

St Johns County Sheriff's Office

EEO Plan/ Utilization Report

NAME: ST. JOHNS COUNTY SHERIFF'S OFFICE

ADDRESS: 4015 LEWIS SPEEDWAY
ST. AUGUSTINE, FL 32084


TELEPHONE: (904) 824-8304

PERSON RESPONSIBLE FOR EEO PROGRAM: MARYANN TATEM

EMPLOYER IDENTIFICATION #: 59-6000829

The St. Johns County Sheriff's Office (SJSO) is an Equal Opportunity Employer and Prohibits Discrimination and Harassment of Any Kind: SJSO is committed to the principle of equal employment opportunity for all employees and to providing employees with a work environment free of discrimination and harassment. All employment decisions at SJSO are based on industry standards, job requirements and individual qualifications, without regard to race, color, religion, political affiliation, sex, sexual orientation, national origin, handicap, age race, color, religion or belief, family or parental status, or any other status protected by the laws or regulations. SJSO has a zero-tolerance for all discrimination or harassment based on any of these characteristics.

This plan is effective 01 May 2020 thru 30 May 2022


MARYANN TATEM, HR MANAGER
ST. JOHNS COUNTY SHERIFF'S OFFICE

EEO Utilization Report

Organization Information

Name: St. Johns County Sheriff's Office

City: Saint Augustine

State: FL

Zip: 32084

Type: County/Municipal Law Enforcement

Step 1: Introductory Information

Policy Statement:

It is the policy of the St. Johns County Sheriff's Office that all personnel shall be appointed, promoted, demoted, transferred, and compensated without regard to race, color, sex, sexual orientation, religion, disability, age, national origin, or any other circumstance other than merit and qualification.

Step 4b: Narrative of Interpretation

After review of the Utilization Analysis Chart, which compares the St. Johns County Sheriff's Office workforce with Community Labor Statistics of St. Johns County Florida, the St. Johns County Sheriff's Office is above parity for ethnicities in all job categories with the following exceptions:

Protective Services: Sworn Patrol Officers
White Females -25%

Protective Services: Non-Sworn
Hispanic or Latino Males -14%
Hispanic or Latino Females -7%

Administrative Support:
White Males -12%

The St. Johns County Sheriff's Office is committed to the recruitment goals of the agency and strives to recruit the most qualified individuals that represent the diversity of our community.

Step 5: Objectives and Steps

1. To provide equal employment opportunities to all identified underutilized areas, for all job categories, and in all vacancies.

- a. Distribute recruitment materials, which represent a diverse workforce, to local colleges and community centers.
- b. Research national trends to identify barriers in recruitment that may deter Hispanic/Latino or white females from applying for positions.
- c. Participate in various recruiting events within the community as well as statewide to reach a larger cross-section of population. These events include available job fairs held at colleges, high schools, basic recruit academies, community centers, military expos, etc.
- d. Educate and recruit the community, by distributing recruitment materials to business and civic organizations within St. Johns County.
- e. Utilize social media to advertise and spotlight different areas within the organization for outside job openings.
- f. Continue to revitalize and diversify the Recruitment Committee/Team, by actively seeking new members who represent the community they serve and have a passion for recruitment.

Step 6: Internal Dissemination

1. The EEOP Utilization report will be posted to our electronic bulletin board (SharePoint), which can be accessed by all SJSO employees at any time.
2. An electronic notification will be sent to all SJSO employees telling them where they can access the EEOP Utilization report. In addition, employees will be informed that hard copies of the EEOP Utilization report are available upon request in the Human Resource Office.

Step 7: External Dissemination

1. External dissemination of the Sheriff's Office EEO Plan (Utilization Report) will be made through our agency website at www.sjsso.org.
2. Website notification will include a statement indicating that a hard copy of the plan is available upon request in the St. Johns County Sheriff's Office Human Resource Office.

