



U.S. Department
of Transportation
**Federal Highway
Administration**

Alaska Division
January 25, 2013

P.O. Box 21648
Juneau, AK 99802-1648
(907) 586-7418
(907) 586-7420
www.fhwa.dot.gov/akdiv

In Reply Refer To:
CIVL 8

Mr. Pat Kemp
Commissioner
Department of Transportation and Public Facilities
P.O. Box 112500
Juneau, AK 99811

Dear Mr. Kemp:

We received a copy of the Department of Transportation and Public Facilities' 2012 EEO Annual Assurances Update. A review of the Update has been completed and it is considered approved.

Should you have any questions regarding this document, please contact Ms. Elizabeth Hoffman, Civil Rights/Realty Programs Specialist, at (907) 586-7188 or Elizabeth.hoffman@dot.gov.

Sincerely,

David C. Miller
Division Administrator

Electronically cc:

Mark O'Brien, DOT&PF, DBE Liaison Officer
Dennis Good, DOT&PF, Civil Rights Office Manager
Mary Siroky, DOT&PF, Affirmative Action Officer
Sherilyn Knight, DOT&PF, Equal Employment Officer



THE STATE
of **ALASKA**
GOVERNOR SEAN PARNELL

Department of Transportation and
Public Facilities

OFFICE OF THE COMMISSIONER
Patrick J. Kemp, P.E., Commissioner

3132 Channel Drive
P.O. Box 112500
Juneau, Alaska 99811-2500
Main: 907.465.3900
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dot.state.ak.us

January 7, 2013

Mr. David C. Miller
Division Administrator
Federal Highway Administration
Alaska Division
P.O. Box 21648
Juneau, Alaska 99802

Dear Mr. Miller:

Enclosed is a copy of the 2012 EEO Annual Assurances Update submittal, Parts I and II. Part I, Contractor Compliance, includes an update for the External Civil Rights Program. Part II, the Internal EEO Section, includes updated hiring goals for the Internal Equal Employment Opportunity Program.

I look forward to working with you in managing the department's External and Internal Civil Rights programs. Please feel free to call me with any questions or concerns you may have.

Sincerely,

A handwritten signature in black ink, appearing to read "P. Kemp".

Patrick J. Kemp, P.E.
Commissioner
Equal Employment Opportunity Representative

Enclosures

cc: Mark O'Brien, DBE Liaison Officer
Dennis Good, Manager, Civil Rights Office
Mary Siroky, Affirmative Action Officer
Sherilyn Knight, Equal Employment Officer



2012 EEO ANNUAL ASSURANCES UPDATE

Department of Transportation

& Public Facilities

P.O. Box 112500

Juneau, Alaska 99811-2500

Patrick J. Kemp, P.E.

Commissioner

Equal Employment Opportunity (EEO) Representative

July 1, 2011 through June 30, 2012

Part I: Contractor Compliance

Part II: Internal EEO Program

Part 1: Contractor Compliance

A. *Organization, Resources, and Structure*

Civil Rights Office (CRO)

- **Civil Rights Manager** – Dennis Good effective January 2013

- **Contract Compliance Officer** – Grace San Miguel Morfield effective February 2013

- **Contract Compliance Specialist** – Winnie Cichosz since May 2012

- **OJT & DBE Support Services Coordinator** – Norma Lucero since July 2008

- **OJT & DBE Support Services Assistant** – Bernice Nisbett since August 2012

- **DBE Certification Officer** – Corlotta Robinson since July 2012

- **DBE Certification Specialist** – Corinne Rowland since August 2012

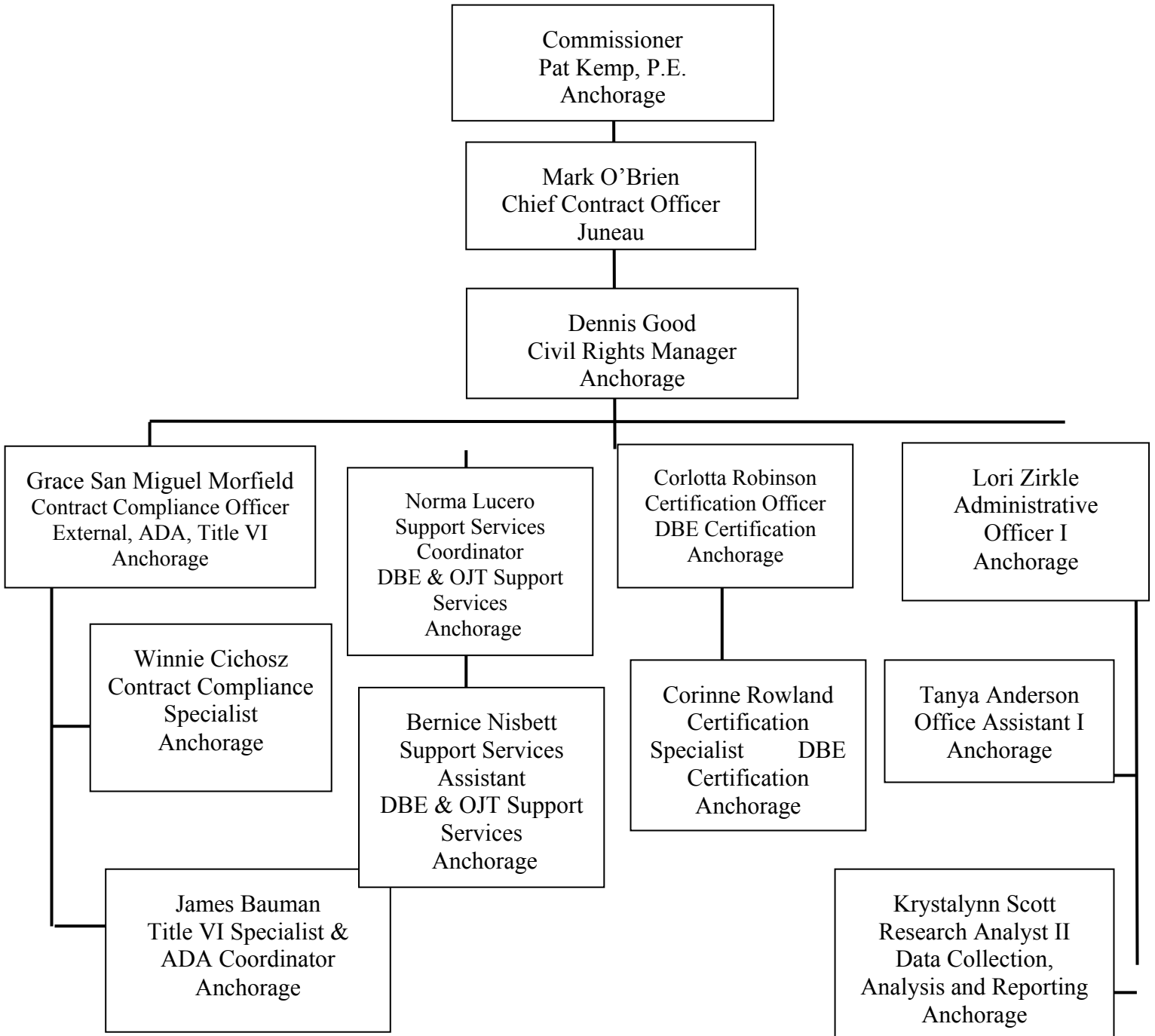
- **Administrative Officer I** – Lori Zirkle since November 2012

- **Office Assistant I** – Tanya Anderson since August 2011

- **Title VI Specialist & ADA Coordinator** – James Bauman since May 2012

- **Research Analyst II** – Krystalynn Scott since January 2012

Civil Rights Office-Organization Chart



The Civil Rights Office Total operating budget for State FY12 is \$1,130,300

B. *Compliance Procedures*

Due to several vacancies experienced by the Civil Rights Office, (CRO) an Operating Method was not completed in 2012 but will be produced during FY2013.

C. *Accomplishments*

1. *Contract Compliance Review Activities*

The Department's Contract Compliance goal for FY12 was to conduct ten (10) Contract Compliance Reviews (CCRs). During FY12, there were ten (10) contractors that received comprehensive CCRs, and two (2) follow-up reviews were conducted.

