

TWIN FALLS COUNTY EEOP PLAN

Grantee Name: Twin Falls County

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Grants Administrator: Gary Anderson, R&D
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Date and effective duration of EEOP: October 1, 2020 – September 30, 2021

Policy Statement:

It is the continuing policy of Twin Falls County to be an equal opportunity employer. The object of Twin Falls County is to recruit, hire, train, and promote into all levels of the organization the most qualified applications without regard to race, creed, color, national origin, veteran's status, sex, age or disability except where sex, age or physical condition may be a bona fide occupational qualification. This policy is in keeping with Federal and State Legislation regarding equal employment opportunity.

Decisions as to employment, promotion, and all other personnel actions in such areas as compensation, employee benefits, transfers, layoff, return from layoff, training and education, tuition assistance, social and recreational programs and other similar County-sponsored activities are to be administered without regard to race, creed, color, national origin, veteran's status, sex, age, or disability except where sex, age or physical condition may be bona fide occupational qualification.

All employees must assume a personal responsibility for the furtherance of equal employment opportunity goals, and any employee who fails to comply with this policy is subject to appropriate disciplinary action.



Jack Johnson
Chairman, Twin Falls County Commissioners

UTILIZATION NARRATIVE:

A comparison of the Twin Falls County workforce to the community labor statistics for Twin Falls County indicates an underutilization of females and minorities in some areas. Demographic information indicates very small populations of Black or African American, Asian, Native Hawaiian or Other Pacific Islander, American Indian or Alaska Native, and Two or More Races in Twin Falls County (all less than 3%). Therefore, the larger area of underutilization was identified as Hispanic or Latino. The majority of this plan will focus on addressing identified areas of underutilization, however, Twin Falls County welcomes the chance to increase the representation of all underutilized groups and will continue to explore ways of communicating job opportunities to all race and ethnic groups, as well as focusing on the underutilization of females. Twin Falls County has identified the following areas of concern:

Officials & Administrators: Census data indicates that Hispanic males are underutilized by 3.9%; Hispanic females are underutilized by 2.7%, and total minorities are underutilized by 5.8%. There are 47 positions in this category. This has been identified as an area of concern.

Professionals: Census data indicates that total females are underutilized in this category by 10.7%, and total minorities are underutilized by 4.5%. There are 52 positions in this category and females represent 50.0% of this category, so female underutilization is not necessarily an area of concern. This category will continue to be monitored for minority activity.

Technicians: Census data indicates that Hispanic males are underutilized by 7.4% and total number of females are underutilized by 12.4%. The majority of these positions are rank positions within the Sworn Law Enforcement field. This has been identified as an area of concern, although there are only 21 positions in this category, hiring female officers continues to be a challenge, therefore promotional opportunities into this category are also a challenge. It should be noted that improvements have been made in female promotions from previous year's data.

Protective Services - Sworn: Census data indicates that females are underutilized in this category by 1.2%. We will continue to consider this an area of concern as hiring female officers continues to be a challenge, and this is a feeder group for promotional opportunities into higher ranking positions in the Technician category.

Protective Services – Non-Sworn: Census data indicates that females are underutilized in this category by 25.9%, however 51.4% of the positions in this category are filled by females, so this is not necessarily an area of concern, but will be monitored. Hispanic males are underutilized by 3.4%.

Administrative Support: Census data indicates that white males are underutilized in this category, however, this is not a particular area of concern for Twin Falls County.

Skilled Craft: Census data indicates that females and total minority representation in this category is underutilized, however, there are only 2 positions in this category, and although this is not of particular concern for Twin Falls County, it will continue to be monitored.

Service / Maintenance: Census data indicates that total minorities underutilized by 14.3%. This is not of particular concern for Twin Falls County, but will be monitored. There are 30 positions in this category, and they are entry level and seasonal positions.

TOTAL WORKFORCE: Census data indicates that females comprise 55.9% of the workforce, however, total minorities are underutilized by 8.9%.

