

Date: March 4, 2009

Item No. 5

File No. _____

SUNSHINE ORDINANCE TASK FORCE

Compliance and Amendments Committee

AGENDA PACKET CONTENTS LIST*

- Administrators Report
- 2008 Complaint Log
- 2009 Complaint Log
- Report from Nancy Gonchar of the Arts Commission (#08052)
- _____
- _____
- _____
- _____
- _____
- _____
- _____

Completed by: Chris Rustom

Date: March 4, 2009

***This list reflects the explanatory documents provided**

~ Late Agenda Items (documents received too late for distribution to the Task Force Members)

** The document this form replaces exceeds 25 pages and will therefore not be copied for the packet. The original document is in the file kept by the Administrator, and may be viewed in its entirety by the Task Force, or any member of the public upon request at City Hall, Room 244.

Complaints 2008

30-Jul	Eula Walters (08040)	Recreation and Park Commission	Complaint 9/9/08; Task Force 9/23/08 [No violation] Appealed 10/28/08 No action taken
8/1/2008	Kimo Crossman (08041)	DTIS, SFGTV	Task Force 8/26/08, Withdrawn 8/19/08
8/1/2008	Kimo Crossman (08042)	DTIS, SFGTV, City Administrator, Media Services, SOTF-A, COB	Complaint 9/9/08; Task Force 9/23/08, 10/28/08 (1st cont.), 11/25/08 (2nd cont.) Withdrawn 11/10/08
8/5/2008	Charles Pitts (08043)	SFPD	Task Force 8/26/08 (Withdrawn 8/11/08)
8/19/2008	Brian Browne (08044)	Building Inspection	Task Force 9/23/08, 10/28/08 Withdrawn 10/17/08
8/26/2008	Barry Taranto (08045)	MTA	Complaint Committee 10/14/08 Contd 11/12/08 Task Force 12/2/08 Violated 67.15. No further action
8/26/2008	Karl Beale (08046)	Rec & Park, Library	Complaint Committee 10/14/08 Task Force 10/28/08 No violation
8/26/2008	Peter Witt (08047)	Taxi Commission	Task Force 10/28/08, CAC 11/12/08, No action taken
8/26/2008	Anonymous Tenantis (08048)	Building Inspection	Task Force 10/28/08, Withdrawn 10/27/08
9/3/2008	John Caldera (08049)	Veteran Affairs Commission	Complaint Committee 10/14/08, No action taken
10/17/2008	Charles Pitts (08050)	MOCJ	Task Force 11/25/08, 12/2/08 No violation
11/3/2008	Paul V. Horcher (08051)	Planning Department	Complaint 12/09/08, Task Force 01/06/09, Violated 67.21 a & c, Referred to EOT
11/13/2008	Mr. Alvin Xex (08052)	Arts Commission	Complaint 12/09/08, Task Force 01/06/09, Referred to EOT
11/19/2008	Peter Witt (08053)	Taxi Commission	Complaint 01/13/09, Task Force 1/27/09, No further action
12/2/2008	Anonymous Tenantis (08054)	Building Inspection	Task Force 12/23/08, Rescheduled 01/06/09, Complaint 01/13/2009, Task Force 1/27/09, No further action
12/2/2008	Kimo Crossman (08055)	CAO, DTIS, SFGTV	Task Force 12/23/08, Rescheduled 01/06/09, violated 67.21 (1), Referred to CAC
12/4/2008	Anonymous (08056)	Police Dept	Task Force 01/06/09, Violated 67.29, Referred to EOT
12/16/2008	Vince Courtney (08057)	Labor Standards Enforcement	Task Force 01/27/09, continuance requested, Task Force 02/24/09, continuance requested, Task Force 03/24/09
12/16/2008	Peter Warfield (08058)	Capital Planning Committee	Task Force 01/27/09, Withdrawn 1/20/09

Complaints 2009

Date Received	Complainant	Department/Respondent	Status
1/5/2009	Ray Hartz (09001)	CAO, Matt Dorsey	Complaint 2/10/09, Task Force 02/24/09, Contd, 03/24/09
1/6/2009	Michael Petrelis (09002)	Public Health STD Unit	Task Force 1/27/09, No violation
1/19/2009	Rita O'Flynn (09003)	Dept of Technology	Task Force 02/24/09, continued, Complaint Committee 3/10/09, Task Force 3/24/09
1/23/2009	Ray Hartz (09004)	City Attorney, Matt Dorsey	Task Force 2/24/09, No violation motion failed. No further action
1/23/2009	Steve Lawrence (09005)	Public Utilities Commission	Task Force 2/24/09 withdrawn 2/9/09
1/26/2009	Joshua Arce & Eric Brooks (09006)	Public Utilities Commission	Task Force 2/24/09, quorum loss, Task Force 3/24/09
1/30/2009	David Larkin (09007)	Public Works	Complaint 03/10/09
2/4/2009	Ray Hartz (09008)	Police Commission	Task Force 2/24/09, violated 67.29 & 67.21(e). Referred to EOT
2/9/2009	Charles Pitts (09009)	Health Dept	Complaint 03/10/09
2/20/2009	Ray Hartz (09010)	Arts Commission	Task Force 3/24/09
2/23/2009	Ray Hartz (09011)	CAO, Matt Dorsey	
2/23/2009	Ray Hartz (09012)	Office of Citizen Complaints	Complaint 4/14/09
2/27/2009	Steve Lawrence (09013)	Public Utilities Commission	Task Force 3/24/09



Nancy
Gonchar/ARTSCOM/SFGOV
02/20/2009 11:11 AM

To BUD384@aol.com
cc SOTF/SOTF/SFGOV@SFGOV, Luis
Cancel/ARTSCOM/SFGOV@SFGOV, Adine
Varah/CTYATT@CTYATT
bcc
Subject 2006 Workforce Report

Dear Mr. Xex,

Please see attached letter addresses your inquiring regarding the gender and ethnicity of Arts Commission employees.

Thank you.



2006WorkforceReport2CSC.pdf



Mr. XEX Workforce rpt.pdf

Nancy Gonchar
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San Francisco Arts Commission
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fax: 415-252-2595
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website: www.sfartscommission.org



SAN FRANCISCO ARTS COMMISSION

GAVIN NEWSOM
MAYOR

February 20, 2009

LUIS R. CANCEL
DIRECTOR OF
CULTURAL AFFAIRS

Mr. Alvin Xex
1325 Divisadero Street #103
San Francisco, CA 94511

Email: BUD384

PROGRAMS

Dear Mr. Xex:

CIVIC ART COLLECTION
CIVIC DESIGN REVIEW
COMMUNITY ARTS
& EDUCATION
CULTURAL EQUITY GRANTS
PERFORMING ARTS
PUBLIC ART
STREET ARTISTS LICENSES

At the Sunshine Task Force Committee meeting on February 10, 2009 I mentioned that I would inquire with the Department of Human Resources whether or not they compiled information regarding successful applicants to the City and County of San Francisco. They prepared a report titled "2006 Workforce Report" that I have attached to this email. The Arts Commission does not compile separate reports regarding successful applicants to the Agency.

ARTS COMMISSION GALLERY
401 VAN NESS AVENUE
415.554.6080

Sincerely,

WWW.SFARTSCOMMISSION.ORG

ARTSCOMMISSION@SF.GOV

Nancy Gonchar
Deputy Director

cc. Luis R. Cancel, Director of Cultural Affairs
Adine Varah, Deputy City Attorney
Chris Runston, Sunshine Ordinance Task Force



CITY AND COUNTY OF
SAN FRANCISCO



CITY & COUNTY OF SAN FRANCISCO
DEPARTMENT OF HUMAN RESOURCES

2006 EQUAL EMPLOYMENT OPPORTUNITY
WORKFORCE UTILIZATION ANALYSIS

PHILIP A. GINSBURG, HUMAN RESOURCES DIRECTOR

SEPTEMBER 2006

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2006 EQUAL EMPLOYMENT OPPORTUNITY WORKFORCE UTILIZATION ANALYSIS

PURPOSE

The 2006 Equal Employment Opportunity Workforce Utilization Analysis reports on employments in the City & County of San Francisco as required by Civil Service Commission Rule 103, Equal Employment Opportunity.

This EEO utilization analysis is being presented in conjunction with another Department of Human Resources report: *Fiscal Year 2005/2006 Annual Report and Workforce Report* which provides additional demographic data on the City & County of San Francisco workforce.

AUTHORITY

Civil Service Commission Rule 103, Equal Employment Opportunity, Section 103.2, Equal Employment Opportunity Analysis, provides that “the Department of Human Resources staff shall annually prepare an analysis of the work force to determine whether percentages of sex, race, or ethnic groups in occupational categories are substantially similar to the percentages of those groups available in the workforce in the relevant job market who possess the basic job-related qualifications.”

BACKGROUND

DESCRIPTION AND SOURCES OF DATA

The data presented on the City’s workforce reflects employments recorded in the PeopleSoft Human Resources Information System on May 17, 2006. The City reported 27,622 employments including employees for all City departments, but excluding elected and appointed officials, as-needed employees, and employments in the School and College Districts and the Courts.

The utilization analysis is a comparison of City employments to labor market availability by occupational categories and by job classes. An occupational category is a broad grouping of job classes which require similar levels of skills or training. The City’s job classes are each mapped to an occupational category.

Labor market availability data presented in this report is compiled from the Special EEO Tabulation of the 2000 U.S. Census. The Special EEO Tabulation was compiled by the Census from sample groups of the population.

For this report, labor market availability data was compiled from Census statistics for the eleven counties from which 99% of the City's employees resided in 2005, and apportioned based on percentages of employees residing in each county. For example, 45% of the City's employees resided in San Francisco in 2005, so San Francisco census data accounted for 45% of the City's relevant labor market data. See appendix. (See also DHR's *Fiscal Year 2005/2006 Annual Report and Workforce Report* for 2006 data on employees by county of residence.)

POPULATION AND LABOR MARKET CHANGES SINCE 2000

In this report, the City's workforce data of May 17, 2006 is compared to 2000 labor market availability data provided by the U.S. Census to assess if racial, ethnic and gender groups are utilized at rates similar to their availability in the relevant job market. U.S. Census data on labor market availability by race/ethnicity and gender was collected in 2000, and released in December 2003. The U.S. Census has not provided any updates to its 2000 labor market reports; although review of population estimates suggests that there have been changes in labor market availability in California and in San Francisco area counties.

On August 15, 2006, the U.S. Census released 2005 population data with demographic and other characteristics. The report confirmed that White and Black populations are declining, while Hispanic and Asian populations are increasing in the San Francisco area. On August 29, 2006, the Census Bureau released additional 2005 demographic data estimates covering income and poverty, but did not include labor market statistics.

In California, the Department of Finance periodically reports on population estimates by race/ethnicity. In March of 2006, it reported on population changes in the State from July 2000 to July 2004. The Department reported that from 2000 to 2004, statewide, percentages of Whites and Blacks declined, while percentages of Hispanics, Asians, Pacific Islanders, American Indians, and multi-race populations increased. In San Francisco, percentages of Blacks and Hispanics declined, while all other groups increased in representation.

97% of the City's employees reside in nine San Francisco Bay Area counties. 99% reside in eleven counties. In these eleven counties, the CA Department of Finance reported that Whites showed population percentage declines in nine counties; Blacks in seven counties. Hispanic population increased in percentage in ten counties; Asians increased in nine counties. The remaining racial groups—Pacific Islander, American Indian, Multi-race—represented smaller percentages of the population.

UTILIZATION ANALYSIS METHODOLOGY

Utilization rates, presented in percentages, are approximate indicators of whether a particular racial/ethnic or gender group is represented at a level similar to the group's presence in the labor market. The Census 2000 Special EEO Tabulation serves as the primary external benchmark for comparing the race, ethnicity, and sex composition of an organization's internal workforce, and the analogous external labor market, within a specified geography and job category.

In this report, utilization is computed as follows: the percentage total of a racial/ethnic and/or gender group in the City's workforce is divided by the percentage total of the same or similar group in the available labor market. A utilization rate of 100% indicates that the group is represented in the City at the same percentage as is reported by the Census to be available in the labor market. A utilization rate higher than 100% indicates a higher percentage representation of the group than is in the labor market. A rate that is lower than 100% indicates that there is a smaller percentage of the group in the City's workforce than is available in the labor market.

Notes:

- The 2000 Census data estimates in the Special EEO Tabulation were collected from sample groups of the population and may differ from actual values.
- The data in the Special EEO Tabulation in some cases did not add up to total 100% due to rounding.
- Data on Filipinos in the labor force were included as part of data for the Asian group.
- See Census website for discussions on rounding, estimates, samples, margins of error.
- Census data does not include labor force changes over the past six years. As an example, the Census reported there are no Asian or Filipino women firefighters in the eleven counties that comprise the City's available labor market. The City however reported 24 Asian and seven Filipino female firefighters.
- In this report, labor market availability data totals 99% instead of 100%.
- Utilization rates for the American Indian/Alaskan Native group were not displayed because Census data for the group are less reliable due to the small numbers and rounding.
- Utilization rates for multi-racial groups were also not included because the City does not currently collect such data on its employees.