The CRO plans to conduct ten (10) Comprehensive Project Reviews for FY13 and if any, conduct follow up reviews that resulted from FY12.

Contract Compliance Reviews for 2012

CONTRACTOR	CAP (Approved/SCN Rescinded)	REVIEW (Comprehensive/ Follow-up)	FINDING
Brechan Enterprises, Inc.		Follow-up	In-Compliance
Bristol Construction Services, LLC		Comprehensive	In-Compliance
Hamilton Construction Company (Oregon)	CAP Approved	Comprehensive	Non-Compliance
Kennerson Excavation		Follow-up	In-Compliance
Norcon, Inc.	Pending CAP submittal	Comprehensive	Non-Compliance
Great Northwest, Inc.		Comprehensive	In-Compliance
Miller Construction		Comprehensive	In Progress
Quality Asphalt Paving		Comprehensive	In-Compliance
Brechan-Pruhs Joint Venture		Comprehensive	In-Compliance
Bering Pacific Construction		Comprehensive	In-Compliance
Southeast Road Builders		Comprehensive	In-Compliance
Western Marine Construction, Inc.		Comprehensive	In Compliance

Contract Compliance Reviews

AK-01-2012 - Brechan Enterprises, Inc. - Follow-up

EEO/AA Program - The contractor's EEO Affirmative Actions were found in-compliance.

DBE Program - DBE Goal 0%.

OJT Program - OJT Goal - 1 position at 450 hours. The contractor reported 486.25 hours and successfully fulfilled and exceeded the OJT goal.

AK-02-2012 - Bristol Construction Services, LLC. - Comprehensive

The Contractor is a sub-contractor for this review.

EEO/AA Program – The contractor's EEO Affirmative Actions were found in-compliance.

DBE Program - DBE Goal 0%.

OJT Program - OJT Goal - 1 position at 450 hours - The contractor reported 619.75 hours and successfully fulfilled and exceeded the OJT goal.

AK-03-2012 - Hamilton Construction Company - Comprehensive

EEO/AA Program - The contractor's EEO Affirmative Actions were found non-compliance. A Show Cause Notice was issued to the contractor and a Corrective Action Plan was submitted and approved by the Civil Rights Office.

DBE Program - DBE Goal 0%.

OJT Program - OJT Goal - 2 positions at 1025 hours - The contractor reported 1074 hours and successfully fulfilled and exceeded the OJT goal.

AK-04-2012 - Kennerson Excavation - Follow-up

EEO/AA Program - The contractor's EEO Affirmative Actions were found in-compliance.

DBE Program - DBE Goal 0%

OJT Program - OJT Goal – Not applicable on a Follow-up review.

AK-05-2012 - Norcon, Inc. - Comprehensive

The Contractor is a sub-contractor for this review.

EEO/AA Program - The contractor's EEO Affirmative Actions were found non-compliance. A Show Cause Notice was issued to the contractor and a submittal of Corrective Action Plan is pending.

DBE Program - The DBE Goal for this review is the prime contractor responsibilities and not the subcontractor.

OJT Program - The OJT Goal for this review is the prime contractor's responsibilities and not the subcontractor.

AK-06-2012 - Great Northwest, Inc. - Comprehensive

EEO/AA Program - The contractor's EEO Affirmative Actions were found in-compliance.

DBE Program - DBE Goal 2.7%. The contractor has successfully performed a GFE and the committed DBE participation is 0.12%.

OJT Program - OJT Goal - 4 positions at 1,850 hours. The contractor successfully fulfilled and exceeded the OJT goals with a total OJT hours of 2,935 hours.

AK-07-2012 - Miller Construction - Comprehensive

EEO/AA Program - Contract Compliance Review for this contractor is still in progress.

DBE Program - DBE Goal 11.6%. The contractor committed a DBE Participation of 11.9% which is over the DBE Goal.

OJT Program - OJT Goal - 2 positions at 1000 hours. The contractor successfully fulfilled and exceeded the OJT goals with a total of 1358.50 OJT hours.

AK-08-2012 - Quality Asphalt Paving - Comprehensive

EEO/AA Program - The contractor's EEO Affirmative Actions were found

in-compliance.

Disadvantaged Business Enterprises Program - DBE Goal 11.4%. The contractor has successfully performed a GFE and the committed DBE participation is 0.17%.

On The Job Training Program - OJT Goal - 7 positions for 3475 hours. The contractor has achieved 2898.5 hours so far and is short of 576.50 hours. The remaining hours to fulfill the OJT goal will be completed next construction season.

AK-09-2012 - Brechan-Pruhs Joint Venture - Comprehensive

EEO/AA Program - The contractor's EEO Affirmative Actions were found in-compliance.

DBE Program - DBE Goal 14.5%. The contractor has successfully performed a GFE and the committed DBE participation is 7.23%.

OJT Program - OJT Goal - none.

AK-10-2012 - Bering Pacific Construction - Comprehensive

EEO/AA Program - The contractor's EEO Affirmative Actions were found in-compliance.

DBE Program - DBE Goal 0%.

OJT Program - OJT Goal - 2 positions for 1000 hours. The contractor successfully fulfilled and exceeded the OJT goals with a total OJT hours of 1333 hours.

AK-11-2012 - Southeast Road Builders - Comprehensive

EEO/AA Program - The contractor's EEO Affirmative Actions were found in-compliance.

DBE Program - DBE Goal 15.6%. The contractor has successfully performed a GFE and the committed DBE participation is 9.68%. The DBE payment records show that as of October 2012 the contractor has exceeded the committed percent and has utilized 19.47% DBE participation.

OJT Program - OJT Goal – none.

AK-12-2012 - Western Marine Construction Inc. - Comprehensive

EEO/AA Program - The contractor's EEO Affirmative Actions were found in-compliance.

DBE Program - DBE Goal 0%.

OJT Program - OJT Goal – none.

2. Contract Sanctions

There was no contract sanctioned against a contractor in FY12.

3. Complaints

There were no complaints received in FY12.

D. Section 504 of the Rehab Act of 1973 and Americans with Disabilities Act of 1990 Compliance

Workplace Accommodations

There was no workplace accommodation request denied in FY12.

Complaint Investigations

There no complaint received in FY12.

Part II: 2012 Internal EEO Assurances Update
July 1, 2011 – June 30, 2012

Alaska Department of Transportation & Public Facilities
P.O. Box 112500
Juneau, Alaska 99811-2500

Completed by:



Sherilyn Knight

Human Resource Manager/Equal Employment Officer

Telephone Number/Email Address:

[907.465.8977](tel:907.465.8977)/Sherilyn.Knight@alaska.gov

APPROVAL SECTION:



Mary Siroky

Affirmative Action Officer

1/14/13
Date



Patrick J. Kemp, P.E.

Commissioner

Equal Employment Opportunity Representative

1/14/13
Date

#1 Introduction – History

There have been no changes to report on the history of the Alaska Department of Transportation and Public Facilities (department).

#2 Introduction – Geography

There have been no changes to the functions and responsibilities of the department.

#3 Introduction – Services

There have been no changes to the services provided by the department.

#4 Introduction – Personnel

The officials/administrators in the department serve at the pleasure of the Governor of Alaska, Sean Parnell. On November 2, 2010, Governor Sean Parnell was elected to serve a full four-year term as Governor. The Governor is responsible for appointing the Commissioner of the Alaska Department of Transportation and Public Facilities. The Commissioner is responsible for appointing the top management team. The following people are currently appointed to management positions in the department:

Commissioner: Commissioner: Patrick Kemp (beginning October 1, 2012)

Deputy Commissioner Highways & Public Facilities: Vacant

Division of Design and Engineering Services: Roger Healy

Division of Program Development: Jeff Ottesen

Division of Measurement Standards & Commercial Vehicle Enforcement: Daniel Smith

Deputy Commissioner Aviation: Steven Hatter

Deputy Commissioner Marine Operations: Vacant

General Manager Alaska Marine Highway System: Captain John F. Falvey

Operations Manager: Anthony Karvelas

Marine Engineering Manager: Narcisco (Cisco) Flores

Business Enterprise and Development Manager: Richard D. Leary

Statewide Administrative Services Division: Mary Siroky (beginning December 19, 2011)

Central Region Director: Rob Campbell (beginning January 18, 2011)

Division of Design and Construction: Kasandra (Kim) Rice (beginning June 16, 2011)

Northern Region Director: James Stephen Titus

Division of Highways & Aviation: William O'Halloran (beginning March 21, 2011)

Southeast Region Director: Albert Clough (beginning July 1, 2011)

Division of Construction, Maintenance & Operations: Reuben Yost (beginning March 1, 2011)

#5 Introduction – Hiring

There have been no changes to the methods used to fill vacancies. The State of Alaska is implementing a new recruiting system, NEOGOV's INSIGHT. The new online recruitment system will have the capability to track internal EEO related information and applicant flow data.

