

CITY OF MODESTO

Annual Equal Opportunity Plan Status Report Fiscal Year 2007-2008

INTRODUCTION

It is the policy of the City of Modesto to promote equal employment opportunity by prohibiting discrimination or harassment in employment on the basis of race, creed, ancestry, color, national origin, religion, physical or mental disability or perceived disability, medical condition, pregnancy related condition, marital status, sex, sexual orientation, age, or political affiliation or belief.

This report reviews the City of Modesto's Equal Opportunity Plan performance for the fiscal year 2007-2008, as described in the utilization analysis portion of the 2003-2008 Equal Opportunity Plan. The Equal Opportunity Plan applies to full-time employees only, and it includes the City's plans and measures to ensure that minorities, women, disabled individuals and other protected groups are afforded equal opportunity. The plan provides for annual utilization analysis of the current year workforce with the 2000 Census data. More detailed information on this program can be found in the City of Modesto's 2003-2008 Equal Opportunity Plan document.

In 2003, the City prepared a new five-year plan for 2003–2008 and this plan was developed based on 2000 Census data. The 2000 Census data changed how the Census Bureau captures information regarding individuals who identify with more than one race or ethnic group. Although the Equal Employment Opportunity Commission (EEOC) provides guidance on how to apply the revised Census information to the EEOC reporting process, the format or content of EEO reports has not changed.

The primary measurement tool used is the EEO-4, an Equal Employment Information Report, which the City files biannually with the EEOC in Washington, D.C. The EEO-4 sets forth the sex and race/ethnic composition of the work force by function, job category and annual salary. For public agencies, the eight designated categories of the EEO-4 report used by the City are Officials and Administrators, Professionals, Technicians, Protective Services-Sworn, Protective Services–Non-Sworn, Administrative Support, Skilled Craft Workers and Service-Maintenance Workers. There are eight salary ranges within each job category, beginning with the \$100-\$15,900 range and ending with the \$70,000-Plus range. For this review, we are looking at each category as a whole and have not broken it down into its eight individual salary ranges.

The race/ethnic categories designated by the EEOC are White, African American, Hispanic, Asian/Native Hawaiian Other Pacific Islander, and American Indian/Alaskan Native. Additionally, the 2000 Census permits respondents to self identify in more than one race/ethnic category. Census data is reported out for 10 of the 26 possible combinations of categories, including those categories that have the largest numbers of respondents. The remaining categories have such a small number of respondents that they are reported in a new category called Balance 2+ races. To date, the EEOC has not changed its reporting requirements, so private and public employers continue to have employees self identify as a single race or ethnicity and the EEO report continues to use the five (5) historic categories. The EEOC has provided guidance on how to group most individuals who report multiple racial backgrounds, but has provided no guidance on how to incorporate the category of Balance.

The progress of the City of Modesto in the area of Equal Opportunity is measured against the 2000 Census data. The purpose of comparing and reporting this progress is to identify areas of underutilization so the City can develop plans to assist it to achieve a workforce that is representative of the Stanislaus County workforce within each EEO-4 job category. For purposes of this report, the City becomes **utilized** in a job category when the employment of women and minorities in a job category meets or exceeds the 2000 Census data for that category, and it remains **underutilized** if it is below the 2000 Census data. This broad snapshot of employment mirrors the EEO requirements.

The census data for Stanislaus County, our labor market, includes many kinds of jobs that are not found in City employment, or are found in City employment but in proportions significantly different from our labor market. This lack of job comparability can sometimes make meaningful analysis difficult. For example, we, along with a few other public agencies, employ all of the sworn police, fire and correctional workers in the labor market. The only Protective Services – Sworn employed by the private sector are security guards and similar occupations. Protective Services Sworn constitutes only 1.7% of the local labor market but about one-third of City employment. On the other hand, Service Maintenance comprises 37.8% of the labor market, but only 7% of the City workforce. In the labor market, 10.79% of workers are sales workers, and 9.56% are production workers, and the City employs no one in either of those categories. As a result, in addition to looking at the broad snapshot, the City may also, from time to time, evaluate our employment statistics against more specific labor market information.