Due to these variables and limitations in completeness of Census data, this report generally considers that a group is substantially similar to labor market availability when the utilization rate is 90% or above, and underutilized when the rate is below 90%.

SUMMARY OF FINDINGS

- The City & County of San Francisco employs a diverse workforce in its total employment. Racial/ethnic groups that were historically underrepresented—Blacks, Hispanics, and Asians/Filipinos—are all represented in the City's total workforce at percentages substantially similar to their percentages in the available labor market.
- Whites continue to be largest racial group of City employees. However, their utilization percentages continue to decline.
- The representation of Women has continued to steadily increase, from 35% in 1980 to 42% in 2006, but has not yet reached their labor market availability rate of 45.6%.
- Compared to other racial/ethnic and gender groups, White females are underutilized in the largest number of occupational categories. White females are utilized at less than 50% of their availability citywide, and in these categories: Technicians, Non-Sworn Protective Service Workers, Administrative Service Workers, Skilled Craft Workers, and Service Maintenance Workers.
- White males are utilized at highest rates in the Skilled Craft Worker (109%) and Sworn Protective Service Worker (93%) occupational categories. Their rates are under 50% of their availability in the following categories: Non-Sworn Protective Service Workers, and Administrative Service Workers.
- Blacks, Hispanics and Asians/Filipinos are utilized in the Officials & Administrators, Professionals and Technician categories at their respective labor market availability percentages or above.
- Black females and Asian/Filipino males are represented at or above availability in every occupational category. Black males are underrepresented only in the Sworn Protective Service Workers category. Asian/Filipino females are also underrepresented in Sworn Protective Service Workers, as well as in the Skilled Craft and Service Maintenance Workers categories.
- Hispanic females are fully utilized in all categories except the Skilled Craft Workers and Service Maintenance Workers categories. Hispanic males are also underutilized in these groups, as well as in Administrative Service Workers and Non-Sworn Protective Service Workers categories.

DEPARTMENT OF HUMAN RESOURCES ASSESSMENT OF ISSUES

In 2005, the Human Resources Director coordinated a series of hearings and other discussions with various stakeholders to assess the City's civil service structure, and to identify hiring and retention issues. These stakeholders included department heads, executive officials, employee groups, private sector representatives and others. In May 2005, the Director issued a report, *Civil Service Reform, Preserving the Promise of Government*, summarizing the issues that were identified and presented recommendations to address them.

Some of the issues raised by City managers included: the City's restrictive salary structure and job specifications, lack of authority to make on-the-spot offers of employment or provide bonuses or incentives to reward excellent work, and lengthy testing processes. Employees raised concerns about the lack of management training, lack of flexible staffing and career ladder programs, infrequent civil service examinations, and no guarantees of promotion.

The report described that a continuing issue in recruitment for City employment is the City's lengthy hiring process to fill job vacancies. In the report, DHR cited that it could take twelve months or more to fill a vacancy. City managers express that the permanent hiring process is too slow and consequently does not allow them to compete effectively for the best qualified candidates.

In the past, the City conducted limited outreach and recruitment for its management level job openings. City departments cite that expensive costs--to hire executive search firms, to advertise for high level management positions and to pay travel expenses of applicants--limit their ability to conduct broad recruitment programs. This year, the Department of Human Resources hired a Recruitment Coordinator, who will initiate a campaign to attract applicants for all levels of City employment. The Coordinator will also work with departments to improve recruitment strategies that will enhance effectiveness and reduce costs for executive searches.

The Human Resources Director is continuing to implement measures to simplify the selection processes for many City jobs to greatly reduce examination timeframes. Such enhancements include the establishment of position-based testing, on-line applications, and elimination of examinations for licensed or certificated professions. Implementation of position based testing will reduce hiring times for many positions to under 90 days. Also, an integrated web-based application and referral system is planned to be operational by January 2007.

Managers expressed concern that hiring approval was cumbersome and time consuming for departments. In response, DHR modified requisition approval processes to reduce the number of approvals needed and approve requisitions faster.

To address concerns that the current classification plan does not meet operational needs, DHR is conducting a comprehensive review of the City's classification system.

Stakeholders also agreed on the need for employee training, both to improve current performance and to promote career development. In the past year, DHR designed and implemented a program for new managers and supervisors, expanded training courses, and coordinated training opportunities through City University.

The issues described in the report are neither race/ethnicity nor gender specific, but are concerns that are experienced by all groups interested in employment opportunities in the City & County of San Francisco. Similarly, the high cost of housing in the San Francisco area is also frequently cited as a reason that the City cannot attract highly qualified applicants from other parts of the nation, but this factor is also not specific to any race/ethnic or gender group.

In DHR's *Fiscal Year 2005/2006 Annual Report and Workforce Report*, additional insight is provided on the demographics of City's employee population including turnover trends and job applicants. For example, City turnover rates from 2002 to 2006 averaged as follows: Whites 8.6%; Blacks 7.9%, Hispanics 5.4%, Asians 4.4%, Filipinos 6.0%, and American Indians 7.4%.

Of 24,460 job applications filed in fiscal year 2005, 50% were from males, 39% from females, and 11% undeclared. By race/ethnicity, 18% of applications were from Whites, 20% from Blacks, 10% from Hispanics, 26% from Asians, 10% from Filipinos, less than 1% from American Indians, and 15% undeclared. Blacks, Asians and Filipinos filed applications at higher percentages than their labor market availability, but Whites and Hispanics represented fewer applicants than are available in the labor market.

PART I: TOTAL CITY WORKFORCE

TOTAL CITY WORKFORCE BY RACE/ETHNICITY

The City reported 27,622 employments recorded in the PeopleSoft Human Resources Information System on May 17, 2006.

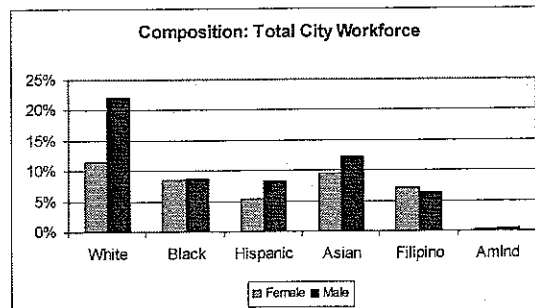
DHR records show that Blacks comprise 17% of the City's total workforce. Census data for the eleven counties report that Blacks are 6% of the available labor market in these counties. Hence the utilization rate of Blacks equals 285% or nearly three times of the availability of Blacks in the labor market. Hispanics are utilized at 93% of labor market availability. Asians (including Filipinos) are utilized at 150% of availability and American Indians are utilized at 158%. Although Whites continue to comprise the largest group of employees by number, they are utilized at 62% of labor market availability.

At this broad level, only general comparisons can be made between the City workforce and the Census data on labor market availability because factors such as job qualifications, education and experience are not taken into account in the comparisons.

TOTAL CITY WORKFORCE BY GENDER

By gender, the City reported 16,000 men in its workforce comprising 57.9% of total employments, and 11,622 women representing 42.1% of total employments. Compared to the general labor market, Women are utilized at 92% of availability, men at 108%.

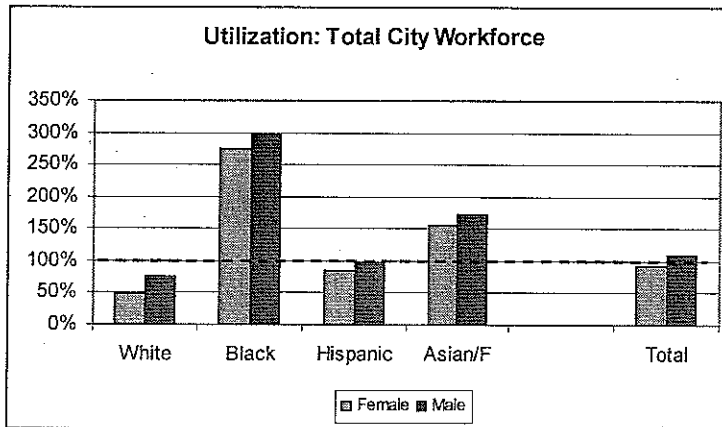
TOTAL CITY WORKFORCE BY RACE/ETHNICITY AND GENDER							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	3177	2346	1490	2603	1963	43	11622
	11.5%	8.5%	5.4%	9.4%	7.1%	0.2%	42.1%
Male	6109	2383	2266	3396	1758	88	16000
	22.1%	8.6%	8.2%	12.3%	6.4%	0.3%	57.9%
Total	9286	4729	3756	5999	3721	131	27622
	33.6%	17.1%	13.6%	21.7%	13.5%	0.5%	100.0%



According to the Special EEO Tabulation by the U.S. Census, the labor market availability in the eleven counties in 2000 appeared as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	24.0%	3.1%	6.3%	10.6%		0.1%	45.6%
Male	29.4%	2.9%	8.4%	10.8%		0.2%	53.5%
Total	54.4%	6.0%	14.7%	23.4%		0.3%	100.0%

The utilization rates (City's composition compared to labor market availability) are summarized in the chart below.



Both Males and Females are utilized at approximately 100% of their respective availability percentages in the labor market. Blacks and Asians are represented above, and Hispanics a little below their availability percentages. Whites are represented below availability.

PART II: WORKFORCE BY OCCUPATIONAL CATEGORIES

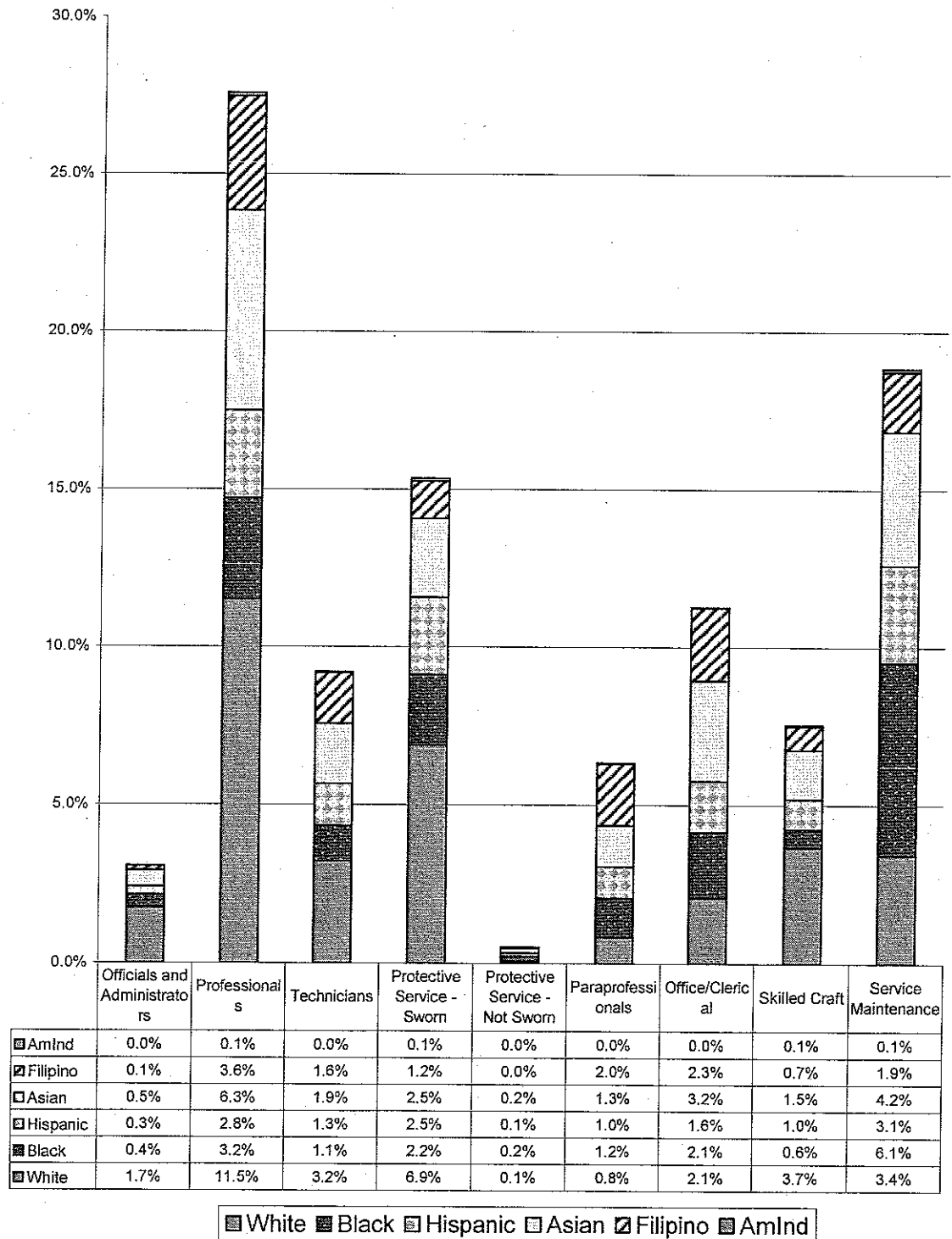
Of the City's 27,622 total employments, the largest numbers were employed in the Professional category with 7,619 employees and the Service Maintenance category with 5,204 employees. Sworn Protective Service Workers with 4,239 employees and Administrative Support Workers with 3,113 employees are the next two largest groups.

