissemination**

The EEOP Short Form will be posted on the Gunnison County website under the Employment Opportunities tab.

**Utilization Analysis Chart**  
**Relevant Labor Market: Gunnison County, Colorado**

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	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
<b>Officials/Administrators</b>														
Workforce #/%	8/53%	0/0%	0/0%	0/0%	0/0%	0/0%	1/7%	6/40%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	830/55%	4/0%	4/0%	0/0%	0/0%	0/0%	10/1%	635/42%	4/0%	4/0%	4/0%	4/0%	0/0%	4/0%
Utilization #/%	-2%	-0%	-0%	0%	0%	0%	6%	-2%	-0%	-0%	-0%	-0%	0%	-0%
<b>Professionals</b>														
Workforce #/%	8/42%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	11/58%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	595/45%	8/1%	0/0%	4/0%	4/0%	0/0%	0/0%	695/52%	10/1%	0/0%	4/0%	4/0%	0/0%	0/0%
Utilization #/%	-3%	-1%	0%	-0%	-0%	0%	0%	5%	-1%	0%	-0%	-0%	0%	0%
<b>Technicians</b>														
Workforce #/%	6/29%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	15/71%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	60/43%	4/3%	0/0%	0/0%	0/0%	0/0%	0/0%	75/54%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-15%	-3%	0%	0%	0%	0%	0%	17%	0%	0%	0%	0%	0%	0%
<b>Protective Services: Sworn</b>														
Workforce #/%	16/59%	2/7%	1/4%	0/0%	0/0%	0/0%	0/0%	6/22%	1/4%	0/0%	0/0%	0/0%	0/0%	1/4%
CLS #/%	70/83%	4/5%	0/0%	0/0%	0/0%	0/0%	0/0%	10/12%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-24%	3%	4%	0%	0%	0%	0%	10%	4%	0%	0%	0%	0%	4%
<b>Protective Services: Non-sworn</b>														
Workforce #/%	2/13%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	11/73%	2/13%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	30/61%	4/8%	0/0%	0/0%	0/0%	0/0%	0/0%	15/31%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-48%	-8%	0%	0%	0%	0%	0%	43%	13%	0%	0%	0%	0%	0%
<b>Administrative Support</b>														
Workforce #/%	4/13%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	26/84%	0/0%	0/0%	0/0%	0/0%	0/0%	1/3%
CLS #/%	560/31%	4/0%	0/0%	4/0%	0/0%	0/0%	0/0%	1,200/66%	35/2%	4/0%	4/0%	4/0%	0/0%	0/0%
Utilization #/%	-18%	-0%	0%	-0%	0%	0%	0%	18%	-2%	-0%	-0%	-0%	0%	3%
<b>Skilled Craft</b>														
Workforce #/%	29/85%	3/9%	0/0%	0/0%	0/0%	0/0%	1/3%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,150/91%	34/3%	4/0%	15/1%	0/0%	0/0%	10/1%	50/4%	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	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Utilization #/%	-6%	6%	-0%	-1%	0%	0%	2%	-1%	0%	0%	0%	0%	0%	0%
<b>Service/Maintenance</b>														
Workforce #/%	10/77%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/15%	0/0%	0/0%	0/0%	0/0%	0/0%	1/8%
CLS #/%	1,275/54%	120/5%	10/0%	4/0%	15/1%	0/0%	15/1%	825/35%	75/3%	4/0%	15/1%	0/0%	0/0%	10/0%
Utilization #/%	23%	-5%	-0%	-0%	-1%	0%	-1%	-19%	-3%	-0%	-1%	0%	0%	7%

### 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	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
<b>Administrative Support</b>	✓													