STATUS REPORT

Local government agencies are required to maintain statistics on representation of women and minorities in the workplace by specified job categories. These are commonly referred to as EEO-4 categories. The 2000 Census data reflects revised job categories for state and local government agencies, and there have been significant changes in how jobs are allocated to categories. The Paraprofessional job category was eliminated and those jobs formerly allocated to the Paraprofessional job category have been distributed among several different categories. The Protective Services job category has been split into Protective Services - Sworn and Protective Services - Non-sworn. The EEOC provided a “crosswalk” from Standard Occupational Codes to the EEO job category codes for state and local governments. All classes within the City have been evaluated and reallocated based on the crosswalk and revised job categories. Of the City’s 287 regular classes, 129, or 45%, were allocated to a different job category, based on the EEOC’s changes in designation. These changes must be implemented so that the City categorizes its workforce in the same manner that the Census Bureau categorizes the local labor market.

The reassignment has resulted in significant changes in the City’s workforce compared to previous annual reports and was first reported in this manner in the 2003-2004 annual report. Over the past several years, the total number of City employees has changed only slightly, however, the job categories have changed and the numbers in each job category have changed. As a result of the changes in the reporting requirements, the information in this annual report can be compared with the 2003-2004, 2004-2005, 2005-2006 and 2006-2007 annual reports, but cannot be compared directly to the information in the 2002-2003 or prior year annual reports.

In conducting utilization analysis on a small population, such as exists in many of the City’s occupational categories, the addition or deletion of one employee can have a significant impact on the overall utilization. As an example, an agency has 100 individuals in a category, and the

Census data indicates that Hispanics constitute 8.2% of the positions in that category. If the agency currently has 8% of the positions filled by Hispanic employees, then the City would need to hire 0.2% more Hispanics to reach its goal. In reporting the table information, we have reported the actual percentages of employees in each category and compared it to the 2000 Census data. However, in identifying areas of underutilization in our final summary, we are not reporting a category as underutilized if the addition of less than one employee would correct the underutilization.

Officials and Administrators (131 employees)

This category includes occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, or direct individual departments or special phases of the City's operations, or provide specialized consultation on a citywide basis. Most of the incumbents in this category are the Department Directors, the City Manager, the Assistant Directors and the Deputy Directors. This category also includes a number of positions that are regulatory such as building and construction inspectors, auditors, investigators and managers. However, both the Police Chief and the Fire Chief are included under Protective Services – Sworn. The Mayor and the City Council Members are not included in this analysis since they are elected public officials and, as such, are not considered employees for reporting to the EEOC.

In the labor market, this category includes over 22,000 individuals. The categories with the largest numbers of employees are farmers, farm managers, sole proprietorships and food service (institutional, restaurant and fast food) managers, which account for over 4,000 employees in the labor market. The City does not employ Officials in these particular categories.

The City of Modesto employs 131 Officials and Administrators and is underutilized for Hispanic and American Indian/Alaskan Native. The City would need to hire an additional 5 Hispanics and 2 American Indian/Alaskan Native employees to be fully utilized. The City is fully utilized for Black, Asian/Pacific Islander and female in this category.

Professionals (119 employees)

This job category includes occupations that require specialized and theoretical knowledge that is usually acquired through college training or through work experience and other training that provides comparable knowledge. Some of the incumbents in this category are the personnel professionals, some managers and supervisors of the organization, accountants, engineers, attorneys and planners.

In the private sector, teachers and registered nurses are the largest occupations in the professional category and both are heavily female dominated; 92% of nurses are women and 68% of teachers are women. These occupations account for 11,300 of the 24,666 professionals in our county. The City does not employ professionals in either of these categories.

For the City of Modesto, the Professional category is underutilized for Hispanic, American Indian/Alaskan Native and female. The hiring of 2.3 Hispanic, 1.7 Native American/Alaskan Native and 24 female employees would make the City fully utilized in those categories.