#6 Introduction – Contracts

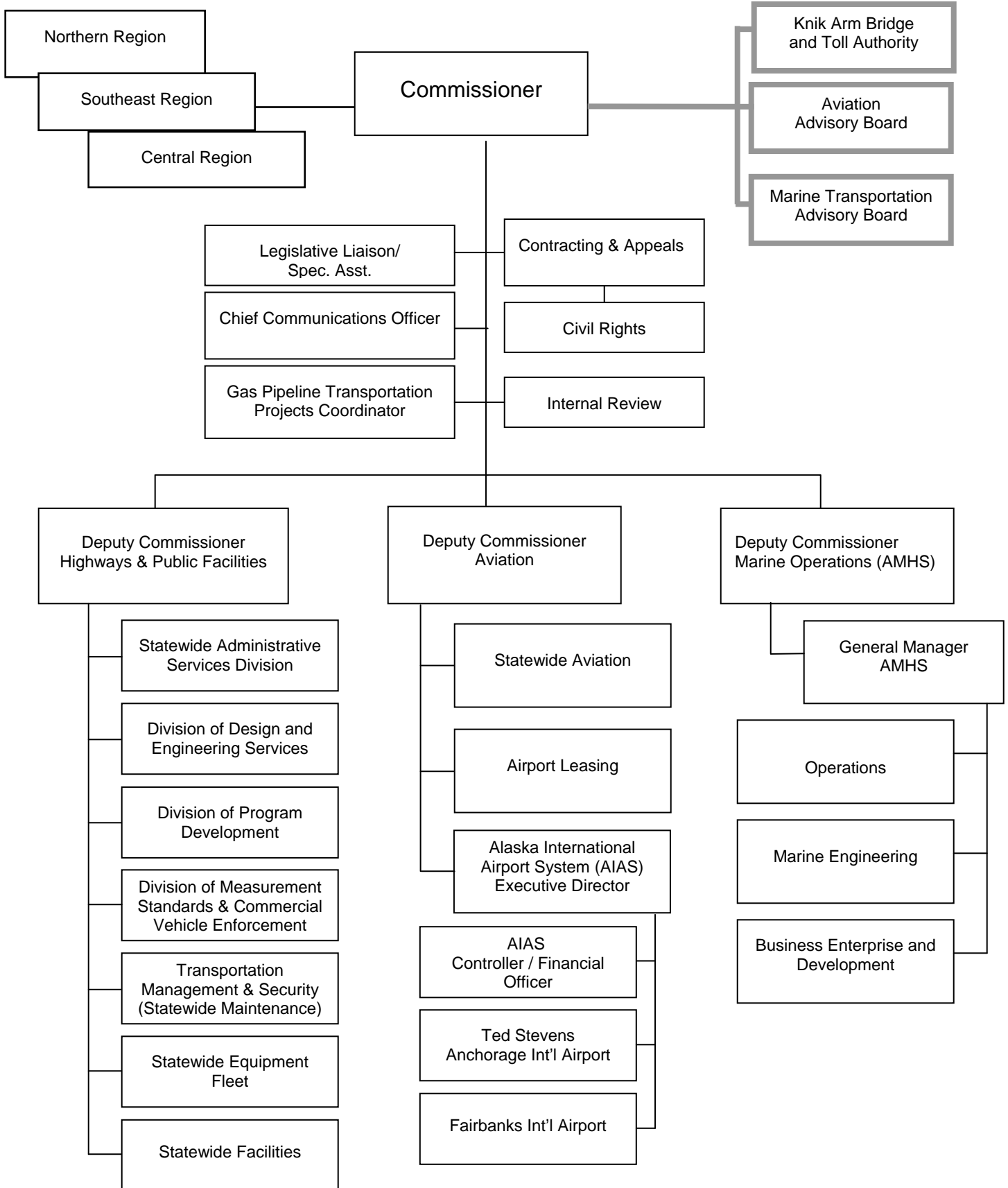
Approximately 58% of the department’s operating budget is from State funds generated primarily from oil-related revenues. In State FY12, the operating budget was \$611 million. The legislature authorized a capital budget for State FY12 in the amount of \$1.1 billion of which \$874 million is from federal sources.

#7 Introduction – Organizational Charts

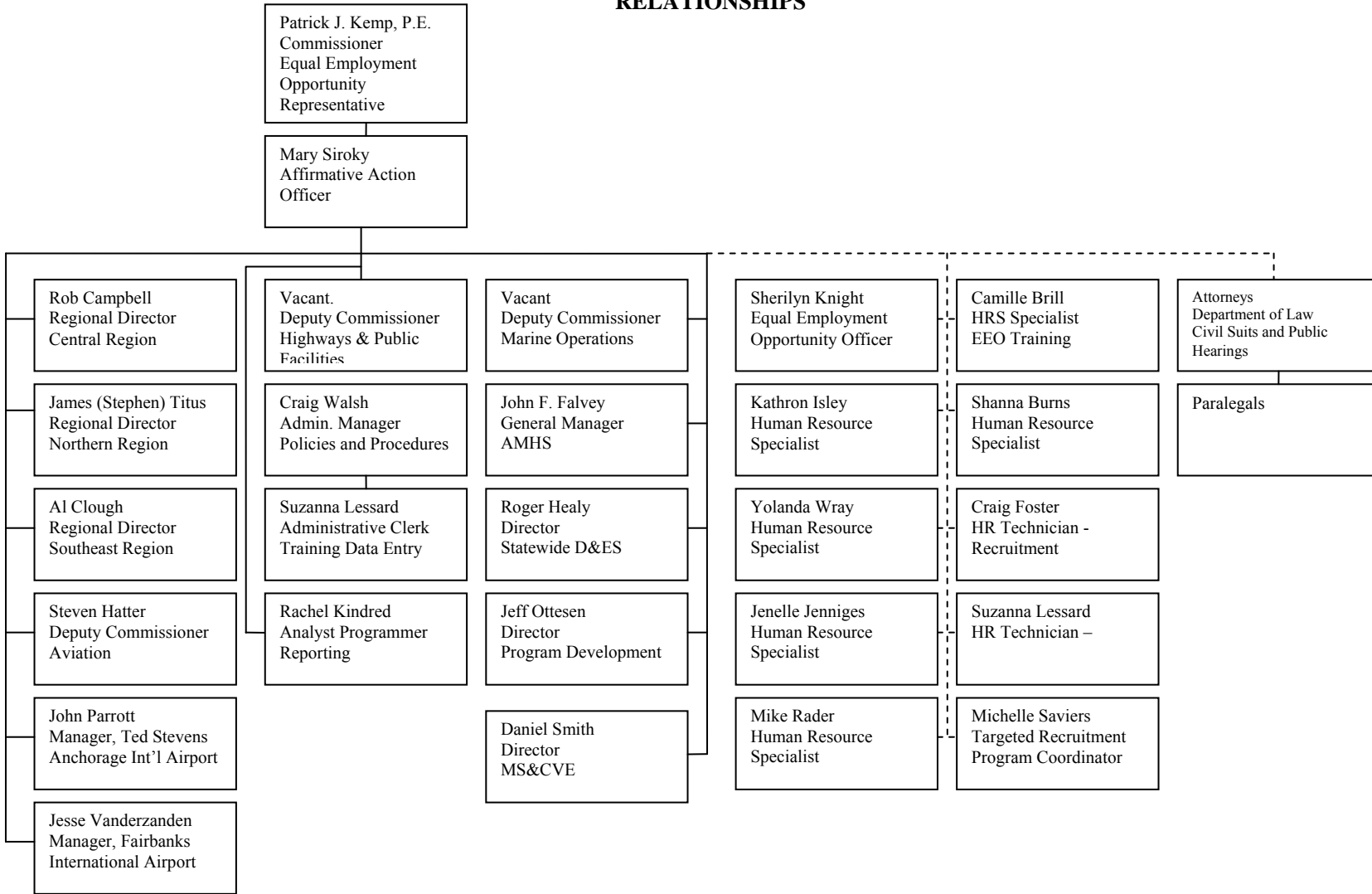
There have been no changes to the department’s organizational structure during FY 2012.