WORKFORCE BY OCCUPATIONAL CATEGORIES							
	White	Black	Hispanic	Asian	Filipino	Am Ind	Total
Officials & Administrators	483	112	70	142	38	2	847
Professionals	3178	886	770	1749	1004	32	7619
Technicians	892	305	368	525	444	9	2543
Protective Service, Sworn	1903	617	678	690	325	26	4239
Protective Service, non S	21	46	26	43	4	2	142
Paraprofessionals	232	339	271	359	540	9	1750
Administrative Support	572	574	446	878	638	5	3113
Skilled Craft	1016	155	265	427	204	17	2084
Service Maintenance	949	1679	853	1173	521	29	5204
No EEO-4 Reporting	40	16	9	13	3	0	81
Total	9286	4729	3756	5999	3721	131	27622
	33.6%	17.1%	13.6%	21.7%	13.5%	0.5%	

Whites were employed in largest numbers as Professionals, Sworn Protective Service Workers, and Skilled Craft Workers. Both Blacks and Hispanics were employed most as Service Maintenance Workers, Professionals, and Sworn Protective Service Workers. The greatest numbers of Asians were in the Professional, Service Maintenance and Administrative Support categories. Filipinos showed the largest numbers as Professionals, Administrative Support and Paraprofessionals.

DISTRIBUTION BY OCCUPATIONAL CATEGORY, RACE/ETHNICITY							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Officials and Administrators	1.7%	0.4%	0.3%	0.5%	0.1%	0.0%	3.1%
Professionals	11.5%	3.2%	2.8%	6.3%	3.6%	0.1%	27.6%
Technicians	3.2%	1.1%	1.3%	1.9%	1.6%	0.0%	9.2%
Protective Service - Sworn	6.9%	2.2%	2.5%	2.5%	1.2%	0.1%	15.3%
Protective Service - Not Sworn	0.1%	0.2%	0.1%	0.2%	0.0%	0.0%	0.5%
Paraprofessionals	0.8%	1.2%	1.0%	1.3%	2.0%	0.0%	6.3%
Office/Clerical	2.1%	2.1%	1.6%	3.2%	2.3%	0.0%	11.3%
Skilled Craft	3.7%	0.6%	1.0%	1.5%	0.7%	0.1%	7.5%
Service Maintenance	3.4%	6.1%	3.1%	4.2%	1.9%	0.1%	18.8%
No EEO-4 Reporting	0.1%	0.1%	0.0%	0.0%	0.0%	0.0%	0.3%
Grand Total	33.6%	17.1%	13.6%	21.7%	13.5%	0.5%	100.0%

DISTRIBUTION BY OCCUPATIONAL CATEGORIES, RACE AND ETHNICITY



A. OCCUPATIONAL CATEGORY: OFFICIALS AND ADMINISTRATORS

The EEOC describes Officials and Administrators as occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, or direct individual departments or special phases of the agencies operations, or provide specialized consultation on a regional, district, or area basis.

The City reported 847 employments in the Officials and Administrators category. City jobs in this category include: department heads, bureau chiefs, division chiefs, directors, deputy directors, controllers, police and fire chiefs, assessors as well as managers in the City's MCCP (Management & Compensation Classification Plan), departmental personnel officers, information services managers, health administrators, fiscal managers, maintenance superintendents, etc.

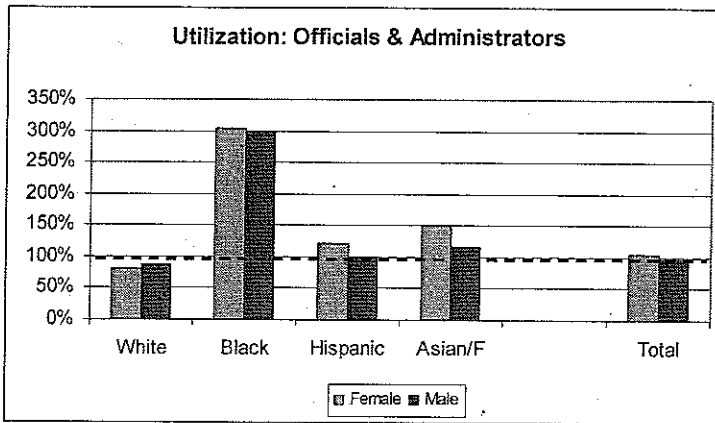
CCSF WORKFORCE COMPOSITION: OFFICIALS & ADMINISTRATORS							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	189	59	35	69	21	1	374
	22.3%	7.0%	4.1%	8.1%	2.5%	0.1%	44.2%
Male	294	53	35	73	17	1	473
	34.7%	6.3%	4.1%	8.6%	2.0%	0.1%	55.8%
Total	483	112	70	142	38	2	847
	57.0%	13.2%	8.3%	16.8%	4.5%	0.2%	100.0%

The Special EEO Tabulation of the 2000 Census reported the availability of officials and managers as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	27.7%	2.3%	3.4%	7.1%		0.1%	41.8%
Male	40.2%	2.1%	4.1%	9.1%		0.1%	57.3%
Total	67.9%	4.4%	7.5%	16.2%		0.2%	99.1%

In this occupational category, Hispanics and Asians are utilized at rates similar to the labor market while Blacks are utilized three times of their labor market availability. Although Whites hold 57% of jobs in this category, they are utilized at less than labor market availability. Both men and women are represented at approximately the same utilization percentages as in the available labor market.

The City has not identified that there are specific employment barriers which explain the lower utilization rates of White men and women in this occupational category. The rates appear to reflect the continuing percentage decline of Whites in the State and Bay Area populations. In addition, other issues described in the document *Civil Service Reform* such as limited recruitment, lengthy hiring process, and restrictive compensation structure possibly also contribute to the lower utilization of some groups.



B. OCCUPATIONAL CATEGORY: PROFESSIONALS

The EEOC describes Professionals as occupations which require specialized and theoretical knowledge which is usually acquired through college training or through work experience and other training which provides comparable knowledge.

In 2006, the City reported 7619 employments in the Professional category, the largest of all occupational categories. The Professionals category includes personnel and labor relations workers, social workers, registered nurses, lawyers, systems analysts, accountants, engineers, police and fire captains and lieutenants, librarians, management analysts, probation officers, counselors, architects, training officers, pharmacists, biologists, purchasers, planners, etc.

CCSF WORKFORCE COMPOSITION: PROFESSIONALS							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	1,669	508	418	926	676	13	4,210
	21.9%	6.7%	5.5%	12.2%	8.9%	0.2%	55.3%
Male	1,509	378	352	823	328	19	3,409
	19.8%	5.0%	4.6%	10.8%	4.3%	0.2%	44.7%
Total	3,178	886	770	1,749	1,004	32	7,619
	41.7%	11.6%	10.1%	23.0%	13.2%	0.4%	100.0%

The Special EEO Tabulation of the 2000 Census reported the availability of professional workers as follows:

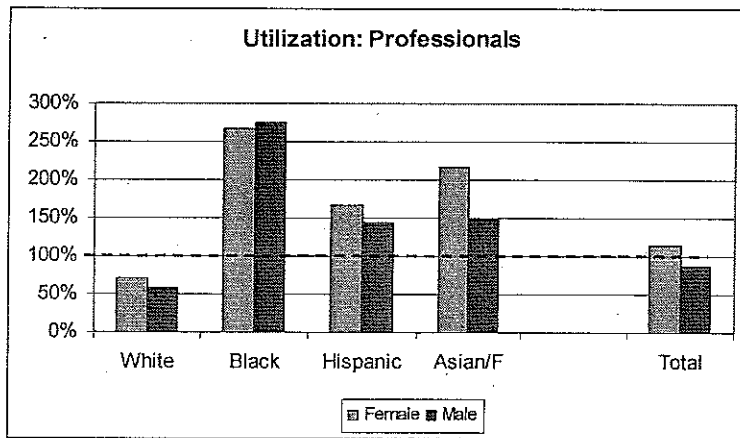
Labor Market Availability	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	30.9%	2.5%	3.3%	9.7%		0.1%	47.8%
Male	34.4%	1.8%	3.2%	10.2%		0.1%	51.3%
Total	65.30%	4.3%	6.5%	19.9%		0.2%	99.1%

Blacks, Hispanics, Asians and Filipinos are fully utilized in the Professionals category compared to labor market availability statistics. Blacks are represented at approximately 2.7 times of availability. As in the Officials & Administrators category, White Males and White Females are underutilized compared to their labor market availability rates.

Three of the largest classifications in the Professionals occupational category are Registered Nurses with 1108 employees, Attorneys with 356 employees, and Engineers with 270 employees. See Part III of this report for utilization reviews of these classes. They provide more relevant analyses, as the City's professionals in these classes are compared to persons with similar qualifications in the labor market; e.g. nurses to nurses, engineers to engineers.

Possible explanations for the underutilization of Whites are the same ones discussed for the Officials & Administrators category, including population decline from the geographic

area, limited recruitment, and lengthy civil service hiring processes. Other possible explanations are discussed below.



The City does not currently offer many internship programs for college students. While private and other employers are able to attract senior level students by providing entry level opportunities through internship and training programs, the City currently has only a few formal programs such as student engineering trainee and accountant intern. Additional internship programs are being considered.

DHR and City departments frequently attend job fairs and other recruitment events sponsored by community or professional organizations, schools and colleges. City recruiters provide information on the application process, examinations that are open for filing, and future openings. However, they are unable to make hiring offers and cannot compete with other employers to take advantage of opportunities when well qualified candidates are identified. DHR recommends implementation of a pilot on-the-spot hiring program for licensed classes or classes where degrees are required.

To address issues of retention, turnover, future attrition, and transfer of knowledge from older to younger workers in the City's workforce, the City is also preparing a succession planning report. In addition, the City has also studied possible incentives to employees to remain with the City longer by offering improved retirement benefit at a later age.

C. OCCUPATIONAL CATEGORY: TECHNICIANS

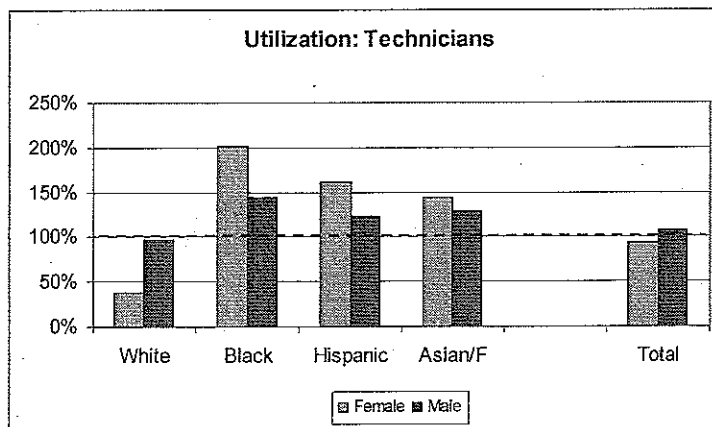
The EEOC describes Technicians as occupations which require a combination of basic scientific or technical knowledge and manual skill which can be obtained through specialized post-secondary school education or through equivalent on-the-job training.

In 2006, the City reported 2543 employments in the Technician category, which includes licensed practical nurses, drafters, medical technicians, police and fire sergeants, claims investigators, building inspectors, eligibility workers, and engineering assistants.

CCSF WORKFORCE COMPOSITION: TECHNICIANS							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	242	195	193	269	269	6	1174
	9.5%	7.7%	7.6%	10.6%	10.6%	0.2%	46.2%
Male	650	110	175	256	175	3	1369
	25.6%	4.3%	6.9%	10.1%	6.9%	0.1%	53.8%
Total	892	305	368	525	444	9	2543
	35.1%	12.0%	14.5%	20.6%	17.5%	0.4%	100.0%

The Special EEO Tabulation of the 2000 Census reported the availability of technical workers as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	24.4%	3.8%	4.7%	14.6%		0.1%	49.0%
Male	26.4%	3.0%	5.6%	13.2%		0.3%	50.2%
Total	50.8%	6.8%	10.3%	27.8%		0.4%	99.2%



In this occupational category, Blacks, Hispanics, Asians and Filipinos are fully utilized. Only White Females are underutilized. The City has not identified any reasons or barriers to explain why White females are underrepresented. However, this category includes a variety of jobs titles with diverse educational and experience requirements. Further analysis is provided in Part III for Eligibility Workers and Licensed Vocational Nurses, the largest classes in this category.