Technicians (31 employees)

In this category we find occupations that require a combination of basic scientific or technical knowledge and manual skill that can be obtained through specialized post-secondary school education or through equivalent on-the-job training. These employees are found in many

departments throughout the City. They include jobs such as laboratory analysts, civil engineering assistants, assistant buyers, and water resource specialists.

The City employs only 31 technicians, making it the smallest category. The Technician category is underutilized for Black, Hispanic, Asian/Pacific Islander, American Indian/Alaskan Native and female. The City would need to employ 1.3 Black, 1.6 Hispanic, 1.9 Asian/Pacific Islander, 0.5 American Indian/Alaskan Native and 3 female employees to be fully utilized.

Protective Services – Sworn (416 employees)

This category includes occupations in which workers are entrusted with public safety, security and protection from destructive forces. The Protective Services – Sworn category is made up of sworn Police and Fire department employees. This is the largest category of City employees, accounting for over one-third of total employees.

In the Stanislaus County area, the largest category of protective services workers is security guards and related occupations which are not truly sworn positions. This category accounts for 975 of the 3,319 employed in Stanislaus County and for 264 of the 569 women employed in this category. The disproportionate numbers from security guards skews the statistics for women in this occupation.

The City is underutilized for Black, American Indian/Alaskan Native and female. Less than one American Indian/Alaskan Native, 0.2, 12 more Blacks, and 54 more females are needed for this category to become fully utilized.

Protective Services – Non-Sworn (47 employees)

This job category includes occupations that perform technical and support work in safety or law enforcement work, which does not require a sworn person. Examples include community service officers and animal control officers.

The City continues to be fully utilized in all categories of Protective Services Non-Sworn.

Administrative Support (177 employees)

This category includes occupations in which workers are responsible for internal and external communications, recording, and retrieval of data and/or information and other paperwork required in an office. The incumbents in this category are mostly secretaries, administrative office assistants, police clerks, account clerks, and accounting technicians.

The City is underutilized for Asian/Pacific Islanders and American Indian/Alaskan Native. Hiring an additional 3 Asian/Pacific Islander, and 1.5 American Indian/Alaskan Native employees would allow the City to be fully utilized in this category.

Skilled Crafts (210 employees)

Skilled Crafts include 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. It includes a variety of jobs such as electricians, tree trimmers, parks crew

leaders, equipment operators, wastewater collection system operators, wastewater treatment plant operators, and water system distribution operators and several types of mechanics.

The City is underutilized in all areas. Full utilization will require hiring less than 1 Black, 9 Hispanic, 5 Asian/Pacific Islander, 1.8 American Indian/Alaskan Native and 6 female employees. The City made progress in all areas except Asian/Pacific Islander.

Service-Maintenance (92 employees)

This category includes occupations in which workers perform duties that 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. In the City labor force, this category is mostly composed of maintenance workers and custodians.

In the private sector, this category includes occupations such as housekeeper, cooks and food servers, hairstylists and manicurists, childcare workers, home health aides and cashiers. This category comprises only 8% of the City workforce but 37.8% of the labor market.

The City is underutilized in all categories. An additional 2 Blacks, 9.8 Hispanic, 2.7 Asian/Pacific Islander, 0.6 American Indian/Alaskan Native and 21.5 female employees would be needed for the City to be fully utilized in this category.

2007-2008 WORKFORCE

EEO-4 Category	Total	Black		Hispanic		Asian/Pacific Islander		American Indian/Alaskan Native		Female	
		#	%	#	%	#	%	#	%	#	%
Officials	131	3	2.3%	16	12.2%	5	3.8%	0	0.0%	62	47.3%
Professionals	119	3	2.5%	11	9.2%	12	10.1%	0	0.0%	43	36.1%
Technicians	31	0	0.0%	4	12.9%	0	0.0%	0	0.0%	12	38.7%
Protective Services Sworn	416	8	1.9%	67	16.1%	10	2.4%	6	1.4%	16	3.9%
Protective Services Non-Sworn	47	0	0.0%	8	17.0%	4	8.5%	0	0.0%	37	78.7%
Administrative Support	177	10	5.6%	53	29.9%	4	2.3%	2	1.1%	167	94.4%
Skilled Crafts	210	2	0.9%	51	24.3%	0	0.0%	2	0.9%	4	1.9%
Service Maintenance	92	0	0.0%	28	30.4%	2	2.2%	1	1.1 %	15	16.3%
TOTAL	1223	26	2.1%	238	19.5%	37	3.0%	11	0.9%	356	29.1%