Internal EEO Reporting Relationships are also memorialized in an organizational chart.

Department of Transportation and Public Facilities



**ALASKA DEPARTMENT OF TRANSPORTATION &
PUBLIC FACILITIES INTERNAL EEO REPORTING
RELATIONSHIPS**



STATEMENT ON EQUAL EMPLOYMENT OPPORTUNITY

As Commissioner and Chief Executive Officer of the Department of Transportation and Public Facilities, I am personally committed to the principles and spirit of Equal Employment Opportunity (EEO) for all employees and employment applicants.


Therefore, be it known that it is a fundamental policy of the Department to assure equal opportunity in employment to all individuals regardless of race, color, gender, religion, national origin, age, or disability. Equal Employment Opportunity and Affirmative Action Programs are legal, social, and economic requirements for the success of the Department and as such will continue to receive my personal attention and guidance. To further assure that appropriate program measures are implemented and monitored, I have designated Mary Siroky as the Affirmative Action Officer and Sherilyn Knight as the Equal Employment Officer.

Our Equal Opportunity/Affirmative Action Program will pervade all human resource practices including, but not limited to, recruiting, hiring, transfers, promotions, training, compensation, benefits, recognition, and all forms of employment. Equal Employment Opportunity positively affects the development of our entire workforce, and active Affirmative Action Programs will provide a more positive employment environment which benefits this Department and all of its employees.

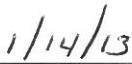
For effective administration and implementation of the Equal Employment Opportunity Program, there must be involvement, commitment and support of executives, managers and supervisors. My office has advised each supervisor, manager and executive in the Department that responsibility for positive implementation of the Affirmative Action Program will be expected and shared by all management and supervisory personnel. Supervisors, managers and executives have been further advised that they will be held accountable for their actions in this area and will be evaluated in carrying out these responsibilities.

Equal Employment Opportunity is not only the law, but it is fundamental to the Department's operations. I expect each employee and manager to cooperate fully by integrating and promoting Equal Employment Opportunity at all levels.

As an expression of the commitment to and support of the Department's Affirmative Action Program, below is my signature, as Commissioner of Transportation and Public Facilities.



Patrick J. Kemp, P.E., Commissioner
Equal Employment Opportunity Representative



Date

Responsibility for Implementation

There has been no change in responsibilities for implementing the department's Affirmative Action Plan.

2000 Census of Population and Employment by Ethnic Group and Gender

State of Alaska	Number	Percent
Total Population	670,053	100%
White	510,393	76.2%
Black	31,395	4.7%
Hispanic	37,498	5.6%
Asian Pacific Islander	47,422	7.1%
Am. Indian/Ak. Native	123,239	18.4%
Some other race*	15,151	2.3%
Two or more races	34,146	5.1%

Total Labor Force by Occupational Categories*													
EEO-4 Category	White Female	Black Female	Hispanic Female	Asian Female	Am. Indian/Ak. Native Female	Total Females	White Male	Black Male	Hispanic Male	Asian Male	Am Indian/Ak Native Male	Total Male	Total Labor Force
Officials/Administrators	13,255	1,080	500	1,550	4,380	20,765	20,025	990	500	1,390	3,730	26,635	47,400
Professionals	25,680	1,480	665	1,890	6,540	36,255	23,265	1,070	475	1,460	3,440	29,710	65,965
Technicians	2,460	280	105	190	728	3,763	3,235	120	115	138	650	4,258	8,021
Protective Services ¹	720	30	45	60	290	1,145	3,940	500	130	250	1,640	6,460	7,605
Protective Services ²	265	30	8	8	68	379	95	0	0	0	100	195	574
Administrative Support	38,110	3,320	1,815	5,240	17,590	66,075	15,900	1,900	1,100	2,470	5,490	26,860	92,935
Skilled Craft	1,630	100	60	78	680	2,548	28,050	1,160	1,045	1,150	10,360	41,765	44,313
Service/Maintenance	19,820	2,450	1,940	6,320	11,898	42,428	29,335	3,870	2,605	7,350	17,940	61,100	103,528
Total	101,940	8,770	5,138	15,336	42,174	173,358	123,845	9,610	5,970	14,208	43,350	196,983	370,341

¹Sworn ²Non-Sworn

The above labor market data is derived from the 2000 U.S. Census, EEO Reporting Tool

EEO-4 Category	Availability %					
	Minorities by Racial Category					
	Total Females	Total Minorities	Black	Hispanic	Asian	Am. Indian/Ak. Native
Officials/Administrators	43.8	29.8	4.4	2.1	6.2	17.1
Professionals	55.0	25.8	3.9	1.7	5.1	15.1
Technicians	46.9	29.0	5.0	2.7	4.1	17.2
Protective Services ¹	15.1	38.7	7.0	2.3	4.1	25.4
Protective Services ²	66.0	37.3	5.2	1.4	1.4	29.3
Administrative Support	71.1	41.9	5.6	3.1	8.3	24.8
Skilled Craft	5.8	33.0	2.8	2.5	2.8	24.9
Service/Maintenance	41.0	52.5	6.1	4.4	13.2	28.8

*Per the U.S. Census, the eight categories will add to more than the total population and the percentages may add to more than 100% because individuals were allowed to report more than one race. "Some other race" – the respondent identified with a race not identified on the census.

FULL-TIME WORKFORCE ANALYSIS BY EEO-4 CATEGORY

ALASKA DEPARTMENT OF TRANSPORTATION & PUBLIC FACILITIES

Employment Data: July 1, 2012

EEO-4 Category	White Female	Black Female	Hispanic Female	Asian Female	Am. Indian/Ak. Native Female	White Male	Black Male	Hispanic Male	Asian Male	Am. Indian/Ak. Native Male	TOTAL
Officials/Administrators	6	0	0	0	1	18	0	1	0	1	27
%	22.2	0.0	0.0	0.0	3.7	66.7	0.0	3.7	0.0	3.7	100.0
Professionals	279	5	6	16	20	529	8	10	22	13	908
%	30.7	.6	.7	1.8	2.2	58.2	.9	1.1	2.4	1.4	100.0
Technicians	17	0	1	1	2	34	1	0	3	3	62
%	27.4	0.0	1.6	1.6	3.2	54.8	1.6	0.0	4.9	4.9	100.0
Protective Services	8	0	0	0	1	67	4	3	3	3	89
%	8.9	0.0	0.0	0.0	1.1	75.3	4.5	3.4	3.4	3.4	100.0
Paraprofessional	34	4	5	3	10	15	0	1	0	0	72
%	47.2	5.6	6.9	4.2	13.9	20.8	0.0	1.4	0.0	0.0	100.0
Administrative Support	136	9	4	10	16	27	3	0	2	5	212
%	64.2	4.2	1.9	4.7	7.5	12.7	1.4	0.0	1.0	2.4	100.0
Skilled Craft	16	1	0	1	2	741	11	11	26	91	900
%	1.7	.1	0	.1	.5	82.3	1.2	1.2	2.9	10	100.0
Service/Maintenance	66	2	4	22	8	258	11	13	49	36	469
%	14.1	.4	.8	4.7	1.7	55.0	2.3	2.8	10.5	7.7	100.0
Total	562	21	20	53	60	1689	38	39	105	152	2739
%	20.5	.8	.7	1.9	2.2	61.7	1.4	1.4	3.9	5.5	100.0