D1. OCCUPATIONAL CATEGORY: PROTECTIVE SERVICE, SWORN

The EEOC describes Protective Service Workers as: Occupations in which workers are entrusted with public safety, security and protection from destructive forces. Sworn Protective Service Workers includes: police patrol officers, firefighters, guards, deputy sheriffs, bailiffs, correctional officers, detectives, park rangers as well as parking control officers, museum guards, airfield safety officers, etc.

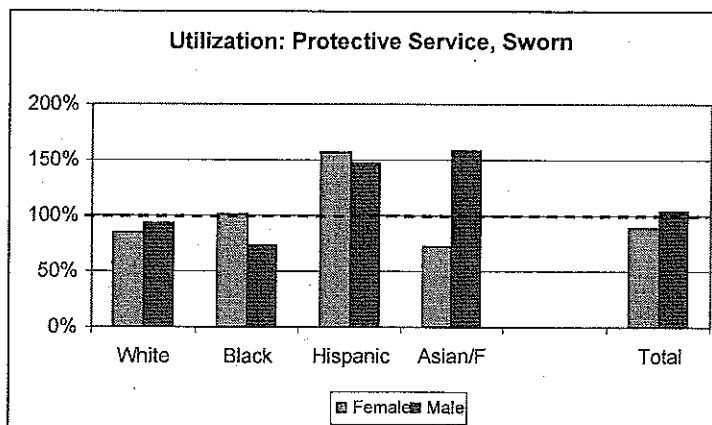
In 2006, 4239 employments were reported in the Sworn Protective Service Workers category. The largest classes are Police Officers, Fire Fighters and Deputy Sheriffs.

	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	339	227	133	79	38	7	823
	8.0%	5.4%	3.1%	1.9%	0.9%	0.2%	19.4%
Male	1564	390	545	611	287	19	3416
	36.9%	9.2%	12.9%	14.4%	6.8%	0.4%	80.6%
Total	1903	617	678	690	325	26	4239
	44.9%	14.6%	16.0%	16.3%	7.7%	0.6%	100.0%

The 2000 Census reported the availability of sworn protective service workers as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	9.4%	5.3%	2.0%	3.8%		0.2%	21.7%
Male	39.5%	12.5%	8.7%	13.4%		0.2%	77.4%
Total	48.9%	17.8%	10.7%	17.2%		0.4%	99.1%

In this category, Hispanics are fully utilized, as are White males, Black females, and Asian and Filipino males. The following groups are utilized at lower rates than labor market availability data: White females, Black males, Asian and Filipino females.



The City conducts widespread recruitment and outreach campaigns for Police Officer, Firefighter, and Deputy Sheriff. Police Officer and Deputy Sheriff examinations are open on a continuous basis; applications could be filed at any time. Nonetheless, the City continues to compete with neighboring communities for Police Officer applicants. The City's high cost of housing is frequently cited as contributing to recruitment and retention issues.

In the past year, the Department of Human Resources assumed the function to administer police examinations and has implemented process enhancements, such as on-line applications, to reduce the time required to test and hire police officer applicants. Other efforts such as high profile recruitment campaigns are also being initiated.

On August 7, 2006, DHR submitted to the Civil Service Commission its annual report on hiring in the uniformed ranks of the Police and Fire Departments. The report described the efforts of the newly formed Public Safety Examination Unit in DHR to expedite testing in protective service job classes. Such efforts include an aggressive recruitment campaign, an accelerated schedule for testing, and enhanced applicant tracking of examination results and notifications. Promotional testing for both Police Department and Fire Department is described to be complex, time consuming, expensive and litigious. In part, this culture resulted from many year of court supervised testing under consent decrees. DHR is working with both departments to make promotional testing more efficient and routine.

D2. OCCUPATIONAL CATEGORY: PROTECTIVE SERVICE, NON-SWORN

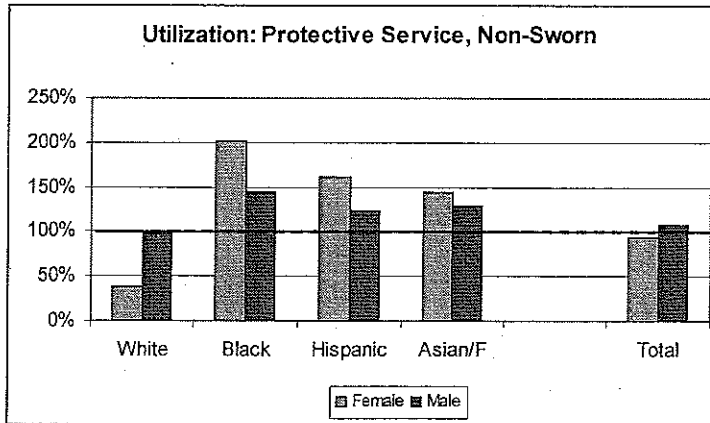
Non-Sworn Protective Service Workers includes: fare collections investigators, animal control officers, etc. This category has the smallest number of employments, 142.

CCSF WORKFORCE COMPOSITION: PROTECTIVE SERVICE WORKERS, NON-SWORN							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	12	31	19	32	2	1	97
	8.5%	21.8%	13.4%	22.5%	1.4%	0.7%	68.3%
Male	9	15	7	11	2	1	45
	6.3%	10.6%	4.9%	7.7%	1.4%	0.7%	31.7%
Total	21	46	26	43	4	2	142
	14.8%	32.4%	18.3%	30.3%	2.8%	1.4%	100.0%

Black males and females, Hispanic females, and Asian and Filipino males and females are fully utilized. Whites are underrepresented, as are Hispanic males.

The availability of workers in this category is summarized as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	33.1%	6.0%	3.5%	3.2%		0.1%	49.3%
Male	27.3%	7.7%	7.1%	5.6%		0.0%	48.9%
Total	60.4%	13.7%	10.6%	8.8%		0.1%	98.2%



E. OCCUPATIONAL CATEGORY: PARAPROFESSIONALS

The EEOC describes Paraprofessionals as occupations in which workers perform some of the duties of a professional or technician in a supportive role, which usually require less formal training and/or experience normally required for professional or technical status. Included are research assistants, child support workers, recreation assistants, home health aides, library assistants and clerks, and kindred workers. Other City jobs in this category include health and laboratory assistants, health workers, instructional assistants, and public service aides.

The Census Bureau did not include a Paraprofessionals category in its Census 2000 Special EEO Tabulation Files. Jobs that were previously included in this category are now mapped to other categories. For example, Health aides are now mapped to the Service Maintenance category; Library Technicians are now mapped to the Administrative Support category. In 2006, the City reported 1750 Paraprofessional employments. See Appendix for workforce composition details.

CCSF WORKFORCE COMPOSITION: PARAPROFESSIONALS							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	136	225	175	233	408	5	1,182
	7.8%	12.9%	10.0%	13.3%	23.3%	0.3%	67.5%
Male	96	114	96	126	132	4	568
	5.5%	6.5%	5.5%	7.2%	7.5%	0.2%	32.5%
Total	232	339	271	359	540	9	1,750
	13.3%	19.4%	15.5%	20.5%	30.9%	0.5%	100.0%

F. OCCUPATIONAL CATEGORY: ADMINISTRATIVE SUPPORT WORKERS

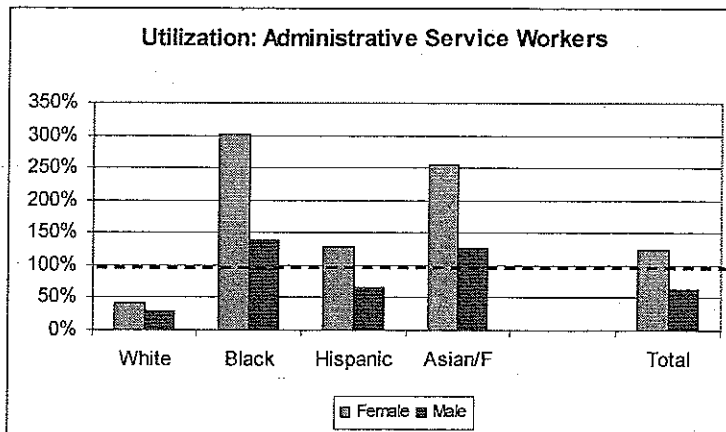
The EEOC describes Administrative Support as occupations in which workers are responsible for internal and external communication, recording and retrieval of data and/or information and other paperwork required in an office.

In the City, this occupational category includes typists, secretaries, personnel clerks, medical transcriber typists, meter readers, telephone operators, storekeepers, cashiers, dispatchers, billing clerks, medical records clerks, etc. 3113 employments in this category were reported for 2006. The largest classes in this occupational category include Clerk Typist, Senior Clerk Typist, Secretary I, and Clerk.

CCSF WORKFORCE COMPOSITION: ADMINISTRATIVE SUPPORT WORKERS							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	388	471	349	685	475	3	2371
	12.5%	15.1%	11.2%	22.0%	15.3%	0.1%	76.2%
Male	184	103	97	193	163	2	742
	5.9%	3.3%	3.1%	6.2%	5.2%	0.1%	23.8%
Total	572	574	446	878	638	5	3113
	18.4%	18.4%	14.3%	28.2%	20.5%	0.2%	100.0%

The Special EEO Tabulation of the 2000 Census reported the availability of administrative service workers as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	30.3%	5.0%	8.7%	14.6%		0.3%	61.2%
Male	20.2%	2.4%	4.8%	9.0%		0.2%	38.0%
Total	50.5%	7.4%	13.5%	23.6%		0.5%	99.2%



In the Administrative Support Workers category, Black males and females, Hispanic females, Asian/Filipino males and females are fully utilized. Black females are represented at three times of availability; Asian/Filipino females are represented at 2.5 times of availability. White Males and Females, Hispanic Males are underutilized.

Many jobs in this category are entry level clerical positions; there does not appear that there are non-job-related barriers to employment. However, the City's hiring process is viewed be lengthy, which could be deterrent to job applicants who seek employment opportunities with various employers. When the City receives many applications for its clerical examinations, substantial time is required to review applications and administer testing. During this time, additional applications are not accepted. DHR is reviewing its clerical testing program to reduce the time from application file date to hire date.

See Part III of this report for utilization analysis of Clerk Typist and Senior Clerk Typist.

G. OCCUPATIONAL CATEGORY: SKILLED CRAFT WORKERS

The EEOC describes Skilled Craft Workers as occupations in which workers perform jobs which require special manual skill and a thorough and comprehensive knowledge of the processes involved in the work which is acquired through on-the-job training and experience or through apprenticeship or other formal training programs.

The City reported 2297 employments in this category which includes mechanics and repairers, electricians, heavy equipment operators, stationary engineers, carpenters, water and sewage treatment plant operators. The largest classes in this category are Stationary Engineer and Electrical Transit Mechanics.

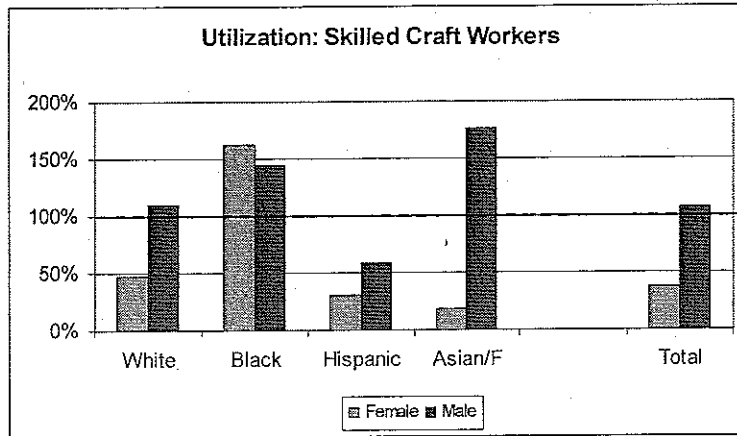
CCSF WORKFORCE COMPOSITION: SKILLED CRAFT WORKERS							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	32	17	11	12	2	0	74
	1.5%	0.8%	0.5%	0.6%	0.1%	0.0%	3.6%
Male	984	138	254	415	202	17	2010
	47.2%	6.6%	12.2%	19.9%	9.7%	0.8%	96.4%
Total	1016	155	265	427	204	17	2084
	48.8%	7.4%	12.7%	20.5%	9.8%	0.8%	100.0%

The Special EEO Tabulation of the 2000 Census reported the availability of skilled craft workers as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	3.3%	0.5%	1.7%	3.6%		0.0%	9.4%
Male	43.2%	4.6%	21.1%	16.8%		0.4%	89.7%
Total	46.5%	5.1%	22.8%	20.4%		0.4%	99.1%

Skilled Craft Workers are frequently viewed as traditionally male dominated jobs. In the City, females comprise only 3.6% of jobs in this category, at a utilization rate of 38%. In this occupational category, all Female groups except Black Females, are utilized at less than 50% of their labor market availability. By race/ethnicity, Hispanics are also underutilized in this category.