Officials (131)				
Group	Census	2008 Workforce	2004 Workforce	Trend (2004-2008)
Black	2.10%	2.29%	1.80%	0.49%
Hispanic	15.90%	12.21%	9.91%	2.30%
Asian/PI	3.70%	3.82%	5.41%	-1.59%
Am Ind/AN	1.60%	0.00%	0.00%	0.00%
Female	36.60%	47.33%	39.64%	7.69%
The City is underutilized in two areas.				

Professionals (119)				
Group	Census	2008 Workforce	2004 Workforce	Trend (2004-2008)
Black	2.10%	2.52%	4.27%	-1.75%
Hispanic	11.20%	9.24%	7.69%	1.55%
Asian/PI	5.10%	10.08%	8.55%	1.54%
Am Ind/AN	1.40%	0.00%	0.00%	0.00%
Female	56.10%	36.13%	40.17%	-4.04%
This category is heavily influenced by two occupations – registered nurse and teacher – which accounts for 46% of all professional employees. The City does not employ either occupation.				

Technicians (31)				
Group	Census	2008 Workforce	2004 Workforce	Trend (2004-2008)
Black	4.20%	0.00%	0.00%	0.00%
Hispanic	17.90%	12.90%	13.79%	-0.89%
Asian/PI	6.10%	0.00%	3.45%	-3.45%
Am Ind/AN	1.70%	0.00%	3.45%	-3.45%
Female	49.20%	38.71%	34.48%	4.23%
This category accounts for 31 employees which makes meaningful analysis difficult.				

Protective Services Sworn (416)				
Group	Census	2008 Workforce	2004 Workforce	Trend (2004-2008)
Black	4.70%	1.92%	1.90%	0.02%
Hispanic	14.50%	16.11%	15.68%	0.43%
Asian/PI	2.40%	2.40%	2.14%	0.27%
Am Ind/AN	1.50%	1.44%	1.43%	0.02%
Female	16.80%	3.85%	3.80%	0.05%
Security guards are a significant portion of the labor market for this category. If security guards are disregarded, the sworn work force is 13%. Although the City is still underutilized, some progress has been made.				

Protective Services Non-Sworn (47)				
Group	Census	2008 Workforce	2004 Workforce	Trend (2004-2008)
Black	0.00%	0.00%	0.00%	0.00%
Hispanic	3.70%	17.02%	16.33%	0.69%
Asian/PI	3.70%	8.51%	10.20%	-1.69%
Am Ind/AN	0.00%	0.00%	0.00%	0.00%
Female	68.50%	78.72%	65.31%	13.42%
The City is fully utilized in these areas.				

Administrative Support (177)				
Group	Census	2008 Workforce	2004 Workforce	Trend (2004-2008)
Black	2.70%	5.65%	5.85%	-0.20%
Hispanic	22.80%	29.94%	16.49%	13.45%
Asian/PI	4.10%	2.26%	2.66%	-0.40%
Am Ind/AN	2.00%	1.13%	1.60%	-0.47%
Female	69.10%	94.35%	95.21%	-0.86%
The City is underutilized in two areas but has made progress in two areas of underutilization.				

White with black lettering indicates full utilization
 Black shading with white lettering indicates less than one additional protected group member would achieve full utilization
 Shading with black lettering indicates that one or more protected group member is needed to achieve full underutilization

Skilled Crafts (210)				
Group	Census	2008 Workforce	2004 Workforce	Trend (2004-2008)
Black	1.00%	0.95%	2.27%	-1.32%
Hispanic	28.60%	24.29%	21.82%	2.47%
Asian/PI	2.50%	0.00%	0.91%	-0.91%
Am Ind/AN	1.80%	0.95%	0.45%	0.50%
Female	4.90%	1.90%	1.36%	0.54%
The City is underutilized in all areas. Full utilization will require hiring 9 Hispanic, 5 Asian/Pacific Islander, 2 American Indian/Alaskan Native and 6 female employees.				