Personnel Activities – Full-Time New Hires Agency Wide FY 2012													
EEO-4 Category	White Female	Black Female	Hispanic Female	Asian/Pacific Female	Am. Indian/Ak. Native Female	Total Female	White Male	Black Male	Hispanic Male	Asian/Pacific Male	Am. Indian/AK. Native Male	Total Male	Grand Total
Officials/Administrators	1					1	1					1	2
Professionals	24	1		2		27	35	1		3	3	42	69
Technicians	6					6	18			1	1	20	26
Protective Services	1					1	8			1		9	10
Paraprofessionals	1					1						0	1
Administrative Support	27	2	1	3	6	39	8	1	1	1	1	12	51
Skilled Craft	4	1				5	117	2	3	2	21	145	150
Service/Maintenance	37		3	3	3	46	72	3	4	5	11	95	141
Total	101	4	4	8	9	126	259	7	8	13	37	324	450
Personnel Activities – Promotions Agency Wide FY 2012													
EEO-4 Category	White Female	Black Female	Hispanic Female	Asian/Pacific Female	Am. Indian/Ak. Native Female	Total Female	White Male	Black Male	Hispanic Male	Asian/Pacific Male	Am. Indian/AK. Native Male	Total Male	Grand Total
Officials/Administrators							1					1	1
Professionals	25			4	8	37	65		1	4	2	72	109
Technicians	5					5	17			1	3	21	26
Protective Services	2					2	15			1		16	18
Paraprofessionals	1					1							1
Administrative Support	26	1	2	4	3	36	8		3	1		12	48
Skilled Craft	3				1	4	89	1	2	4	6	102	106
Service/Maintenance	11		1		4	16	17			3	3	23	39
Total	73	1	3	8	16	101	212	1	6	14	14	247	348
Personnel Activities – Training Agency Wide FY 2012													
EEO-4 Category	White Female	Black Female	Hispanic Female	Asian/Pacific Female	Am. Indian/Ak. Native Female	Total Female	White Male	Black Male	Hispanic Male	Asian/Pacific Male	Am. Indian/AK. Native Male	Total Male	Grand Total
Officials/Administrators	14				13	27	22					22	49
Professionals	535	3	6	39	38	621	888	8	18	36	18	968	1589
Technicians	27				9	36	60	1	1	2	4	68	104
Protective Services						0	1		2			3	3
Paraprofessionals	162	6	3	3	22	196	135				5	140	336
Administrative Support	101		12	3	6	122	32					32	154
Skilled Craft	13	2			3	18	527	50	4	6	37	624	642
Service/Maintenance	891	3	71	51	106	1122	1926	101	102	174	396	2699	3821
Total	1743	14	92	96	197	2142	3591	160	127	218	460	4556	6698

Personnel Activities – Terminations Agency wide FY 2012													
EEO-4 Category	White Female	Black Female	Hispanic Female	Asian/Pacific Female	Am. Indian/Ak. Native Female	Total Female	White Male	Black Male	Hispanic Male	Asian/Pacific Male	Am. Indian/AK. Native Male	Total Male	Grand Total
Officials/Administrators	3					3	4					4	7
Professionals	31			2		33	44		2	1	4	51	84
Technicians	14		1		3	18	28	2		3	3	36	54
Protective Services	1					1	4		1		1	6	7
Paraprofessionals	2			1		3							3
Administrative Support	43	1	3	2	9	58	20			1	2	23	81
Skilled Craft	22		1		9	32	187	2	6	4	22	221	253
Service/Maintenance	21		1	1	8	31	67	5	4	6	3	85	116
Total	137	1	6	6	29	179	354	9	13	15	35	426	605
Personnel Activities – Involuntary & Voluntary Demotions Agency wide FY 2012													
EEO-4 Category	White Female	Black Female	Hispanic Female	Asian/Pacific Female	Am. Indian Ak. Native Female	Total Female	White Male	Black Male	Hispanic Male	Asian/Pacific Male	Am. Indian/AK. Native Male	Total Male	Grand Total
Officials/Administrators													
Professionals	5		1	1	1	8	3					3	11
Technicians													
Protective Services													
Paraprofessionals													
Administrative Support	1					1							1
Skilled Craft							12		1		2	15	15
Service/Maintenance	2			1		3	3			3	1	4	10
Total	8		1	2	1	12	18		1	3	3	25	37
Personnel Activities – Disciplinary Agency wide FY 2012													
EEO-4 Category	White Female	Black Female	Hispanic Female	Asian/Pacific Female	Am. Indian Ak. Native Female	Total Female	White Male	Black Male	Hispanic Male	Asian/Pacific Male	Am. Indian/AK. Native Male	Total Male	Grand Total
Officials/Administrators													
Professionals	5			1		6	6				1	7	13
Technicians							4				2	6	6
Protective Services							3	1			1	5	5
Paraprofessionals													
Administrative Support	2			1	2	5	2					2	7
Skilled Craft							16	1			3	20	20
Service/Maintenance	3			1	2	6	14	1	2			17	23
Total	10			3	4	17	45	3	2		7	57	74

Personnel Activities – Layoff/Recall Agency wide FY 2012													
EEO-4 Category	White Female	Black Female	Hispanic Female	Asian/Pacific Female	Am. Indian/Ak. Native Female	Total Female	White Male	Black Male	Hispanic Male	Asian/Pacific Male	Am. Indian/AK. Native Male	Total Male	Grand Total
Officials/Administrators													
Professionals													
Technicians													
Protective Services													
Paraprofessionals													
Administrative Support													
Skilled Craft													
Service/Maintenance													
Total						0						0	0

*no layoffs or recalls occurred

Net Changes in Full Time Employment Agency Wide

Report Period: 7/1/2011 – 6/30/2012

Note: Data represents identified ethnic groups and females representing full-time employees

Ethnic Categories →	BLACKS				AMERICAN INDIAN/ ALASKA NATIVE				ASIAN/PACIFIC ISLANDER				HISPANIC/LATINOS				WHITES				FEMALES			
	FY 2011	FY 2012	Net Dif.	%	FY 2011	FY 2012	Net Dif.	%	FY 2011	FY 2012	Net Dif.	%	FY 2011	FY 2012	Net Dif.	%	FY 2011	FY 2012	Net Dif.	%	FY 2011	FY 2012	Net Dif.	%
Officials/Administrators	0	0	0	0.0	0	2	+2	+200.0	0	0	0.0	0.0	1	1	0	0.0	19	24	+5	+26.3	3	7	+4	+133
Professionals	11	13	+2	+18.2	35	33	-2	-5.7	32	38	+6	+18.8	16	16	0	0.0	791	808	+17	+2.1	322	326	+4	+1.2
Technicians	2	1	-1	-50.0	6	5	-1	-16.7	4	4	0.0	0.0	1	1	0	0.0	50	51	+1	+2.0	25	21	-4	-16.0
Protective Services	4	4	0	0.0	5	4	-1	-20.0	2	3	+1	+50.0	5	3	-2	-40.0	68	75	+7	+10.3	7	9	+2	+28.6
Paraprofessionals	5	4	-1	-20.0	13	10	-3	-23.1	3	3	0.0	0.0	6	6	0	0.0	58	49	-9	-15.5	64	56	-8	-12.5
Administrative Support	9	12	+3	+33.3	20	21	+1	+5.0	9	12	+3	+33.3	5	4	-1	-20.0	156	163	+7	+4.5	169	175	+6	+3.6
Skilled Craft	12	12	0	0.0	84	93	+9	+10.7	26	27	+1	+3.8	12	11	-1	-8.3	790	757	-33	-4.2	23	20	-3	-13.0
Service/Maintenance	14	13	-1	-7.1	49	44	-5	-10.2	73	71	-2	-2.7	17	17	0	0.0	334	324	-10	-3.0	105	102	-3	-2.9
Total	57	59	+2	+3.5	212	212	0	0.0	149	158	+9	+6.0	63	59	-4	-6.3	2266	2251	-15	-0.66	718	716	-2	-0.28

FY11 Permanent Full-time Workforce	2749
FY12 Permanent Full-time Workforce	2739
(+Gain/ -Loss)	-10

	FY 2011	FY 2012	(+Gain/ -Loss)
Non-Minorities	2268	2251	-17
Minorities	481	488	+7

	FY 2011	FY 2012	(+Gain/ -Loss)
Females	718	716	-2

JOB GROUP NARRATIVE

Job groups are derived from the workforce analysis and will consist of jobs with similar content, wage rates, and opportunities as provided in EEO-4 Report.