City jobs in the Skilled Craft Workers category typically require completion of an apprenticeship program plus some journey-level work experience. Although many labor unions that run apprenticeship programs are open to minority and women members, their memberships are still underrepresented in these groups. Unless the City provides its own apprenticeship programs, City employment in the Skilled Craft Workers category will continue to be limited by union referrals and graduates.



The successful utilization of Black females in this occupational category is attributed largely to the City's apprenticeship program for Stationary Engineer, Sewage Plant. The program was created decades ago, targeted to provide training and employment opportunities to residents in the City's southeast neighborhood. Today, Black females comprise nearly 6% of jobs in the journey level Stationary Engineer, Sewage Plant, job class. In this job class, women now comprise over 9% of the workforce. In the apprentice level job class, women comprise 22% of 18 apprentices.

The City's Utility Plumber Apprentice program has also increased minority and female representation in its respective journey level class, but less successfully than the Stationary Engineer apprenticeship program.

Recommendations have been made by various groups for the City to initiate additional training programs in the skilled craft occupations. The City's contracts with various skilled craft labor organizations now include provisions for establishment of apprenticeship programs in more than a dozen job classes.

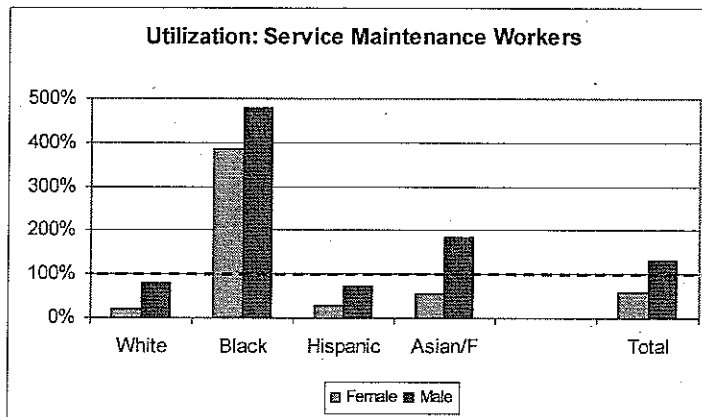
H. OCCUPATIONAL CATEGORY: SERVICE MAINTENANCE WORKERS

The EEOC describes Service Maintenance Workers as occupations in which workers perform duties which result in or contribute to the comfort, convenience, hygiene or safety of the general public or which contribute to the upkeep and care of buildings, facilities or grounds of public property.

Service Maintenance Workers comprise the second largest occupational category in the City, with 5204 employments reported. City jobs in this category include: laundry operatives, truck and bus drivers, custodial employees, gardeners, construction laborers, porters, asphalt workers, camp assistants, watershed keepers, transit car cleaners, etc.

CCSF WORKFORCE COMPOSITION: SERVICE MAINTENANCE WORKERS							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	152	603	153	291	71	7	1277
	2.9%	11.6%	2.9%	5.6%	1.4%	0.1%	24.5%
Male	797	1076	700	882	450	22	3927
	15.3%	20.7%	13.5%	16.9%	8.6%	0.4%	75.5%
Total	949	1679	853	1173	521	29	5204
	18.2%	32.3%	16.4%	22.5%	10.0%	0.6%	100.0%

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	13.3%	3.0%	11.2%	12.6%		0.2%	41.5%
Male	18.8%	4.3%	18.7%	13.8%		0.2%	57.6%
Total	32.1%	7.3%	29.9%	26.4%		0.4%	99.1%



In this category, Blacks are employed at approximately four times their labor market availability. Asian males are utilized at almost twice their labor market availability. All other groups are utilized below availability in this category, with White and Hispanic females at approximately one-fourth of their labor market availability.

Classes with the most employments in this category are: Transit Operator, Custodian and General Laborers. See Part III for utilization analyses of these job classes.

PART III: WORKFORCE BY SELECTED JOB CLASSES

Job classes selected for utilization analysis review were based on a number of factors including: large numbers of employees in the job class, applicants enter City employment in these job classes, selection provides sampling of various occupational categories and job classes are readily matched to similar census data.

1. REGISTERED NURSES

Registered Nurses perform professional nursing duties in hospitals and other institutions; administers treatment to patients as instructed by physician; observes patients' symptoms; keeps related charts and records in accordance with standard practices; may direct the work of subordinate assistants. Minimum qualifications include graduation from an accredited school of nursing or an equivalent combination of training and experience.

The City reported 1108 employments in the Registered Nurse classification; with 915 or 82.6% women, and 193 or 17.4% men. Despite the large percentage of women in the City's workforce, the utilization rate of women is 94% of their labor market availability while men in total, are fully utilized compared to availability.

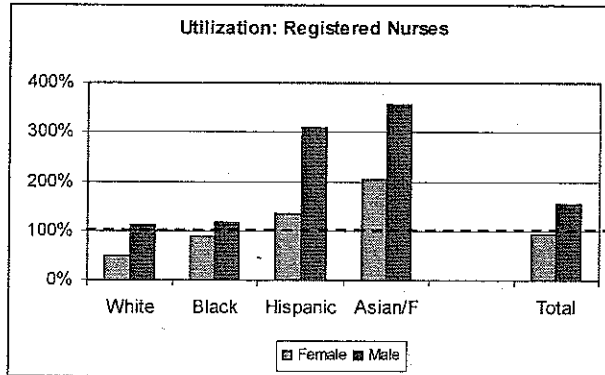
CCSF WORKFORCE COMPOSITION: REGISTERED NURSES							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	294	47	65	114	393	2	915
	26.5%	4.2%	5.9%	10.3%	35.5%	0.2%	82.6%
Male	92	9	13	11	67	1	193
	8.3%	0.8%	1.2%	1.0%	6.0%	0.1%	17.4%
Total	386	56	78	125	460	3	1108
	34.8%	5.1%	7.0%	11.3%	41.5%	0.3%	100.0%

The Special EEO Tabulation of the 2000 Census reported the availability of registered nurses as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	53.0%	4.8%	4.4%	22.6%		0.2%	87.9%
Male	7.5%	0.7%	0.4%	2.0%		0.0%	11.2%
Total	60.4%	5.5%	4.8%	24.5%		0.2%	99.0%

In comparison to the available labor market, Hispanics and Asians are fully utilized; Blacks slightly underutilized, and Whites females are underutilized. White and Black women are underutilized, possibly due to their declining population percentages in the geographic area, or perhaps due to competition and incentives offered by private and other hospitals.

Filipino women hold the largest number, 393, or 35.5% of Registered Nurse positions. The representation of Filipinos and Asians as Nurses is twice their availability in the relevant labor market. These statistics reflect the shortage of U.S. trained nursing professionals nationwide and the continuing need by the health care industry to recruit professionals from other countries.



In recent years, the Department of Public Health has implemented measures to streamline the selection process for Registered Nurses. For example, applicants are hired as soon as possible after they are deemed to be qualified rather than waiting to be tested and referred from an eligible list. Job notices announce that new nurses will receive monetary bonuses after 6, 12, 18, 24 months of service in the City. Employees in other job classes are provided work schedule and other incentives and tuition assistance to pursue college degrees in nursing. Nonetheless, private and other health care institutions offer stiff competition to hire nurses.

Department of Human Resources staff consulted with the Department on the Status of Women to identify if the City might have practices or barriers that specifically inhibit White female registered nurses from applying for City jobs. The Status of Women suggested that they could assist DHR to conduct focus groups with registered nurses to determine if there are reasons that White women are not choosing to work for the City. The focus groups would explore issues such as compensation, employment benefits, work assignments and flexible work schedules.

2. ENGINEERS

Engineers in classes 5207 Associate Engineer and 5241 Engineer are primarily employed in the Public Works, Public Utilities, Airport, Public Transportation, Building Inspection and Port departments of the City. Employees in these job classes are required to possess a current Certificate of Registration as a Professional Engineer in the State of California.

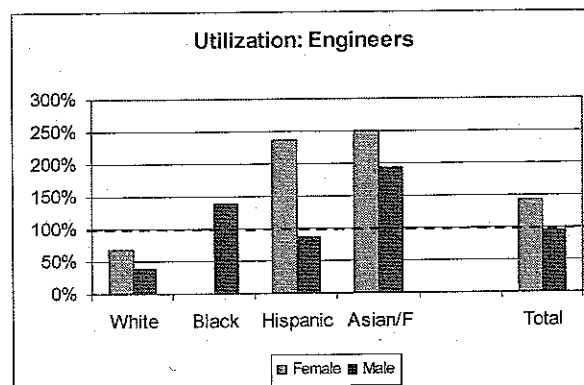
CCSF WORKFORCE COMPOSITION: ENGINEERS (5207, 5241)							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	11	0	4	28	2	0	45
	4.1%	0.0%	1.5%	10.4%	0.7%	0.0%	16.7%
Male	51	6	10	132	25	1	225
	18.9%	2.2%	3.7%	48.9%	9.3%	0.4%	83.3%
Total	62	6	14	160	27	1	270
	23.0%	2.2%	5.2%	59.3%	10.0%	0.4%	100.0%

The 2000 Census reported the availability of professional engineers as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	5.9%	0.3%	0.6%	4.5%		0.0%	11.6%
Male	49.5%	1.6%	4.3%	30.2%		0.1%	87.5%
Total	55.5%	1.9%	5.0%	34.7%		0.1%	99.1%

A total of 270 employees were reported in this job group, with 225, or 83.3% men and 45, or 16.7% women. Both men and women are utilized at rates comparable to relevant labor market availability percentages.

Blacks, Hispanics and Asians are represented above availability percentages; however, there are no Black women currently employed in the City's Engineer positions. White men and women appear to be underutilized; however the City has not identified any reasons specific for their underutilization.



Employees at the Associate Engineer and Engineer levels are frequently promoted from lower level engineering positions within the City. Some employees entered the City's civil service system as student engineering trainees while they were still enrolled in college, and promoted to higher level jobs over time. This internship program was utilized (pre Proposition 209) to successfully target recruitment of Blacks, Hispanics and women into engineering, architecture, and related jobs. The program is still operational, but without targeted recruitment. The program will be reviewed to ensure that it is inclusive of all groups.

In addition, employers frequently compete for graduating engineering students at university job fairs. Although the City participates in recruitment events, it is unable to make job offers students as other employers do.

3. ATTORNEYS

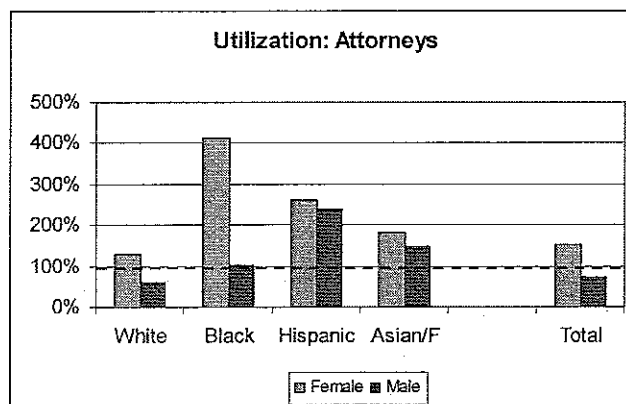
The City's 356 Attorneys are employed primarily in the Offices of the City Attorney, Public Defender and District Attorney. Attorneys serve at the pleasure of the appointing officers and are not required to take a civil service examination.

CCSF WORKFORCE COMPOSITION: ATTORNEYS							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	120	21	19	28	2	2	192
	33.7%	5.9%	5.3%	7.9%	0.6%	0.6%	53.9%
Male	116	7	16	19	6	0	164
	32.6%	2.0%	4.5%	5.3%	1.7%	0.0%	46.1%
Total	236	28	35	47	8	2	356
	66.3%	7.9%	9.8%	13.2%	2.2%	0.6%	100.0%

The Special EEO Tabulation of the 2000 Census reported the availability of attorneys and lawyers as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	26.5%	1.4%	2.0%	4.7%		0.0%	35.7%
Male	53.6%	1.9%	1.9%	4.7%		0.1%	63.6%
Total	80.1%	3.3%	3.9%	9.4%		0.1%	99.3%

There are more women than men in the City's workforce of Attorneys, showing women to be represented at higher percentages than in the relevant labor market and men are represented at lower percentages than are available. By race and ethnicity, all groups except White men, are represented at, or above, labor market availability.



All attorneys in the City are hired by elected officials. This may explain the higher utilization percentages of women, Blacks, Hispanics and Asians/Filipinos.

4. ELIGIBILITY WORKERS

Eligibility Workers perform a variety of technical duties in the review and determination of initial and continuing client eligibility for a variety of public assistance programs. Eligibility Workers are assigned primarily to the Public Health and Human Services departments.