OBJECTIVE:

Twin Falls County is committed to ensuring that its workforce profiles more closely reflect the available labor force in Twin Falls County. Based on the results of the underutilization analysis, Twin Falls County has established the following objectives:

The highest areas of underutilization are females in the Technicians category (12.4%), Protective Service Non-Sworn category (25.9%), and Professionals category (10.7%). The highest area of underutilization for total minorities are Service / Maintenance (14.3%), Professionals (4.5%), and Officials and Administrators (5.8%).

Twin Falls County will continue to review and monitor data to ensure the accuracy of these statistics. It is the goal of Twin Falls County to ensure the underrepresented groups receive equal opportunity to secure employment and advancement. Twin Falls County will review job requirements, hiring procedures, and promotional practices to ensure no unnecessary barriers exist that would deny any underutilized group in obtaining employment with Twin Falls County. Specifically, Twin Falls County will attempt to attract qualified females and minorities to underutilized categories.

STEPS TO ACHIEVE OBJECTIVES:

Twin Falls County is committed to ensuring its workforce more closely reflects the relevant available community workforce to ensure equal opportunity employment. The following information summarizes specific objectives to assist Twin Falls County in reaching this goal:

- Continue to utilize local, regional, and national job posting boards as appropriate for the position advertised.
- Continue to utilize the local area college for posting positions and participating in career fairs as a recruitment technique, specifically for Law Enforcement and Professional positions.
- Continue to monitor recruitment and promotional policies and procedures to further identify any possible problem areas.
- Continue to review and update as necessary position descriptions.

- Review and update as necessary job and category classifications to ensure proper data is reflected in reporting.
- Continue to monitor employment activities and provide EEO training to department heads as necessary.
- Review and update this plan as necessary.

DISSEMINATION:

External:

- Continue to list all job openings with the local Department of Labor and Commerce office, and on Twin Falls County's Website and Facebook pages in order to reach the broadest audience of potential job seekers as possible.
- Continue to include the statement "Equal Opportunity Employer" on all job postings and newspaper advertisements.
- Ensure the statement "Equal Opportunity Employer" is posted on Twin Falls County's webpage, application forms, and letterhead.
- Post notice of EEOP on webpage explaining how employees and members of the public may obtain a copy of the EEOP.

Internal:

- Post notice of EEOP on webpage explaining how employees and members of the public may obtain a copy of the EEOP.
- Human Resources will assist individual department heads in identifying and / or addressing any problem areas and exploring effective solutions.