Job Category Definitions

Officials/Administrators: Occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, or direct individual departments or special phases of the agency's operations, or provide specialized consultation on a regional, district or area basis.

Professionals: 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.

Technicians: 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.

Protective Services: Occupations in which workers are entrusted with public safety, security and protection from destructive forces.

Paraprofessionals: 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 technician status.

Administrative Support: Occupations in which workers are responsible for internal and external communication, recording and retrieval of data and/or information and other documents required in an office.

Skilled Craft Workers: Occupations in which workers perform duties which require special manual skill and a thorough and comprehensive knowledge of the process involved in the work which is acquired through on-the-job training and experience or through apprenticeship or other formal training programs.

Service/Maintenance: 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 maintenance and care of buildings, facilities or grounds of public property. Workers in this group may operate machinery.

In order to compute the Eight Factor Analysis (Availability Analysis), consider each of the EEO-4 job categories:

1. Population
2. Unemployed workers
3. Civilian Labor Force
4. Requisite skills – immediate labor area
5. Requisite skills – recruitment area
6. Employees available for promotion
7. Educational institution trainable
8. Training provided within department

Explanation of Factors:

Factors 1 through 5 and 7 are considered *External Factors*

Factors 6 and 8 are considered *Internal Factors*

Factors 1, 2 and 3 involve weighting immediate labor area availability

Factor 4 involves weighting boroughs, state and/or United States for immediate labor area availability

Factor 5 involves weighting boroughs, state and/or United States, by job groups, for recruitment area availability

Raw availability statistics are collected for each factor in each job group.

All factors must be considered, but only relevant factors are given value weight (see Availability Factor Computation Analysis Tables 8 and 9). The results are weighted statistics that are then summed by affected groups in each job group.

Finally, the calculated availability is compared with the availability for Factors 4 and 5. If calculated availability is less than these factors, the greater of the two factors will be used in lieu of the calculated availability. (For example, if the calculated availability for females in the Professionals job group is 23.9% and the requisite skills in the recruiting area factor are 36.4%, then 36.4% is applied in lieu of the calculated availability (23.9%)).

JOB GROUP ANALYSIS

Total full-time workforce by EEO-4 Category as of 7/1/2012														
EEO-4 Category	Total Employees	Total Male	Total Female	Total Minority	Male					Female				
					W	B	H	AS/PI	AI/AN	W	B	H	AS/PI	AI/AN
Officials/Administrators	27	20	7	3	18	0	1	0	1	6	0	0	0	1
Professionals	908	582	326	100	529	8	10	22	13	279	5	6	16	20
Technicians	62	41	21	11	34	1	0	3	3	17	0	1	1	2
Protective Services	89	80	9	14	67	4	3	3	3	8	0	0	0	1
Paraprofessionals	72	16	56	23	15	0	1	0	0	34	4	5	3	10
Administrative Support	212	37	175	49	27	3	0	2	5	136	9	4	10	16
Skilled Craft	900	880	20	143	741	11	11	26	91	16	1	0	1	2
Service/Maintenance	469	367	102	145	258	11	13	49	36	66	2	4	22	8
Total	2739	2023	716	488	1689	38	39	105	152	562	21	20	53	60

Key:

B Black

AS/PI Asian /Pacific Islander

AI/AN American Indian/Alaska Native

H Hispanic

AVAILABILITY FACTOR COMPUTATION ANALYSIS

Alaska Department of Transportation and Public Facilities
 Date: 07/01/2012
 EEO-4 Category: Officials/Administrators (Political Appointees)

Factors*	Raw Statistics Availability %								Weighted Factor Availability							Statistic Source	
	Value Weight	M	F	W	B	H	A/PI	AI/AN	M	F	W	B	H	A/PI	AI/AN		Reason for Weighting
1. % of population in the specified labor or recruitment area	0.0	35.8	48.3	76.2	4.7	5.6	7.1	18.4									US Census Bureau
2. % of unemployment in the specified labor or recruitment area	0.0	.7	.3	.3	.0	.0	.1	.6									2000 EEO Census Tool
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	85.0	15.0	85.0	.0	5.0	.0	.0									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	100.0	29.8	43.8	70.2	4.4	2.1	6.2	17.1									2000 EEO Census Tool
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	29.8	43.8	70.2	4.4	2.1	6.2	17.1									2000 EEO Census Tool
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF																	
7. Estimate of existence of training institutions for the requisite skills required for minorities or females																	
8. Estimate of training efforts the AK DOT/PF is reasonably able to undertake for the job group available to minorities/females																	
Final Availability Factor	N/A Political Appointees																

Key:

M Minority

F Female

B Black

AS/PI Asian /Pacific Islander

AI/AN American Indian/Alaska Native

H Hispanic

AVAILABILITY FACTOR COMPUTATION ANALYSIS

Alaska Department of Transportation and Public Facilities
 Date: 07/01/2012
 EEO-4 Category: Professionals

Factors*	Raw Statistics Availability %								Weighted Factor Availability								Statistic Source
	Value Weight	M	F	W	B	H	A/PI	AI/AN	M	F	W	B	H	A/PI	AI/AN	Reason for Weighting	
1. % of population in the specified labor or recruitment area	0.0	35.8	48.3	76.2	4.7	5.6	7.1	18.4									US Census Bureau
2. % of unemployment in the specified labor or recruitment area	0.0	.7	.3	.3	.0	.0	.1	.6									2000 EEO Census Tool
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	63.6	36.5	89.4	1.3	1.3	3.6	4.0									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	.75	25.8	55.0	74.2	3.9	1.7	5.1	15.1	19.4	41.3	55.7	2.9	1.3	3.8	11.3	Labor Force	2000 EEO Census Tool
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	25.8	55.0	74.2	3.9	1.7	5.1	15.1									2000 EEO Census Tool
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF	.15	11.4	36.3	70.9	1.6	1.5	3.0	2.9	1.7	5.5	10.6	.2	.2	.5	.4	Promotional Opportunity from Total Workforce	AKPAY
7. Estimate of existence of training institutions for the requisite skills required for minorities or females	.10	26.1	62.3	65.7	3.5	3.5	4.2	14.9	2.6	6.2	6.6	.4	.4	.4	1.5	College Graduates	Nat'l Center for Education Statistics
8. Estimate of training efforts the AK DOT/PF is reasonably able to undertake for the job group available to minorities/females	0.0	9.6	29.8	90.4	1.5	1.5	4.2	2.4									LMS
Final Availability Factor	100.00								23.7	53.0	72.9	3.5	1.9	4.7	13.2		

Key:

M Minority

F Female

B Black

AS/PI Asian /Pacific Islander

AI/AN American Indian/Alaska Native

H Hispanic

AVAILABILITY FACTOR COMPUTATION ANALYSIS

Alaska Department of Transportation and Public Facilities
 Date: 07/01/2012
 EEO-4 Category: Technicians

Factors*	Raw Statistics Availability %								Weighted Factor Availability								Statistic Source
	Value Weight	M	F	W	B	H	A/PI	AI/AN	M	F	W	B	H	A/PI	AI/AN	Reason for Weighting	
1. % of population in the specified labor or recruitment area	0.0	35.8	48.3	76.2	4.7	5.6	7.1	18.4									US Census Bureau
2. % of unemployment in the specified labor or recruitment area	0.0	.7	.3	.3	.0	.0	.1	.6									2000 EEO Census Tool
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	61.6	38.4	80.0	3.1	1.5	6.1	9.2									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	.75	29.0	46.9	71.0	5.0	2.7	4.1	17.2	21.8	35.2	53.3	3.8	2.0	3.1	12.9	Labor Force	2000 EEO Census Tool
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	29.0	46.9	71.0	5.0	2.7	4.1	17.2									2000 EEO Census Tool
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF	.15	9.3	27.7	62.7	2.1	1.0	1.0	5.8	1.4	4.2	9.4	.3	.2	.2	.9	Promotional Opportunity from Total Workforce	AKPAY
7. Estimate of existence of training institutions for the requisite skills required for minorities or females	.10	46.3	46.9	53.7	3.8	5.7	1.6	23.9	4.6	4.7	5.4	.4	.6	.2	2.4	New High School Graduates	Nat'l Center for Education Statistics
8. Estimate of training efforts the AK DOT/PF is reasonably able to undertake for the job group available to minorities/females	0.0	13.5	4.7	86.5	0.0	4.0	.8	8.7									LMS
Final Availability Factor	100.00								27.8	44.1	68.1	4.5	2.8	3.5	16.2		