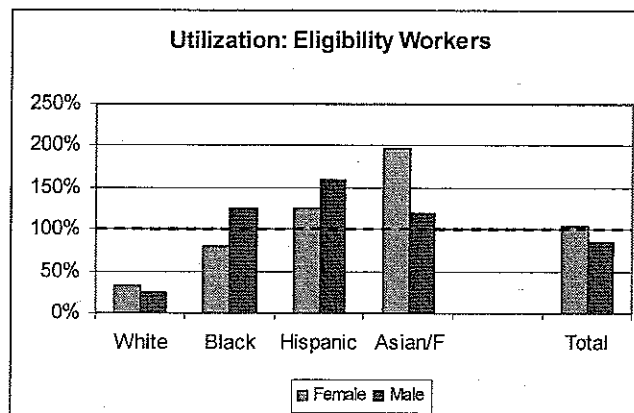
The City reported 153 employees in class 2903 Eligibility Worker and 313 employees in class 2905 Senior Eligibility Worker. By gender, women comprise 77% of the City's eligibility worker positions; men comprise 23%. Compared to the labor market, men are represented at 85% of availability; women are represented at 105% of availability.

CCSF WORKFORCE COMPOSITION: ELIGIBILITY WORKERS (2903, 2905)							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	35	50	75	115	83	1	359
	7.5%	10.7%	16.1%	24.7%	17.8%	0.2%	77.0%
Male	13	2	28	36	28	0	107
	2.8%	0.4%	6.0%	7.7%	6.0%	0.0%	23.0%
Total	48	52	103	151	111	1	466
	10.3%	11.2%	22.1%	32.4%	23.8%	0.2%	100.0%

The 2000 Census reported the availability of eligibility workers as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	23.5%	13.5%	12.9%	21.7%		0.1%	73.5%
Male	11.2%	0.3%	3.8%	11.5%		0.0%	26.9%
Total	34.7%	13.8%	16.7%	33.2%		0.1%	100.4%

By race and ethnic groups, Hispanics and Asians are utilized at greater rates than their respective availability rates. White men and women are underrepresented at rates of 25% and 32%. Black women are also underrepresented, but less so, compared to their availability in the eleven-county labor market. Black men are utilized at 125% of availability.



Eligibility Worker applicants are required to have clerical experience that involved direct public contact and interviewing of clients or customers to collect information; or equivalent education substitution. These requirements do not appear to be unrealistic for any racial or gender groups, particularly White men or women, or Black women.

However, Eligibility Workers must serve San Francisco's diverse population, including many clients/patients who do not speak much English. Therefore, many Eligibility Worker positions also require bilingual proficiency in another language such as Spanish, Chinese, Vietnamese, or Russian in addition to English. Labor market availability data do not appear to reflect bilingual proficiency requirements.

5. LICENSED VOCATIONAL NURSES

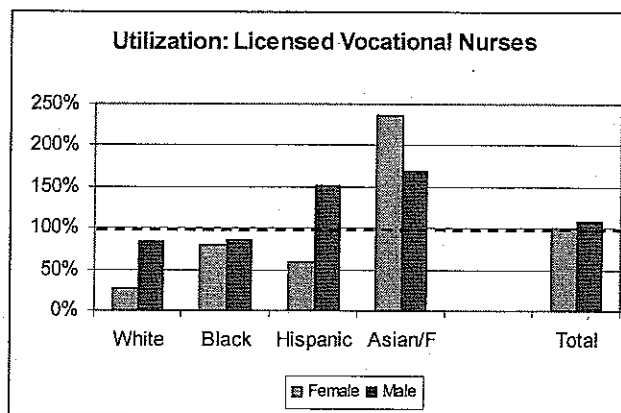
The City's 213 Licensed Vocational Nurses perform routine duties in providing nursing care to patients. Employees in this job class must possess a California Vocational Nurse License.

CCSF WORKFORCE COMPOSITION: LICENSED VOCATIONAL NURSES							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	14	28	16	12	102		172
	6.6%	13.1%	7.5%	5.6%	47.9%	0.0%	80.8%
Male	13	2	7	2	17		41
	6.1%	0.9%	3.3%	0.9%	8.0%	0.0%	19.2%
Total	27	30	23	14	119		213
	12.7%	14.1%	10.8%	6.6%	55.9%	0.0%	100.0%

The Special EEO Tabulation of the 2000 Census reported the availability of license vocational nurses as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	24.1%	16.6%	12.7%	22.7%		0.4%	81.0%
Male	7.3%	1.1%	2.2%	5.3%		1.1%	18.0%
Total	31.5%	17.7%	14.9%	28.0%		1.4%	99.0%

Labor market data indicates that women comprise more than 80% of availability while men are less than 20% of all LVNs. In the City, men and women are utilized at approximately these rates. By race and ethnicity, Asians and Filipinos, and Hispanic men, are fully utilized, compared to their availability rates in the relevant labor market. All other groups appear to be underutilized.



6. POLICE OFFICERS

The City reported 1546 employments in three Police Officer job classes, Q2, Q3, and Q4.

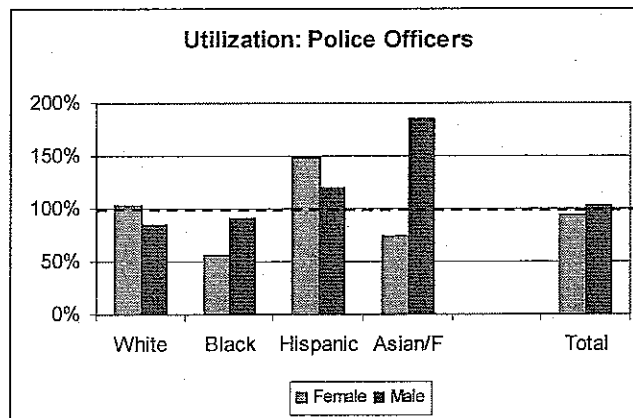
CCSF WORKFORCE COMPOSITION: POLICE OFFICERS (Q2, Q3, Q4)							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	141	31	48	19	11	1	251
	9.1%	2.0%	3.1%	1.2%	0.7%	0.1%	16.2%
Male	657	120	203	229	80	6	1295
	42.5%	7.8%	13.1%	14.8%	5.2%	0.4%	83.8%
Total	798	151	251	248	91	7	1546
	51.6%	9.8%	16.2%	16.0%	5.9%	0.5%	100.0%

The Special EEO Tabulation of the 2000 Census reported the availability of police officers as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	8.8%	3.6%	2.1%	2.6%		0.0%	17.3%
Male	49.8%	8.6%	11.0%	10.8%		0.1%	81.9%
Total	58.6%	12.2%	13.1%	13.4%		0.1%	99.2%

Men and women are employed at rates that are substantially similar to labor market availability rates.

White females, Black males, Hispanic males and females, and Asian males are also represented at rates that are substantially similar to labor market availability rates. White males, Black females, and Asian females are represented at lower rates.



DHR's annual report on police and fire hiring presented data on applications for Police Officer from November 2005 through April 2006. Of 3929 applications received during this period, 36% of the applicants were White, significantly less than labor market availability. 13% of the applicants identified as Black, 21% Hispanic, 17% Asian, 9%

Filipino, 1% American Indian and 3% did not self identify race or ethnicity. 81% of applicants were male; 18% female, and 1% undeclared.

Further analysis will be needed to determine why certain groups are underutilized in the Police Officer job classes. Such analysis will include review of recruitment and selection statistics, as well as turnover rates at various stages of training and employment. For example, applicants for Police Officer are subjected to a battery of tests including written, physical ability and oral examinations, review of judicial and driving records, psychological and medical examinations, vision and hearing tests, background investigation, polygraph test, and testing for use of controlled substances. Upon appointment, candidates must successfully complete classroom and field training programs. DHR's Public Safety examination team will continue to collect and analyze data.

DHR and the Police Department have been working to aggressively recruit new applicants; expedite the examination process and minimize attrition in the selection process. A comprehensive advertising campaign is under way. In addition, applications are accepted continuously and on-line. DHR's Public Safety Examination Unit has established an accelerated schedule where the written, physical agility and oral interview are administered in a 90-day period.

Many studies have been conducted on retention of women in law enforcement occupations. The findings from those reports will also be reviewed to determine if they apply to San Francisco's Police Officer workforce.

7. FIREFIGHTERS

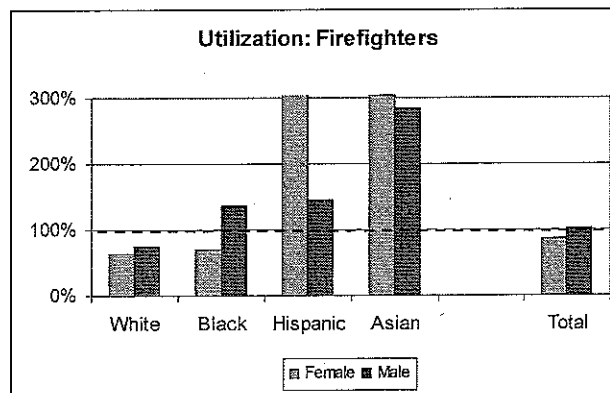
The City reported 1059 employments as Firefighter, with 14.4% female and 85.6% male.

CCSF WORKFORCE COMPOSITION: FIREFIGHTERS							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	77	17	26	24	7	2	153
	7.3%	1.6%	2.5%	2.3%	0.7%	0.2%	14.4%
Male	449	83	138	174	56	6	906
	42.4%	7.8%	13.0%	16.4%	5.3%	0.6%	85.6%
Total	526	100	164	198	63	8	1059
	49.7%	9.4%	15.5%	18.7%	5.9%	0.8%	100.0%

The Special EEO Tabulation of the 2000 Census reported the availability of firefighters as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	11.4%	2.3%	0.2%	0.0%		0.0%	16.9%
Male	57.1%	5.8%	8.9%	7.7%		0.4%	82.8%
Total	68.5%	8.1%	9.1%	7.7%		0.4%	99.7%

Compared to Census data, Black men, Hispanic men and women and Asian men are utilized in the City at rates greater than their availability. White men and women and Black women are at rates lower than availability. The Census Special EEO Tabulation report showed 'zero' Asian or Filipino women in its sample available labor market, although the City reported 24 Asian female and 7 Filipino female employees.



Firefighter examinations are administered infrequently; interested applicants sometimes wait for years for the City to accept applications. In addition, promotional examinations in the fire series have not been administered for many years. Firefighters with many years of service are unable to compete for permanent promotional opportunities. DHR's Public Safety Examination team is working to address these issues.

8. DEPUTY SHERIFF

Deputy Sheriffs are peace officers assigned to work in the County jails and in the Courts, responsible for the custody and supervision of prisoners. They may enter employment as civilian 8300 Sheriff Cadets or as sworn 8302 Deputy Sheriffs I. 8302's advance to 8304 Deputy Sheriff after successful completion of an 18-month academy training program.

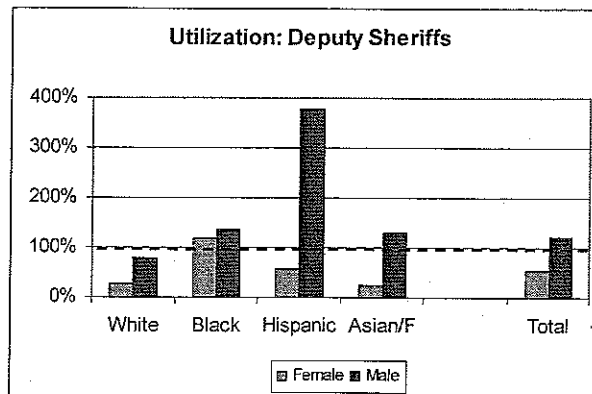
Education and experience qualifications to job class 8302 are relatively minimal, requiring either one year of satisfactory work experience or one year of college coursework, or an equivalent combination of education and experience. Candidates must successfully pass written, oral/performance, and physical ability examinations, as well as background investigation and psychological evaluation.

CCSF WORKFORCE COMPOSITION: DEPUTY SHERIFF							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	21	56	14	6	1	1	99
	3.8%	10.1%	2.5%	1.1%	0.2%	0.2%	17.8%
Male	136	74	92	86	64	4	456
	24.5%	13.3%	16.6%	15.5%	11.5%	0.7%	82.2%
Total	157	130	106	92	65	5	555
	28.3%	23.4%	19.1%	16.6%	11.7%	0.9%	100.0%

The 2000 Census reported the availability of deputy sheriffs as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	14.0%	8.6%	4.3%	5.1%		0.0%	33.3%
Male	31.1%	9.8%	4.4%	20.8%		0.1%	67.2%
Total	45.1%	18.4%	8.7%	25.9%		0.1%	100.5%

Black men and women, Hispanic men, and Asian men are fully utilized, compared to labor market availability. White men and women and Hispanic women and Asian women are represented at less than labor market availability.



