

EEO Utilization Report

Organization Information

Name: CITY OF MIDWEST CITY

City: MIDWEST CITY

State: OK

Zip: 73110-4327

Type: County/Municipal Government

Wed 12-04-2024 12:49:28 EST

Section 1: EEO Policy Statement

Policy Statement:

It is the continuing policy of the City of Midwest City to afford equal employment opportunity to qualified individuals regardless of their race, national origin, color, religion, sex, age or disability and to conform to applicable laws and regulations. The city is committed to the concept and practice of equal employment opportunity as a necessary component of the city's merit system. This commitment is supported and will continue to be supported by positive and aggressive practical policies and procedures that will ensure non-discrimination and equal opportunity in securing employment with the City of Midwest City and in promotional opportunities in all job levels for persons of identified race or ethnicity, for women and for those disadvantaged/disabled.

Section 5: Narrative Interpretation of Data

Please see attached

Following File has been uploaded:2024 EEOP Narrative of Interpretation (1).docx

Section 6: Objectives and Steps

- 1. To provide equal opportunity for its citizens in all matters falling within the purview of the governing body.**
 - a. Develop and adopt plans and programs encompassing equal opportunity for all persons regardless of race, national origin, color, religion, sex, age or disability pertaining to employment, housing, project development, planning, public facilities and services.
- 2. To pursue representation within the work force relative to the workforce population residing in Midwest City as reflected in the utilization analysis of the community.**
 - a. Continue to advertise job opportunities through the city's web site.
 - b. Seek to establish continuing working relationships with organizations that have effective contact with minorities and women.
- 3. To encourage equal employment opportunity throughout all job classifications.**
 - a. Continuously review city policies and practices in relation to employment and access to promotion within the government of the City of Midwest City to prevent and eliminate the occurrence of any arbitrary discrimination.
- 4. To provide educational and training assistance, information and guidance for persons who seek advancement opportunities.**
 - a. Encourage women and minorities to take advantage of city training policies that provide reimbursement for college tuition as well as city-paid conferences and seminars.
 - b. Provide counseling to employees on opportunities for promotion and encourage minority and women employees to participate in promotion examinations and opportunities.
- 5. Review all job requirements and hiring procedures to ensure no unnecessary barriers exist that would deny females and minorities equal employment opportunity with the city.**
 - a. Analyze and review employment classification policies to ensure against artificial barriers that might discriminate against women and minority group applicants and employees.
 - b. Analyze testing procedures and all other aspects of the recruitment and selection process to ensure elimination of artificial barriers to the hiring of minority and women applicants and the elimination of barriers to promotion opportunities for minority and women employees.
- 6. Evaluate current promotional and recruitment practices to ensure minorities and women are receiving equal opportunity to secure employment.**
 - a. Consider the use of teams composed of minority persons and women to assist in the recruitment process and increase city representation at job fairs that target women and minorities.
 - b. Encourage the recruitment of women to apply for classifications that traditionally have been held by men.

Section 7: Dissemination Strategy: Internal

Include a statement in the city's adopted merit system of the city's commitment to equal employment opportunities.

Provide the EEO policy statement in the city's policies and procedures manual available to all employees within their respective departments.

Provide EEOP to all supervisory staff to ensure familiarity with the city's EEOP objectives.

Hold department administrators responsible for discussing the EEO policy with all employees.

Discuss EEO policy in management training programs.

Review all bargaining unit proposals to ensure the proposals are nondiscriminatory.

Section 7: Dissemination Strategy: External

Include EEO logo on all outgoing correspondence, job applications, and all recruiting literature and advertising.

Make EEOP available on city website.

Make EEO policy statement a part of contracts, leases, agreements, etc.