Service Maintenance (92)				
Group	Census	2008 Workforce	2004 Workforce	Trend (2004-2008)
Black	2.30%	0.00%	1.01%	-1.01%
Hispanic	41.10%	30.43%	27.27%	3.16%
Asian/PI	5.10%	2.17%	2.02%	0.15%
Am Ind/AN	1.70%	1.09%	1.01%	0.08%
Female	39.70%	16.30%	14.14%	2.16%
In the private sector, this category includes occupations such as housekeeper, cooks and food servers, hairstylists and manicurists, childcare workers, home health aides and cashiers. This category comprises only 8% of the City workforce, but 37.8% of the labor market.				

TOTAL (1223 ees)				
Group	Census	2008 Workforce	2004 Workforce	Trend (2004-2008)
Black	2.27%	2.13%	2.59%	-0.47%
Hispanic	27.66%	19.46%	16.53%	2.93%
Asian PI	4.38%	3.03%	3.24%	-0.22%
Am Ind AN	1.73%	0.90%	0.97%	-0.07%
Female	45.13%	29.11%	27.96%	1.15%

White with black lettering indicates full utilization
Black shading with white lettering indicates less than one additional protected group member would achieve full utilization
Shading with black lettering indicates that one or more protected group member is needed to achieve full underutilization

NEW HIRES

In Fiscal Year 2007-2008, the City hired 81 new employees which is about a 54% decrease over Fiscal Year 2006-2007. Of the total new hires, 38 (46.9%) were White Male, 1 (1.2%) was Black Male, 16 (19.8%) were Hispanic Male, 3 (3.7%) were Asian/Pacific Islander Male, and none were Native American/Alaska Native Male. Of the 23 females (28.4%) hired, 20 (24.7%) were White Female, none were Black Female, 3 (3.7%) were Hispanic Female, and none were Asian/Pacific Islander Female or Native American/Alaska Native Female. The total Female and minority representation is 43 new hires from a total of 81 hired for a new hire rate of 53.1%.

New Hires for FY 2007–2008	# of Employees	% of New Hires
Female	23	28.4%
Male	58	71.6%
Black	1	1.2%
Hispanic	19	23.4%
Asian/Pacific Islander	3	3.7%
Native American/Alaskan Native	0	0.0%
White	58	71.6%
Total New Hires	81	

PROMOTIONS

In Fiscal Year 2007-2008, the City promoted 102 employees. Of the total promotions, 57 (55.9%) were White Male, 3 (2.9%) were Black Male, 13 (12.7%) were Hispanic Male, 1 (1.0%) was Asian/Pacific Islander Male, and none were Native American/Alaska Native Male. Of the 28 females promoted, 17 (16.7%) were White Female, 1 (1.0%) was Black Female, 10 (9.8%) were Hispanic Female, none were Asian/Pacific Islander Female, and none were Native American/Alaska Native Female. The total Female and minority representation is 45 promotions of 102 promoted, for a promotion rate of 44.1%.

Promotions for FY 2007–2008	# of Employees	% of Promotions
Female	28	27.5%
Male	74	72.5%
Black	4	3.9%
Hispanic	23	22.5%
Asian/Pacific Islander	1	1.0%
Native American/Alaskan Native	0	0.0%
White	74	72.5%
Total Promotions	102	

RESIGNATIONS AND TERMINATIONS

In Fiscal Year 2007-2008, 66 employees left City service other than by retirement. Of the total separations, 39 (59.1%) were White Male, 3 (4.5%) were Black Male, 5 (7.6%) were Hispanic Male, 1 (1.5%) was Asian/Pacific Islander Male, and none were Native American/Alaska Native Male. Of the 18 females (27.3%) who separated, 16 (24.2%) were White Female, none were Black Female, 2 (3.0%) were Hispanic Female, none were Asian/Pacific Islander Female, and none were Native American/Alaska Native Female. The total Female and minority representation is 27 separations from a total of 66 separating for a separation rate of 40.9%.