The low percentages of White, Hispanic and Asian females in the City's deputy sheriff workforce compared to the available labor market do not appear to be based on minimum qualifications for the job. Other factors such as test components, work schedules, compensation, and promotional opportunities will need to be reviewed to determine if they contribute to low utilization rates for some groups.

Job applications are accepted on a continuous basis. In addition, the City recruits for Deputy Sheriff applicants by providing employment information at community sponsored events throughout the San Francisco Bay Area.

9. NURSING ASSISTANTS

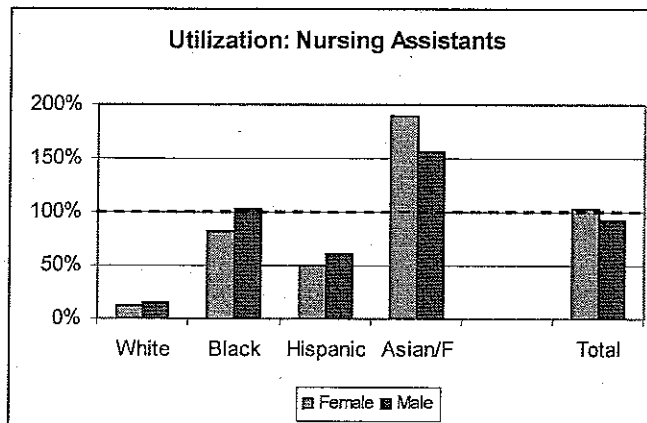
Nursing Assistants work in hospitals to assist in the care of patients and keeping them clean and comfortable, taking and recording patients' physical and medical conditions, assisting professional staff, transporting patients, etc. They are required to possess a valid Certified Nursing Assistant Certificate which meets State requirements, or a valid CA registered nurse or licensed vocational nurse license. The City reported 574 Nursing Assistants employments.

CCSF WORKFORCE COMPOSITION: NURSING ASSISTANTS							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	11	69	37	23	323	2	465
	1.9%	12.0%	6.4%	4.0%	56.3%	0.3%	81.0%
Male	5	21	9	6	68	0	109
	0.9%	3.7%	1.6%	1.0%	11.8%	0.0%	19.0%
Total	16	90	46	29	391	2	574
	2.8%	15.7%	8.0%	5.1%	68.1%	0.3%	100.0%

The Special EEO Tabulation of the 2000 Census reported the availability of nursing assistants as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	16.4%	14.8%	13.0%	31.8%		0.3%	78.7%
Male	5.5%	3.6%	2.6%	8.3%		0.1%	20.5%
Total	21.9%	18.4%	15.6%	40.1%		0.3%	99.3%

Asians/Filipinos comprise 73% of the City's nursing assistant workforce, compared to 40% in the available labor market. White men and women comprise only 2.8% of total employments as Nursing Assistants, or a utilization rate of 13% of labor market availability. Hispanic men and women comprise approximately 50% of labor market availability.



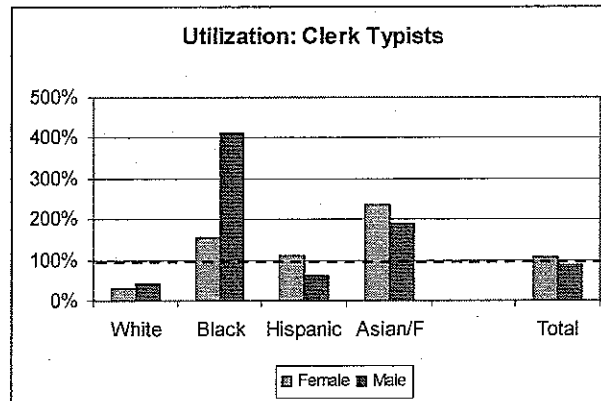
10. CLERK TYPISTS

Clerk Typists and Senior Clerk Typists work in nearly every City department, providing clerical and administrative support. A total of 700 employments were reported in job classes 1424 Clerk Typist and 1426 Senior Clerk Typist.

CCSF WORKFORCE COMPOSITION: CLERK TYPISTS (1424, 1426)							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	76	104	87	190	147	0	604
	10.9%	14.9%	12.4%	27.1%	21.0%	0.0%	86.3%
Male	27	8	7	28	26	0	96
	3.9%	1.1%	1.0%	4.0%	3.7%	0.0%	13.7%
Total	103	112	94	218	173	0	700
	14.7%	16.0%	13.4%	31.1%	24.7%	0.0%	100.0%

The Special EEO Tabulation of the 2000 Census reported the availability of clerk typists as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	37.7%	9.5%	11.4%	20.5%		0.2%	82.8%
Male	9.0%	0.3%	1.7%	4.1%		0.0%	15.8%
Total	46.7%	9.8%	13.1%	24.6%		0.2%	98.6%



Black males and females, Asian males and females, and Hispanic females are well represented as Clerk Typists. White males, White females, and Hispanic males are represented at less than labor market availability.

The minimum qualifications for Clerk Typists are relatively minimal, resulting in many more applications received than there are vacancies. Due to the large numbers of applications that are received and processed, the City must limit the availability of applications to a few periods of time in a year. Qualified candidates who are able to find employment opportunities elsewhere do not need to wait for City openings.

11. STATIONARY ENGINEERS

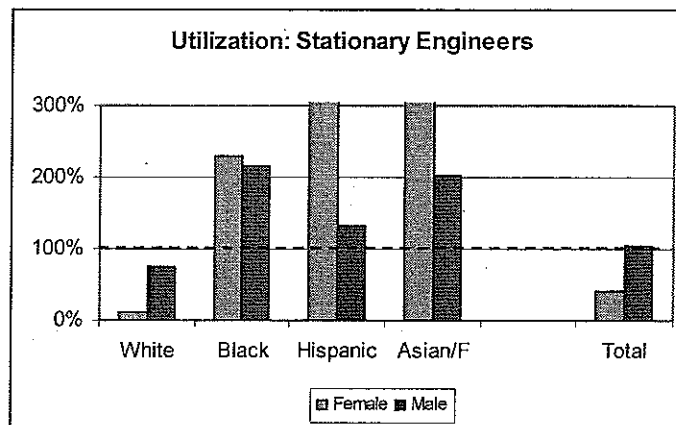
Stationary Engineers operate, maintain, troubleshoot and repair a wide variety of pumping, heating, ventilating, air conditioning, refrigeration and other machinery or equipment in a large complex or multi-faceted facility. They are required to have four years of journey level experience or have completed a recognized apprenticeship program.

CCSF WORKFORCE COMPOSITION: STATIONARY ENGINEERS							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	1	2	1	1	0	0	5
	0.6%	1.1%	0.6%	0.6%	0.0%	0.0%	2.9%
Male	75	10	18	23	41	2	169
	43.1%	5.7%	10.3%	13.2%	23.6%	1.1%	97.1%
Total	76	12	19	24	41	2	174
	43.7%	6.9%	10.9%	13.8%	23.6%	1.1%	100.0%

The Special EEO Tabulation of the 2000 Census reported the availability of stationary engineers as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	4.7%	0.5%	0.1%	0.0%	0.0%	0.0%	7.0%
Male	58.0%	2.7%	7.8%	18.1%	0.2%	0.2%	92.0%
Total	62.8%	3.2%	8.0%	18.1%	0.2%	0.2%	99.0%

In this job class, Blacks and Hispanics are fully represented in comparison to the available labor market; Asian/Filipino males are also fully represented. White men and women appear underrepresented. Census data reported that no Asian/Filipino women are available in this profession, although the City has one Asian female employee.



The City's apprenticeship programs for Stationary Engineer have successfully contributed to the current representation of Blacks, Hispanics, and Asians/Filipinos in this job class.

12. TRANSIT OPERATORS

Transit Operators operates a variety of transit vehicles such as coaches, cable cars, streetcars and light rail vehicles; transports passengers along a specific route and makes designated stops as required; accepts fares, issues transfers, gives general directional information.

The City reported 2093 employments in this job class, with 26% women and 74% men.

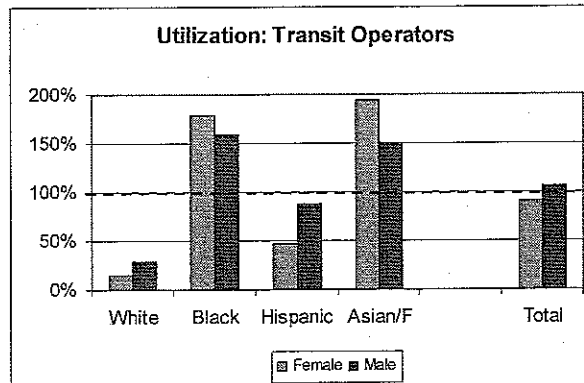
CCSF WORKFORCE COMPOSITION: TRANSIT OPERATORS							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	32	425	48	20	11		536
	1.5%	20.3%	2.3%	1.0%	0.5%	0.0%	25.6%
Male	103	615	250	418	167	4	1557
	4.9%	29.4%	11.9%	20.0%	8.0%	0.2%	74.4%
Total	135	1040	298	438	178	4	2093
	6.5%	49.7%	14.2%	20.9%	8.5%	0.2%	100.0%

Blacks comprise nearly 50% of total Transit Operator jobs; Asians and Filipinos comprise nearly 30% of total jobs. Both groups are utilized above 100% of availability.

The Special EEO Tabulation of the 2000 Census reported the availability of transit operators as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	10.2%	11.3%	4.8%	0.8%		0.3%	28.1%
Male	16.7%	18.5%	13.5%	18.7%		0.4%	70.5%
Total	26.9%	29.8%	18.3%	19.4%		0.7%	98.6%

White males, White females and Hispanic females are represented at rates lower than their labor market availability.



13. CUSTODIANS

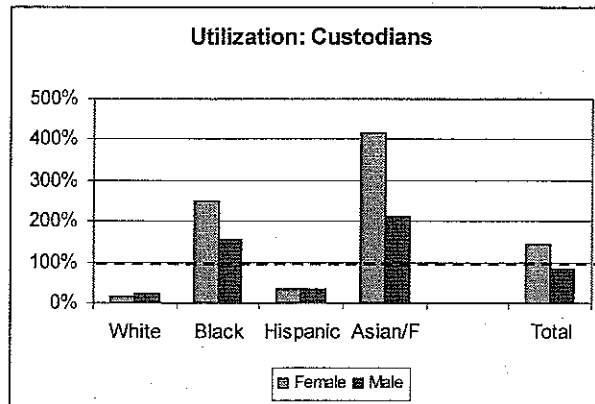
Custodians perform routine manual cleaning tasks in public buildings, schools, other facilities and surrounding areas. The City reported 568 employments in this job class. Asians and Filipinos comprise nearly 65% of positions.

CCSF WORKFORCE COMPOSITION: CUSTODIANS							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	3	27	29	153	8	2	222
	0.5%	4.8%	5.1%	26.9%	1.4%	0.4%	39.1%
Male	20	65	53	147	60	1	346
	3.5%	11.4%	9.3%	25.9%	10.6%	0.2%	60.9%
Total	23	92	82	300	68	3	568
	4.0%	16.2%	14.4%	52.8%	12.0%	0.5%	100.0%

The Special EEO Tabulation of the 2000 Census reported the availability of professional workers as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	3.2%	1.9%	14.9%	6.8%		0.1%	27.2%
Male	16.7%	7.4%	28.8%	17.1%		0.1%	71.9%
Total	19.9%	9.4%	43.7%	23.9%		0.2%	99.1%

Blacks and Asians/Filipinos are utilized well over their labor market availability in the City's custodian positions. Whites and Hispanics are underutilized. Although job qualifications for Custodians are minimal, the City has hired a large proportion of candidates from community college custodial training programs.



14. GENERAL LABORERS

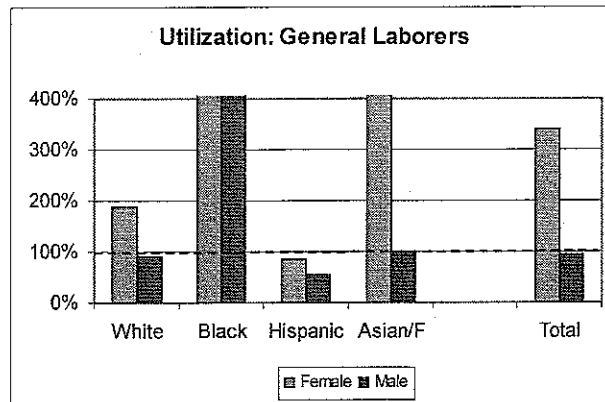
General Laborers performs a variety of manual labor tasks such as removing debris from construction, maintenance, wrecking, or repair work; loading and unloading materials, supplies, furniture, and equipment; and operating various types of equipment and machinery including pneumatic and hand tools. The City reported 348 General Laborer employments.

