

# EEO Utilization Report

## Organization Information

Name: Nebraska Commission On Law Enforcement And Criminal Justice

City: Lincoln

State: NE

Zip: 68509

Type: State Government (not law enforcement)

## **Step 1: Introductory Information**

### **Policy Statement:**

It is the policy of the Nebraska Commission on Law Enforcement and Criminal Justice (Nebraska Crime Commission) that all women and men are to be treated fairly and equally, with dignity and respect. Any form of work place harassment or discrimination is contrary to this policy and will be regarded as possible discrimination on the basis of race, color, religion, age, sex, disability, or national origin and may be treated as violations of applicable state and federal laws. See Addendum. It will be considered a violation of this policy for any employee, student, guest instructor or individual doing business with Nebraska Crime Commission or Training Center to engage in work place harassment or discrimination, or for any supervisory personnel to knowingly permit work place harassment or discrimination.

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

In reviewing the Utilization Analysis it is noted that:

1. White females are under-represented in the Officials/Administrators category by -8%. The Administrative Support category is also under-represented by white females at -60%. It should be noted that there is a minimal amount of positions within the agency that fit this category.
2. Asian females are shown to be under-represented by -2% in the Professionals category.
3. Although it is not a significant under-representation there is a slight under-representation of males whom are Hispanic or Latino or Asian by -1% each in the Officials/Administrators Category. The Professionals category also indicates a slight under-representation of -1% for males that are Hispanic/Latino, and Black or African American.

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

### **1. To encourage White females to apply for vacancies in the Officials/Administrators, Professionals and Administrative Support job categories.**

a. Hiring managers within the agency will work with the Nebraska Department of Administrative Services, Human Resources Shared Services to enhance outreach efforts that may increase White female applicants for positions in these job categories. This will be accomplished by providing targeted outreach to two female organizations/groups for job postings in these categories. Identification of race is voluntary during the application and hiring process, this may impact data collection to accurately monitor this objective.

### **2. To encourage Male Hispanic/Latino and Black and African American to apply for vacancies in the Officials/Administrators and Professionals job categories.**

a. Hiring managers within the agency will work with the Nebraska Department of Administrative Services, Human Resources Shared Services to enhance outreach efforts that may increase Hispanic/Latino and Black and African American Male applicants for positions in these job categories. To accomplish this step targeted outreach will be conducted to two organizations/groups per job posting in these job categories. Identification of race is voluntary during the application and hiring process, this may impact data collection to accurately monitor this objective.

## **Step 6: Internal Dissemination**

1. Distribute a hard copy of the EEO Utilization Report to all employees in a supervisory position.
2. Provide an e-mail copy of the EEO Utilization Report to the Department of Administrative Services, Human Resources Shared Services team that provides HR support to the agency.
3. Post a copy of the EEOP Utilization Report on the Nebraska Crime Commission Portal, internal web based portal accessed by employees.

## **Step 7: External Dissemination**

1. Post the EEOP Utilization Report on the Nebraska Commission on Law Enforcement and Criminal Justice website for public view.
2. Notify all contractors (to include grant subrecipients) and vendors that do business with NCC that a copy of the EEOP Utilization Report is available upon request.

**Utilization Analysis Chart**  
**Relevant Labor Market: Lancaster County, Nebraska**

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 #/%	3/50%	0/0%	1/17%	0/0%	0/0%	0/0%	0/0%	0/0%	2/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	10,740/53%	250/1%	100/0%	0/0%	190/1%	0/0%	70/0%	20/0%	8,395/41%	305/1%	85/0%	10/0%	125/1%	0/0%	45/0%	0/0%
Utilization #/%	-3%	-1%	16%	0%	-1%	0%	-0%	-0%	-8%	-1%	-0%	-0%	-1%	0%	-0%	0%
<b>Professionals</b>																
Workforce #/%	17/40%	0/0%	0/0%	0/0%	3/7%	0/0%	0/0%	0/0%	21/50%	0/0%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	12,385/38%	395/1%	430/1%	20/0%	695/2%	0/0%	85/0%	115/0%	16,685/52%	360/1%	275/1%	75/0%	695/2%	0/0%	135/0%	30/0%
Utilization #/%	2%	-1%	-1%	-0%	5%	0%	-0%	-0%	-2%	-1%	2%	-0%	-2%	0%	-0%	-0%
<b>Technicians</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	2,270/40%	39/1%	15/0%	0/0%	120/2%	0/0%	0/0%	0/0%	2,885/51%	90/2%	55/1%	0/0%	140/2%	0/0%	19/0%	10/0%
Utilization #/%																
<b>Protective Services: Sworn</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	1,895/78%	55/2%	0/0%	15/1%	4/0%	25/1%	0/0%	0/0%	390/16%	4/0%	4/0%	0/0%	0/0%	10/0%	0/0%	35/1%
Utilization #/%																
<b>Protective Services: Non-sworn</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
Civilian Labor Force #/%	65/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	65/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%																
<b>Administrative Support</b>																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/100%	0/0%	0/0%	0/0%
CLS #/%	14,045/32%	450/1%	610/1%	4/0%	195/0%	0/0%	135/0%	20/0%	25,885/60%	645/1%	525/1%	115/0%	320/1%	10/0%	295/1%	30/0%

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 #/%	-32%	-1%	-1%	-0%	-0%	0%	-0%	-0%	-60%	-1%	-1%	-0%	99%	-0%	-1%	-0%
<b>Skilled Craft</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	10,515/83 %	1,115/9%	105/1%	55/0%	190/2%	0/0%	50/0%	20/0%	435/3%	0/0%	15/0%	0/0%	150/1%	0/0%	15/0%	0/0%
Utilization #/%																
<b>Service/Maintenance</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	19,320/48 %	1,660/4%	855/2%	150/0%	835/2%	15/0%	165/0%	50/0%	14,660/36 %	1,605/4%	490/1%	30/0%	590/1%	25/0%	190/0%	4/0%
Utilization #/%																

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: Kellie Rabenhorst

Chief, Victim Assistance Division

10-25-2018

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