Utilization Analysis Chart
Relevant Labor Market: St. Johns County, Florida

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 #/%	2/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	4,915/56%	195/2%	60/1%	0/0%	75/1%	0/0%	20/0%	0/0%	2,985/34%	150/2%	185/2%	15/0%	120/1%	0/0%	25/0%	0/0%
Utilization #/%	-6%	-2%	-1%	0%	-1%	0%	-0%	0%	16%	-2%	-2%	-0%	-1%	0%	-0%	0%
Professionals																
Workforce #/%	2/17%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	10/83%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	3,670/37%	245/2%	95/1%	0/0%	160/2%	0/0%	15/0%	0/0%	5,210/52%	145/1%	310/3%	0/0%	155/2%	10/0%	10/0%	0/0%
Utilization #/%	-20%	-2%	-1%	0%	-2%	0%	-0%	0%	31%	-1%	-3%	0%	-2%	-0%	-0%	0%
Technicians																
Workforce #/%	9/26%	0/0%	2/6%	0/0%	0/0%	0/0%	0/0%	0/0%	19/56%	2/6%	2/6%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	475/30%	30/2%	20/1%	0/0%	0/0%	0/0%	35/2%	0/0%	870/55%	70/4%	55/4%	0/0%	15/1%	0/0%	0/0%	0/0%
Utilization #/%	-4%	-2%	5%	0%	0%	0%	-2%	0%	0%	1%	2%	0%	-1%	0%	0%	0%
Protective Services: Sworn-Officials																
Workforce #/%	71/81%	7/8%	3/3%	0/0%	0/0%	0/0%	0/0%	0/0%	6/7%	0/0%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	970/78%	20/2%	30/2%	0/0%	40/3%	0/0%	10/1%	0/0%	160/13%	0/0%	15/1%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	3%	6%	1%	0%	-3%	0%	-1%	0%	-6%	0%	-0%	0%	0%	0%	0%	0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	326/75%	22/5%	24/6%	2/0%	4/1%	0/0%	0/0%	5/1%	38/9%	4/1%	11/3%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	2,850/51%	335/6%	175/3%	4/0%	0/0%	0/0%	35/1%	15/0%	1,875/33%	59/1%	205/4%	10/0%	45/1%	0/0%	20/0%	0/0%
Utilization #/%	24%	-1%	2%	0%	1%	0%	-1%	1%	-25%	-0%	-1%	-0%	-1%	0%	-0%	0%
Protective Services: Non-Sworn																
Workforce #/%	58/46%	1/1%	0/0%	1/1%	1/1%	0/0%	0/0%	0/0%	57/45%	4/3%	2/2%	0/0%	1/1%	0/0%	0/0%	1/1%
CLS #/%	90/45%	30/15%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	60/30%	20/10%	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
Utilization #/%	1%	-14%	0%	1%	1%	0%	0%	0%	15%	-7%	2%	0%	1%	0%	0%	1%
Administrative Support																
Workforce #/%	38/21%	4/2%	1/1%	0/0%	1/1%	0/0%	0/0%	0/0%	113/62%	6/3%	17/9%	1/1%	1/1%	0/0%	0/0%	0/0%
CLS #/%	6,210/33%	300/2%	300/2%	45/0%	100/1%	0/0%	75/0%	30/0%	10,090/53%	635/3%	775/4%	10/0%	200/1%	0/0%	205/1%	55/0%
Utilization #/%	-12%	1%	-1%	-0%	0%	0%	-0%	-0%	9%	-0%	5%	0%	-1%	0%	-1%	-0%
Skilled Craft																
Workforce #/%	6/86%	0/0%	0/0%	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 #/%	4,880/80%	560/9%	295/5%	0/0%	75/1%	0/0%	39/1%	50/1%	225/4%	10/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	6%	-9%	-5%	0%	-1%	0%	-1%	-1%	11%	-0%	0%	0%	0%	0%	0%	0%
Service/Maintenance																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	7,925/42%	835/4%	1,040/6%	10/0%	220/1%	0/0%	135/1%	0/0%	6,305/34%	680/4%	1,350/7%	35/0%	195/1%	0/0%	39/0%	25/0%
Utilization #/%																

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
Protective Services: Sworn Patrol Officers									✓							
Protective Services: Non-sworn		✓														
Administrative Support	✓															

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
Sheriff																
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%
Director																
Workforce #/%	4/100%	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%
Chief																
Workforce #/%	2/67%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Commander																
Workforce #/%	10/100%	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%
Lieutenant																
Workforce #/%	16/70%	3/13%	1/4%	0/0%	0/0%	0/0%	0/0%	0/0%	3/13%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Sergeant																
Workforce #/%	38/81%	4/9%	2/4%	0/0%	0/0%	0/0%	0/0%	0/0%	2/4%	0/0%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	325/75%	22/5%	24/6%	2/1%	4/1%	0/0%	0/0%	5/1%	38/9%	4/1%	11/3%	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: MaryAnn Tatem

HR Manager

05-04-2020

[signature]

[title]

[date]