Resignations and Terminations for FY 2007–2008	# of Employees	% of Separations
Female	18	27.3%
Male	48	72.7%
Black	3	4.5%
Hispanic	7	10.6%
Asian/Pacific Islander	1	1.5%
Native American/Alaskan Native	0	0.0%
White	55	83.3%
Total Resignations and Terminations	66	

RETIREMENTS

In Fiscal Year 2007-2008, 32 employees retired from City service. Of the total retirements, 25 (78.1%) were White Male, 1 (3.1%) was Black Male, 2 (6.3%) were Hispanic Male, none were Asian/Pacific Islander Male, and none were Native American/Alaska Native Male. Of the 4 females (12.5%) who retired, all 4 were White Female, none were Black Female, Hispanic Female, Asian/Pacific Islander Female, or Native American/Alaska Native Female. The total Female and minority representation is 7 separations from a total of 32 separating, for a retirement rate of 21.9%.

Retirements for FY 2007–2008	# of Employees	% of Retirements
Female	4	12.5%
Male	28	87.5%
Black	1	3.1%
Hispanic	2	6.3%
Asian/Pacific Islander	0	0.0%
Native American/Alaskan Native	0	0.0%
White	29	90.6%
Total Retirements	32	

RECRUITMENTS

The City conducted 75 recruitments - 63 full time and 12 part time positions, during Fiscal Year 2007-2008, and received 9,352 applications, with 89% submitting applications through NeoGov, the City's online application system. The application pool consisted of 5,867 Male and 3,485 Female applicants. The application pool consisted of 4,164 White, 631 Black, 2,051 Hispanic, 714 Asian/Pacific Islander, 79 Native American/Alaskan Native, 1,459 other with 254 choosing to not identify. The total minority and female representation is 6,690 applications from 9,352 for a total of 71.5%.

Applications for FY 2007-2008	REGULAR EMPLOYMENT		TEMPORARY EMPLOYMENT		TOTAL	
	# of Applicants	% of Applicants	# of Applicants	% of Applicants	# of Applicants	% of Applicants
Female	2,531	36.81%	954	38.53%	3,485	37.26%
Male	4,345	63.19%	1,522	61.47%	5,867	62.74%
Not Identifying Gender	0	0.00%	0	0.00%	0	0.00%
Total	6,876	100.00%	2,476	100.00%	9,352	100.00%
Not identifying ethnicity	189	2.75%	65	2.63%	254	2.72%
Black	419	6.09%	212	8.56%	631	6.75%
Hispanic	1,377	20.03%	674	27.22%	2,051	21.93%
Asian/Pacific Islander	518	7.53%	196	7.92%	714	7.63%
Native American/ Alaskan Native	61	0.89%	18	0.73%	79	0.84%
Other	1,037	15.08%	422	17.04%	1,459	15.60%
White	3,275	47.63%	889	35.90%	4,164	44.53%
Total	6,876	100.00%	2,476	100.00%	9,352	100.00%

APPLICANTS - MALE ETHNICITY							
EEO-4 CATEGORIES	UNKNOWN	WHITE	BLACK	HISPANIC	ASIAN/PACIFIC ISLANDER	NATIVE AMERICAN/ALASKAN NATIVE	Other
TEMPORARY	40	550	137	394	127	8	266
OFFICIALS	16	401	37	80	57	5	93
PROFESSIONALS	42	324	43	103	91	4	91
TECHNICIANS	3	34	8	14	8	1	21
PROTECTIVE SERVICES SWORN	32	722	122	281	110	7	244
PROTECTIVE SERVICES NON-SWORN	6	98	8	31	4	2	21
ADMIN SUPPORT	6	50	5	34	9	1	20
SKILLED CRAFT	18	456	35	289	35	13	162
SERVICE/MAINTENANCE	2	27	0	3	0	1	15
Total	165	2,662	395	1,229	441	42	933
Percentage of Applications	1.76%	28.47%	4.22%	13.14%	4.72%	0.45%	9.98%