Twin Falls County
Utilization Analysis
Data as of 09/30/2021

Data as of 09/30/2021																	
Job Category	Male						Female						Total Females	Total Minorities			
	Hispanic or Latino	White Alone	Black or African Amer	American Indian or Alaskan Native	Asian Alone	Native Hawaiian / Pacific Islander	2+ Races	Hispanic or Latino	White Alone	Black or African Amer	American Indian or Alaskan Native	Asian Alone			Native Hawaiian / Pacific Islander	2+ Races	
Officials / Administrators County Workforce CLF (2010 Census) Utilization		48.9%							48.9%							51.1%	2.1%
	3.9%	57.9%		0.8%		0.6%		2.7%	34.1%							36.8%	7.9%
	-3.9%	-9.0%		-0.8%		-0.6%		-2.7%	14.8%							14.3%	-5.8%
Professionals County Workforce CLF (2010 Census) Utilization		48.1%						1.9%	48.1%							50.0%	3.8%
	0.8%	36.6%	0.1%	0.3%	1.5%			3.7%	55.2%		0.6%	0.6%				60.7%	8.3%
	-0.8%	11.5%	-0.1%	-0.3%				-1.8%	-7.1%		-0.6%					-10.7%	-4.5%
Technicians County Workforce CLF (2010 Census) Utilization		57.1%						9.5%	28.6%		4.8%					42.9%	14.3%
	7.4%	34.9%	1.3%		0.6%		0.7%	9.9%	41.8%	2.1%		1.4%		0.1%		55.3%	17.1%
	-7.4%	22.2%	-1.3%				-0.7%	-0.4%	-13.2%	-2.1%	4.8%			-0.1%		-12.4%	-2.8%
Protective Services Sworn County Workforce CLF (2010 Census) Utilization	6.3%	81.0%							12.7%							12.7%	6.3%
	5.0%	78.2%					3.0%	2.0%	5.9%					5.0%		13.9%	5.4%
	1.3%	2.8%					-3.0%	-2.0%	6.8%					-5.0%		-1.2%	0.9%
Protective Services Non-Sworn County Workforce CLF (2010 Census) Utilization	5.7%	40.0%						8.6%	40.0%		2.9%					51.4%	20.0%
	9.1%	54.5%					13.6%		22.7%							77.3%	22.7%
	-3.4%	-14.5%					-13.6%	8.6%	17.3%		2.9%					-25.9%	-2.7%
Administrative Support County Workforce CLF (2010 Census) Utilization	2.7%	5.5%						12.3%	78.8%							91.8%	15.8%
	4.4%	25.2%	0.3%				0.6%	8.7%	59.1%		0.5%	0.9%		0.4%		69.5%	15.7%
	-1.7%	-19.7%	-0.3%				-0.6%	3.6%	19.7%		-0.5%			-0.4%		22.3%	0.1%
Skilled Craft County Workforce CLF (2010 Census) Utilization		1.4%															
	15.0%	72.8%			0.4%	0.3%	1.3%	2.6%	7.3%					0.1%		10.0%	19.8%
	-15.0%	-71.4%				-0.3%	-1.3%	-2.6%	-7.3%					-0.1%		-10.0%	-19.8%
Service / Maintenance County Workforce CLF (2010 Census) Utilization	10.0%	46.7%						6.7%	36.7%							43.3%	16.7%
	17.9%	39.3%	0.3%	0.1%	1.0%	0.1%	0.1%	8.7%	29.7%	0.7%	0.7%	1.1%		0.4%		41.2%	31.0%
	-7.9%	7.4%	-0.3%	-0.1%		-0.1%	-0.1%	-2.0%	7.0%	-0.7%	-0.7%			-0.4%		2.1%	-14.3%
Totals County Workforce CLF (2010 Census) Utilization	3.6%	39.4%						6.5%	48.8%		0.7%					55.9%	10.7%
	18.0%	78.8%	0.6%	0.3%	1.2%	0.2%	0.9%	14.0%	82.0%	0.8%	0.8%	1.6%		0.8%		48.5%	19.7%
	-14.4%	-39.4%	-0.6%	-0.3%		-0.2%	-0.9%	-7.5%	-33.2%	-0.8%	-0.2%			-0.8%		7.4%	-8.9%

**Twin Falls County Workforce
Full and Part-Time Employees
Data as of 09/30/2021**

Job Category	Total	Male							Female							Total Females	Total Minorities
		Hispanic or Latino	White Alone	Black or African Amer	American Indian or Alaskan Native	Asian Alone	Native Hawaiian / Pacific Islander	2+ Races	Hispanic or Latino	White Alone	Black or African Amer	American Indian or Alaskan Native	Asian Alone	Native Hawaiian / Pacific Islander	2+ Races		
Officials / Administrators	47		23							23						24	1
	100%		48.9%							48.9%						51.1%	2.1%
Professionals	52		25			1			1	25						26	2
	100%		48.1%						1.9%	48.1%						50.0%	3.8%
Technicians	21		12						2	6		1				9	3
	100%		57.1%						9.5%	28.6%		4.8%				42.9%	14.3%
Protective Service - Sworn	79	5	64							10						10	5
	100%	6.3%	81.0%							12.7%						12.7%	6.3%
Protective Service - Non-Sworn	70	4	28			1	1		6	28		2				36	14
	100%	5.7%	40.0%						8.6%	40.0%		2.9%				51.4%	20.0%
Administrative Support	146	4	8						18	115			1			134	23
	100%	2.7%	5.5%						12.3%	78.8%						91.8%	15.8%
Skilled Craft	2		2														
	100%		1.4%														
Service / Maintenance Workers	30	3	14						2	11						13	5
	100%	10%	47%						7%	37%						43%	17%
Totals	447	16	176						29	218		3				250	48
	100%	3.6%	39.4%						6.5%	48.8%		0.7%				55.9%	10.7%