Utilization Analysis Chart

Relevant Labor Market: Midwest City city , Oklahoma

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 #/%	36/80%	1/2%	1/2%	0/0%	0/0%	1/2%	0/0%	5/11%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	970/50%	25/1%	90/5%	0/0%	10/1%	0/0%	40/2%	545/28%	40/2%	165/8%	4/0%	50/3%	0/0%	4/0%
Utilization #/%	30%	1%	-2%	0%	-1%	2%	-2%	-17%	0%	-8%	-0%	-3%	0%	-0%
Professionals														
Workforce #/%	40/69%	2/3%	1/2%	0/0%	2/3%	0/0%	1/2%	11/19%	0/0%	0/0%	0/0%	1/2%	0/0%	0/0%
CLS #/%	955/26%	20/1%	170/5%	80/2%	90/2%	0/0%	50/1%	1,480/41%	35/1%	300/8%	115/3%	155/4%	0/0%	180/5%
Utilization #/%	43%	3%	-3%	-2%	1%	0%	0%	-22%	-1%	-8%	-3%	-3%	0%	-5%
Technicians														
Workforce #/%	61/68%	2/2%	7/8%	1/1%	7/8%	1/1%	0/0%	11/12%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	500/39%	25/2%	80/6%	25/2%	20/2%	0/0%	15/1%	490/38%	30/2%	30/2%	35/3%	4/0%	0/0%	20/2%
Utilization #/%	29%	0%	1%	-1%	6%	1%	-1%	-26%	-2%	-2%	-3%	-0%	0%	-2%
Protective Services: Sworn														
Workforce #/%	50/76%	3/5%	4/6%	3/5%	1/2%	1/2%	0/0%	3/5%	0/0%	0/0%	0/0%	1/2%	0/0%	0/0%
CLS #/%	180/59%	10/3%	35/11%	10/3%	15/5%	0/0%	10/3%	20/7%	10/3%	0/0%	0/0%	0/0%	0/0%	15/5%
Utilization #/%	17%	1%	-5%	1%	-3%	2%	-3%	-2%	-3%	0%	0%	2%	0%	-5%
Protective Services: Non-sworn														
Workforce #/%	6/60%	1/10%	0/0%	0/0%	0/0%	0/0%	0/0%	3/30%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	35/90%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	4/10%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-30%	10%	0%	0%	0%	0%	0%	20%	0%	0%	0%	0%	0%	0%
Administrative Support														
Workforce #/%	6/10%	1/2%	5/8%	0/0%	0/0%	0/0%	0/0%	43/68%	2/3%	1/2%	4/6%	1/2%	0/0%	0/0%
CLS #/%	1,100/24%	90/2%	205/4%	95/2%	15/0%	0/0%	115/2%	2,240/48%	160/3%	360/8%	95/2%	65/1%	0/0%	120/3%
Utilization #/%	-14%	-0%	4%	-2%	-0%	0%	-2%	20%	-0%	-6%	4%	0%	0%	-3%
Skilled Craft														
Workforce #/%	66/72%	6/7%	10/11%	4/4%	0/0%	0/0%	2/2%	4/4%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,200/70%	190/11%	80/5%	85/5%	4/0%	0/0%	75/4%	25/1%	30/2%	10/1%	0/0%	15/1%	0/0%	0/0%
Utilization #/%	2%	-5%	6%	-1%	-0%	0%	-2%	3%	-2%	-1%	0%	-1%	0%	0%
Service/Maintenance														
Workforce #/%	57/68%	1/1%	10/12%	7/8%	0/0%	0/0%	0/0%	7/8%	1/1%	0/0%	0/0%	1/1%	0/0%	0/0%
CLS #/%	1,205/25%	225/5%	550/12%	90/2%	90/2%	0/0%	150/3%	1,270/27%	270/6%	440/9%	80/2%	200/4%	0/0%	195/4%
Utilization #/%	43%	-4%	0%	6%	-2%	0%	-3%	-18%	-4%	-9%	-2%	-3%	0%	-4%

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
Officials/Administrators								✓		✓				
Professionals								✓		✓				
Technicians								✓						
Protective Services: Sworn														✓
Protective Services: Non-sworn	✓													
Administrative Support	✓									✓				
Service/Maintenance								✓	✓	✓				✓

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: Ashley Stephenson

CDBG Planning Assistant

12-04-2024

[signature]

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