APPLICANTS - FEMALE ETHNICITY							
EEO-4 CATEGORIES	UNKNOWN	WHITE	BLACK	HISPANIC	ASIAN/PACIFIC ISLANDER	NATIVE AMERICAN/ALASKAN NATIVE	Other
TEMPORARY	25	339	75	280	69	10	156
OFFICIALS	13	197	27	62	26	3	61
PROFESSIONALS	24	290	41	127	83	5	75
TECHNICIANS	0	44	6	9	7	1	27
PROTECTIVE SERVICES SWORN	13	161	33	92	34	2	93
PROTECTIVE SERVICES NON-SWORN	1	44	1	16	2	0	15
ADMIN SUPPORT	13	409	49	227	49	13	93
SKILLED CRAFT	0	18	4	9	3	3	6
SERVICE/MAINTENANCE	0	0	0	0	0	0	0
Total	89	1,502	236	822	273	37	526
Percentage of Applications	0.95%	16.06%	2.52%	8.79%	2.92%	0.40%	5.62%

*Data presented reflects recruitments conducted by the Personnel Department and does not include any data from recruitments conducted by consultants which primarily affects the "Officials" category.

Job Fairs

The City of Modesto Personnel Department participated in four job fairs or other recruiting events during Fiscal Year 2007–2008. Participation in these events is a means for providing extended outreach and recruiting programs in an effort to diversify the applicant pool.

The City of Modesto participated in the following recruiting events:

- Modesto Junior College Job Fair
- Veterans' Affairs Job Fair
- California State University Stanislaus Job Fair
- University of Pacific Job Fair
- Modesto City Schools ROP Fire classes

Reasonable Accommodation

The City engages in the interactive process with employees seeking a reasonable accommodation due to a disability. This process is flexible, on-going and reviewed on a case-by-case basis since job requirements and potential reasonable accommodations must be reassessed as the job or the employee's abilities and/or restrictions change. For Fiscal Year 2007-2008, the City worked with approximately 12 employees through the interactive process.

SUMMARY

The City of Modesto workforce decreased during the fiscal year, with a loss of 21 employees. New hires decreased by 68 to 81, and resignations and separations decreased from 81 to 66. Although retirements had been trending upward, they decreased from 41 to 32 in this fiscal year.

The number of female employees remained the same at 29% of the total workforce. The number of minority employees continues to trend slightly upward, from 273 in 2002–2003, to 288 in 2003–2004, to 294 in 2004-2005, to 299 in 2005-2006 to 308 in 2006-2007, and 312 in 2007-2008. There was a slight decrease in the number of Black employees (by 4), and Asian/Pacific Islander (by 1). American Indian/Alaskan Native remained the same, and there was an increase in the number of Hispanic, by 9 employees.

The City is currently underutilized by one or more employees in 21 of 40 areas which is a slight increase from last fiscal year. The most significant area of underutilization remains Female, which is underutilized by one or more positions in five of eight categories. Women are fully utilized in Officials/Administrators, Administrative Support and Protective Services Non-Sworn. The City is closest to being fully utilized for Black with only three categories being underutilized by one or more positions.

We strive to attract and retain a socially diverse and culturally rich workforce, reflective of our local labor market. We continue to emphasize recruitment efforts to ensure a diverse applicant population and strive to inform candidates of City opportunities through outreach programs.

The City is in compliance with the Uniformed Services Employment and Reemployment Rights Act (USERRA) which protects the job rights of individuals who voluntarily or involuntarily leave employment positions to undertake military service or certain types of service in the National Disaster Medical System.

During the upcoming year, the City will continue to proactively identify opportunities to recruit and retain qualified candidates, consistent with state and federal laws, and will continue to identify and implement specialized marketing efforts to ensure we remain an equal opportunity employer.