CCSF WORKFORCE COMPOSITION: GENERAL LABORERS							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	6	12	2	5	1	1	27
	1.7%	3.4%	0.6%	1.4%	0.3%	0.3%	7.8%
Male	89	85	88	37	18	4	321
	25.6%	24.4%	25.3%	10.6%	5.2%	1.1%	92.2%
Total	95	97	90	42	19	5	348
	27.3%	27.9%	25.9%	12.1%	5.5%	1.4%	100.0%

The Special EEO Tabulation of the 2000 Census reported the availability of construction laborers as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	0.9%	0.6%	0.7%	0.1%		0.0%	2.3%
Male	27.7%	5.0%	46.1%	15.6%		0.2%	96.7%
Total	28.6%	5.7%	46.8%	15.7%		0.2%	99.0%

Census data reports that Hispanic males comprise 46% of the available labor market. In the City, Hispanic males comprise over 25% of General Laborer jobs. In the City, General Laborer positions are highly competitive among large applicant pools, and subject to civil service examinations.



CONCLUSIONS

U.S. Census sample data collected in 2000 does not appear to reflect the 2006 demographics of the San Francisco area labor market.

The City's workforce reflects diversity in all areas of employment. With a few exceptions, Blacks, Hispanics, Asians, and Filipinos are well represented citywide and in all occupational categories.

Whites appear to be underutilized in comparison to labor market availability data, however, the statistics from the 2000 Census seem to be outdated. More current data show that Whites in the local population is declining, suggesting that Whites in the local labor market is also declining. Also, data on turnover rates show that Whites are leaving City employment at the highest rate among racial/ethnic groups. White females, although available in the labor market, appear to be choosing to work for employers other than the City & County of San Francisco.

Special attention will be needed to identify if there are employment barriers to women in Skilled Craft and Service Maintenance Workers categories.

Civil Service reform proposals introduced by the Human Resources Director include programs designed to improve the City's hiring process for all groups. These proposals include outreach and recruitment programs to ensure that all segments of the community have access to information about job openings in the City; procedures to expedite the City's application and selection processes; and training programs to develop job skills needed in City employment.

UTILIZATION SUMMARY AT A GLANCE

OCC	#	WHITE		BLACK		HISPANIC		ASIAN & FILIPINO		TOTAL	
		F	M	F	M	F	M	F	M	F	M
A	847	○	○	●	●	●	●	●	●	●	●
B	7619	○	○	●	●	●	●	●	●	●	●
C	2543	○	●	●	●	●	●	●	●	●	●
D1	4239	○	●	●	○	●	●	○	●	○	●
D2	142	○	○	●	●	●	○	●	●	●	○
E	1750	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
F	3113	○	○	●	●	●	○	●	●	●	○
G	2084	○	●	●	●	○	○	○	●	○	●
H	5204	○	○	●	●	○	○	○	●	○	●

M: male; F: female; American Indian not included due to small availability percentages

OCC: occupational categories; A: Officials & Administrators; B: Professionals; C: Technicians; D1: Protective Service, Sworn; D2: Protective Service, Non-Sworn; E: Paraprofessionals; F: Administrative Service; G: Skilled Craft; H: Service Maintenance

○: less than 90%; ●: 90% or more; NA: comparisons not available

RECOMMENDATION: Accept report.

APPENDICES

- A. Labor Market Availability by 11 California Counties,
- B. Notes and Selected Text from 2005 EEO Workforce Utilization Analysis

APPENDICE A: LABOR MARKET AVAILABILITY, 11 CALIFORNIA COUNTIES, BY CITY EMPLOYEE (2005) RESIDENCY PROPORTIONS, 2000 U.S. CENSUS

	Total Male	White	Black	Hispanic	Asian	AI/AN	Other	Total Female	White	Black	Hispanic	Asian	AI/AN	Other	
San Francisco	54.5	29.2	2.7	7.1	13.6	0.2	1.7	45.5	22.5	2.6	5.3	13.7	0.1	1.3	100
45.00%	24.525	13.14	1.215	3.195	6.12	0.09	0.765	20.475	10.125	1.17	2.385	6.165	0.045	0.585	
San Mateo	54	28.6	1.5	10.9	11.2	0.1	1.7	46	23.5	1.6	8.6	10.7	0.1	1.5	100
21.40%	11.556	6.1204	0.321	2.3326	2.3968	0.0214	0.3638	9.844	5.029	0.3424	1.8404	2.2898	0.0214	0.321	
Marin	53	42.8	0.9	5.7	2.1	0.1	1.3	47	38.4	0.8	3.9	2.5	0.1	1.2	99.8
3.10%	1.643	1.3268	0.0279	0.1767	0.0651	0.0031	0.0403	1.457	1.1904	0.0248	0.1209	0.0775	0.0031	0.0372	
Alameda	53.1	24.5	5.9	9.5	10.8	0.2	2.1	46.9	21.6	7	6.7	9.5	0.2	1.9	99.9
10.30%	5.4693	2.5235	0.6077	0.9785	1.1124	0.0206	0.2163	4.8307	2.2248	0.721	0.6901	0.9785	0.0206	0.1957	
Contra Costa	53.6	33.3	3.8	8.7	5.8	0.2	1.8	46.4	28.2	4.5	6.3	5.6	0.2	1.6	100
10.40%	5.5744	3.4632	0.3952	0.9048	0.6032	0.0208	0.1872	4.8256	2.9328	0.468	0.6552	0.5824	0.0208	0.1664	
Solano	52.5	27.8	6.4	8.9	6.8	0.3	2.3	47.5	24.6	7.1	6.4	7.1	0.3	2.2	100.2
4.50%	2.3625	1.251	0.288	0.4005	0.306	0.0135	0.1035	2.1375	1.107	0.3195	0.288	0.3195	0.0135	0.099	
Sonoma	53.4	39.8	0.9	9.4	1.6	0.5	1.4	46.6	36.9	0.5	5.9	1.6	0.4	1.3	100.2
2.20%	1.1748	0.8756	0.0198	0.2068	0.0352	0.011	0.0308	1.0252	0.8118	0.011	0.1298	0.0352	0.0088	0.0286	
Santa Clara	56.5	26.9	1.5	11.9	14.3	0.2	1.7	43.5	21	1.2	8.8	11	0.2	1.4	100.1
0.70%	0.3955	0.1883	0.0105	0.0833	0.1001	0.0014	0.0119	0.3045	0.147	0.0084	0.0616	0.077	0.0014	0.0098	
Sacramento	52.1	32.7	4	7.7	5.4	0.4	2	47.9	30	4.4	6.3	4.8	0.4	1.9	100
0.60%	0.3126	0.1962	0.024	0.0462	0.0324	0.0024	0.012	0.2874	0.18	0.0264	0.0378	0.0288	0.0024	0.0114	
San Joaquin	54.8	28.1	2.7	16.7	5.2	0.3	2	45.2	24.5	2.8	11.4	4.6	0.3	1.6	100.2
0.50%	0.274	0.1405	0.0135	0.0835	0.026	0.0015	0.01	0.226	0.1225	0.014	0.057	0.023	0.0015	0.008	
Tuolumne	52.9	47.2	0.3	3.1	0.6	0.6	1.2	47.1	41.4	0	3.2	0.4	0.8	1.3	100.1
0.40%	0.2116	0.1888	0.0012	0.0124	0.0024	0.0024	0.0048	0.1884	0.1656	0	0.0128	0.0016	0.0032	0.0052	
99% Total	53.4987	29.4143	2.9238	8.4203	10.7996	0.1881	1.7456	45.6013	24.0359	3.1055	6.2786	10.5783	0.1417	1.4673	99.1

NOTES AND SELECTED TEXT FROM 2005 EEO WORKFORCE UTILIZATION ANALYSIS REPORT

...the U.S. Department of Justice, Office of Civil Rights, (28 CFR 42.301 et seq) requires that the City & County of San Francisco (City) submit an Equal Employment Opportunity (EEO) Plan to be eligible to receive federal criminal justice funds. The plan is to include a breakdown of the agency's workforce, and identification of underutilization, if any, as well as identification of objectives to address findings of underutilization. Also, the City's Municipal Transportation Agency (MTA) is required to submit an EEO Plan to the Federal Transit Agency.

The California Constitution, as amended by Proposition 209, prohibits State and local government agencies from discriminating against or granting preferential treatment to any individual or group on the basis of race, sex, color, ethnicity, or national origin in the operation of public employment, education, or contracting. The State does not however prohibit the collection of statistical data and reporting of underutilization by racial or gender categories to monitor employment practices. The State also "does not prevent government agencies from engaging in inclusive public sector outreach and recruitment programs that, as a component of general recruitment, may include, but not be limited to, focused outreach and recruitment of minority groups and women if any group is underrepresented in entry level positions of a public sector employer."

The City's reports includes six **racial/ethnic groups**, five of which are required by the EEOC (White, Black, Hispanic, Asian, American Indian/Alaskan Native), and one which is required by California State Government Code §50087 (Filipino).

In the 2000 Census, respondents were allowed to identify themselves in one or more of 15 groups under 'race' and additionally identify whether or not they are of Hispanic origin. The Census Bureau then compiled data into Census 2000 Special EEO Tabulation Files which include six single race groups (White, Black, Hispanic, Asian, Other Pacific Islander, and American Indian/Alaskan Native), a group for those identifying as 'some other race', four two-group combinations, as well as a category for persons identifying more than two races. Detailed data on Filipinos in the labor market is not reported.

Labor market data on Asians includes census groups: 'Asian non-Hispanic' and 'Other Pacific Islander non-Hispanic'. ONH (Other non-Hispanic) includes census groups: 'Black & White non-Hispanic', 'American Indian/Alaskan Native & White non-Hispanic', 'American Indian/Alaskan Native & Black non-Hispanic', 'Asian & Black non-Hispanic', 'Asian & White non-Hispanic', and 'Balance 2+ Races non-Hispanic'. Data on "Other non-Hispanics" was not used in this report because the City does not currently collect information for a comparable grouping.

Relevant labor market is described as the pool of individuals who possess the requisite qualifications for the job within the geographic area in which the agency can reasonably expect to recruit. Data on the relevant labor market is compiled from the Census 2000 Special EEO Tabulation Files.

In order to determine the **geographic area for the City's relevant labor market**, DHR staff in 2005, reviewed City employees' residency by address zip codes and found that 99% of the City's workforce reside in eleven California counties. Labor market data for the eleven counties were compiled, proportional to the respective percentage in the City's workforce, to establish the City's available labor market. For example, 45% of the City's workforce resides in San Francisco, so the San Francisco labor market data from the U.S. Census accounts for 45% of the City's relevant labor market data. The eleven counties include: San Francisco (45%), San Mateo (21.4%), Marin (3.1%), Alameda (10.3%), Contra Costa (10.4%), Solano (4.5%), Sonoma (2.2%), Santa Clara (0.7%), Sacramento (0.6%), Tuolumne (0.4%), and San Joaquin (0.5%).

The City reports workforce composition by broad **occupational categories** to the EEOC and Department of Justice. However, these two agencies, and the Census Bureau, each have slightly different occupational categories and/or descriptions of jobs within categories. For example, the EEOC identifies 'Chief of Police' as an Official and Administrator; the Department of Justice identifies the job as Protective Service—Officials; and the Census maps the job to Protective Service: Sworn. The City's HRMS is currently mapped to EEOC occupational categories.

In 2003, the City submitted its EEO-4 Report to the EEOC and reported these occupational categories:

- Officials and Administrators
- Professionals
- Technicians
- Protective Service Workers
- Paraprofessionals
- Administrative Support Workers
- Skilled Craft Workers
- Service Maintenance Workers.

In 2004, the City submitted its EEO Plan to the Department of Justice, which required these categories:

- Officials/Administrators
- Professionals
- Technicians
- Protective Services
 - Officials (all sworn beyond entry-level)
 - Patrol Officers (all entry-level sworn officers)
- Para-professionals
- Office/Clerical
- Skilled Craft
- Service Maintenance.

In December 2003, the Census Bureau released Special EEO Tabulation Files, which included for state and local government reporting, these occupational categories:

- Officials/Administrators
- Professionals
- Technicians

- Protective Service: Sworn
- Protective Service: Non-sworn
- Administrative Support
- Skilled Craft
- Service Maintenance.

Six of eight categories are substantially identical for all three agencies. However, the Census did not include a summary category for Paraprofessionals. And, the categories for Protective Services are described differently in each of the three agencies. Therefore, in this report, data for these categories will be presented, but utilization will not be calculated.

The occupational categories specified in the U.S. Census Special 2000 EEO Tabulation Files were used in the 2006 EEO Workforce Utilization Analysis Report.

Data presented in the 2006 EEO Workforce Utilization Analysis Report represents employments recorded in the PeopleSoft Human Resources Information System on May 17, 2006. The data includes employees for all City departments, except elected and appointed officials, as-needed workers, and employments in the School and College Districts and the Courts.