Key:

- M Minority
- F Female
- B Black
- AS/PI Asian /Pacific Islander
- AI/AN American Indian/Alaska Native
- H Hispanic

AVAILABILITY FACTOR COMPUTATION ANALYSIS

Alaska Department of Transportation and Public Facilities
 Date: 07/01/2012
 EEO-4 Category: Protective Services

Factors*	Raw Statistics Availability %								Weighted Factor Availability								Statistic Source
	Value Weight	M	F	W	B	H	A/PI	AI/AN	M	F	W	B	H	A/PI	AI/AN	Reason for Weighting	
1. % of population in the specified labor or recruitment area	0.0	35.8	48.3	76.2	4.7	5.6	7.1	18.4									US Census Bureau
2. % of unemployment in the specified labor or recruitment area	0.0	.7	.3	.3	.0	.0	.1	.6									2000 EEO Census Tool
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	91.7	8.3	80.9	4.8	6.0	2.4	6.0									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	.75	38.7	15.1	61.3	7.0	2.3	4.1	25.4	29.0	11.3	46.0	5.3	1.7	3.1	19.1	Labor Force	2000 EEO Census Tool
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	38.7	15.1	61.3	7.0	2.3	4.1	25.4									2000 EEO Census Tool
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF	.15	18.1	13.8	81.9	4.2	4.2	3.1	6.4	2.7	2.1	12.3	.6	.6	.5	1.0	Promotional Opportunity from Total Workforce	AKPAY
7. Estimate of existence of training institutions for the requisite skills required for minorities or females	.10	46.3	46.9	53.7	3.8	5.7	1.6	23.9	4.6	4.7	5.4	.4	.6	.2	2.4	New High School Graduates	Nat'l Center for Education Statistics
8. Estimate of training efforts the AK DOT/PF is reasonably able to undertake for the job group available to minorities/females	0.0	14.6	25.5	85.5	1.8	3.6	3.6	5.5									LMS
Final Availability Factor	100.00								36.3	18.0	63.7	6.3	2.9	3.8	22.5		

Key:

- M Minority
- F Female
- B Black
- AS/PI Asian /Pacific Islander
- AI/AN American Indian/Alaska Native
- H Hispanic

AVAILABILITY FACTOR COMPUTATION ANALYSIS

Alaska Department of Transportation and Public Facilities
 Date: 07/01/2012
 EEO-4 Category: Paraprofessionals

Factors*	Value Weight	Raw Statistics Availability %								Weighted Factor Availability								Statistic Source
		M	F	W	B	H	A/PI	AI/AN	M	F	W	B	H	A/PI	AI/AN	Reason for Weighting		
1. % of population in the specified labor or recruitment area	0.0	35.8	48.3	76.2	4.7	5.6	7.1	18.4									US Census Bureau	
2. % of unemployment in the specified labor or recruitment area	0.0	.7	.3	.3	.0	.0	.1	.6									2000 EEO Census Tool	
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	31.2	84.9	68.2	9.7	6.5	7.5	7.5									AKPAY	
4. % of availability of minorities/females with the requisite skills in the specified labor area	.75	41.9	71.1	58.1	5.6	3.1	8.3	24.8	31.4	53.3	43.6	4.2	2.3	6.2	18.6	Labor Force	2000 EEO Census Tool	
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	41.9	71.1	58.1	5.6	3.1	8.3	24.8									2000 EEO Census Tool	
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF	.15	26.4	73.6	73.6	7.2	4.8	5.6	8.8	4.0	11.0	11.0	1.2	.7	.8	1.3	Promotional Opportunity from Total Workforce	AKPAY	
7. Estimate of existence of training institutions for the requisite skills required for minorities or females	.10	46.3	46.9	53.7	3.8	5.7	1.6	23.9	4.6	4.7	5.4	.4	.6	.2	2.4	New High School Graduates	Nat'l Center for Education Statistics	
8. Estimate of training efforts the AK DOT/PF is reasonably able to undertake for the job group available to minorities/females	0.0	24.2	52.0	76.4	5.5	7.9	4.7	5.5									LMS	
Final Availability Factor	100.00								40.0	69.0	60.0	5.8	3.6	7.2	22.3			

Key:

- M Minority
- F Female
- B Black
- AS/PI Asian /Pacific Islander
- AI/AN American Indian/Alaska Native
- H Hispanic

AVAILABILITY FACTOR COMPUTATION ANALYSIS

Alaska Department of Transportation and Public Facilities

Date: 07/01/2012

EEO-4 Category: Administrative Support

Factors*	Raw Statistics Availability %								Weighted Factor Availability								Statistic Source
	Value Weight	M	F	W	B	H	A/PI	AI/AN	M	F	W	B	H	A/PI	AI/AN	Reason for Weighting	
1. % of population in the specified labor or recruitment area	0.0	35.8	48.3	76.2	4.7	5.6	7.1	18.4									US Census Bureau
2. % of unemployment in the specified labor or recruitment area	0.0	.7	.3	.3	.0	.0	.1	.6									2000 EEO Census Tool
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	15.1	84.9	78.4	4.5	2.5	4.5	10.0									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	.75	41.9	71.1	58.1	5.6	3.1	8.3	24.8	31.4	53.3	43.6	4.2	2.3	6.2	18.6	Labor Force	2000 EEO Census Tool
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	41.9	71.1	58.1	5.6	3.1	8.3	24.8									2000 EEO Census Tool
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF	.15	21.2	85.5	78.2	5.0	1.7	3.4	11.7	3.2	12.8	11.7	.8	.3	.5	1.7	Promotional Opportunity from Total Workforce	AKPAY
7. Estimate of existence of training institutions for the requisite skills required for minorities or females	.10	46.3	46.9	53.7	3.8	5.7	1.6	23.9	4.6	4.7	5.4	.4	.6	.2	2.4	New High School Graduates	Nat'l Center for Education Statistics
8. Estimate of training efforts the AK DOT/PF is reasonably able to undertake for the job group available to minorities/females	0.0	12.0	92.0	88.0	6.4	1.6	1.6	2.4									LMS
Final Availability Factor	100.00								39.2	70.8	60.7	5.4	3.2	6.9	22.7		

Key:

M Minority

F Female

B Black

AS/PI Asian /Pacific Islander

AI/AN American Indian/Alaska Native

H Hispanic

AVAILABILITY FACTOR COMPUTATION ANALYSIS

Alaska Department of Transportation and Public Facilities
 Date: 07/01/2012
 EEO-4 Category: Skilled Craft

Factors*	Raw Statistics Availability %								Weighted Factor Availability								Statistic Source
	Value Weight	M	F	W	B	H	A/PI	AI/AN	M	F	W	B	H	A/PI	AI/AN	Reason for Weighting	
1. % of population in the specified labor or recruitment area	0.0	35.8	48.3	76.2	4.7	5.6	7.1	18.4									US Census Bureau
2. % of unemployment in the specified labor or recruitment area	0.0	.7	.3	.3	.0	.0	.1	.6									2000 EEO Census Tool
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	97.6	2.4	85.4	1.3	1.3	2.8	9.1									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	.75	33.0	5.8	67.0	2.8	2.5	2.8	24.9	24.8	4.4	50.3	2.1	1.9	2.1	18.7	Labor Force	2000 EEO Census Tool
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	33.0	5.8	67.0	2.8	2.5	2.8	24.9									2000 EEO Census Tool
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF	.15	10.4	2.6	87.6	.8	.8	2.8	8.0	1.6	.4	13.1	.1	.1	.4	1.2	Promotional Opportunity from Total Workforce	AKPAY
7. Estimate of existence of training institutions for the requisite skills required for minorities or females	.10	3.9	3.8	4.0	4.3	3.9	3.0	4.3	.4	.4	.4	.4	.4	.3	.4	Vocational School Graduates	Nat'l Center for Education Statistics
8. Estimate of training efforts the AK DOT/PF is reasonably able to undertake for the job group available to minorities/females	0.0	9.6	0.0	90.4	.1	.1	5.0	4.4									LMS
Final Availability Factor	100.00								26.8	5.2	63.8	2.6	2.4	2.8	20.3		

Key:

- M Minority
- F Female
- B Black
- AS/PI Asian /Pacific Islander
- AI/AN American Indian/Alaska Native
- H Hispanic

AVAILABILITY FACTOR COMPUTATION ANALYSIS

Alaska Department of Transportation and Public Facilities

Date: 07/01/2012

EEO-4 Category: Service/Maintenance

Factors*	Value Weight	Raw Statistics Availability %							Weighted Factor Availability							Statistic Source	
		M	F	W	B	H	A/PI	AI/AN	M	F	W	B	H	A/PI	AI/AN		Reason for Weighting
1. % of population in the specified labor or recruitment area	0.0	35.8	48.3	76.2	4.7	5.6	7.1	18.4									US Census Bureau
2. % of unemployment in the specified labor or recruitment area	0.0	.7	.3	.3	.0	.0	.1	.6									2000 EEO Census Tool
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	78.4	21.6	68.6	2.9	3.5	15.0	10.1									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	.75	52.5	41.0	47.5	6.1	4.4	13.2	28.8	39.4	30.8	35.6	4.6	3.3	9.9	21.6	Labor Force	2000 EEO Census Tool
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	52.5	41.0	47.5	6.1	4.4	13.2	28.8									2000 EEO Census Tool
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF	.15	32.8	25.7	67.2	2.3	4.0	13.1	11.5	4.9	3.9	10.1	.4	.6	2.0	1.7	Promotional Opportunity from Total Workforce	AKPAY
7. Estimate of existence of training institutions for the requisite skills required for minorities or females	.10	83.7	16.3	59.8	1.6	1.6	1.1	24.5	8.4	1.6	6.0	.2	.2	.1	2.5	Vocational School Graduates	Nat'l Center for Education Statistics
8. Estimate of training efforts the AK DOT/PF is reasonably able to undertake for the job group available to minorities/females	0.0	31.2	27.0	68.8	1.4	2.3	10.6	16.8									LMS
Final Availability Factor	100.00								52.7	36.3	51.7	5.2	4.1	12.0	25.8		

Key:

M Minority

F Female

B Black

AS/PI Asian /Pacific Islander

AI/AN American Indian/Alaska Native

H Hispanic

EEO-4 Data Sheet for Alaska Department of Transportation & Public Facilities as of June 30, 2012

JOB CATEGORIES	ANNUAL SALARY (In thousands 000)	TOTAL (COLUMNS B-K)	MALE					FEMALE					
			NON- HISPANIC ORIGIN		HISPANIC	ASIAN OR PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKAN NATIVE	NON- HISPANIC ORIGIN		HISPANIC	ASIAN OR PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKAN NATIVE	
			WHITE B	BLACK C	D	E	F	WHITE G	BLACK H	I	J	K	
		A											
OFFICIALS/ ADMINISTRATOR	1. \$0.1-15.9	5	3		1			1					
	2. 16.0-19.9	4	4										
	3. 20.0-24.9	1	1										
	4. 25.0-32.9	1	1										
	5. 33.0-42.9	5	4					1					
	6. 43.0-54.9	0											
	7. 55.0-69.9	0											
	8. 70.0 PLUS	11	5				1	4				1	
TOTAL		27	18	0	1	0	1	6	0	0	0	1	
PROFESSIONALS	9. \$0.1-15.9	78	60	1			2	2	12			1	
	10. 16.0-19.9	11	10					1					
	11. 20.0-24.9	13	9		1		1	2					
	12. 25.0-32.9	25	23					1					
	13. 33.0-42.9	21	12	1	1			6			1		
	14. 43.0-54.9	92	39				3	1	40	1	1	3	4
	15. 55.0-69.9	251	119	2	5		6	6	95	3	2	6	7
	16. 70.0- PLUS	417	257	4	3		10	3	122	1	3	5	9
TOTAL		908	529	8	10	22	13	279	5	6	16	20	
TECHNICIANS	17. \$0.1-15.9	0											
	18. 16.0-19.9	0											
	19. 20.0-24.9	0											
	20. 25.0-32.9	0											
	21. 33.0-42.9	7	2					4				1	
	22. 43.0-54.9	29	18				1	1	8		1		
	23. 55.0-69.9	22	11	1			2	2	4	1		1	
	24. 70.0- PLUS	4	3					1					
TOTAL		62	34	1	0	3	3	17	0	1	1	2	
PROTECTIVE SERVICES	25. \$0.1-15.9	0											
	26. 16.0-19.9	0											
	27. 20.0-24.9	0											
	28. 25.0-32.9	0											
	29. 33.0-42.9	0											
	30. 43.0-54.9	11	9				1		1				
	31. 55.0-69.9	43	36		1		1	1	3			1	
	32. 70.0- PLUS	35	22	4	2		1	2	4				
TOTAL		89	67	4	3	3	3	8	0	0	0	1	

PARAPROFESSIONAL	33. \$0.1-15.9	0										
	34. 16.0-19.9	0										
	35. 20.0-24.9	0										
	36. 25.0-32.9	1						1				1
	37. 33.0-42.9	32	7		1			13	2	4	2	3
	38. 43.0-54.9	28	7					14	2	1		4
	39. 55.0-69.9	11	1					7			1	2
	40. 70.0- PLUS	0										
TOTAL		72	15	0	1	0	0	34	4	5	3	10
ADMINISTRATIVE SUPPORT	41. \$0.1-15.9	0										
	42. 16.0-19.9	0										
	43. 20.0-24.9	0										
	44. 25.0-32.9	34	1			1	1	23	3	1	2	2
	45. 33.0-42.9	92	11	2			2	62	5	2	4	4
	46. 43.0-54.9	50	6	1				34	1		2	6
	47. 55.0-69.9	34	9			1	2	16		1	2	3
	48. 70.0- PLUS	2						1				1
TOTAL		212	27	3	0	2	5	136	9	4	10	16
SKILLED CRAFT	49. \$0.1-15.9	0										
	50. 16.0-19.9	0										
	51. 20.0-24.9	0										
	52. 25.0-32.9	0										
	53. 33.0-42.9	21	11	2	1	1	2	2	1		1	
	54. 43.0-54.9	252	192	4	5	10	37	2				2
	55. 55.0-69.9	503	427	4	5	13	44	10				
	56. 70.0- PLUS	124	111	1		2	8	2				
TOTAL		900	741	11	11	26	91	16	1	0	1	2
SERVICE? MAINTENANCE	57. \$0.1-15.9	13	9			2	2	0				
	58. 16.0-19.9	0										
	59. 20.0-24.9	0										
	60. 25.0-32.9	4				1		1			2	
	61. 33.0-42.9	76	27	4	3	15	5	8		1	12	1
	62. 43.0-54.9	197	104	7	4	15	18	34	1	3	5	6
	63. 55.0-69.9	116	68		5	16	6	16	1		3	1
	64. 70.0- PLUS	63	50		1		5	7				
TOTAL		469	258	11	13	49	36	66	2	4	22	8
65. TOTAL FULL TIME (LINES 1-64)		2739	1689	38	39	105	152	562	21	20	53	60

2. OTHER THAN FULL-TIME EMPLOYEES (Including temporary employees)												
66. OFFICIALS/ADMINISTRATORS	1	1										
67. PROFESSIONALS	33	23		1		1	4			2	2	
68. TECHNICIANS	156	99		2	3	13	34	1	1		3	
69. PROTECTIVE SERVICES	0											
70. PARAPROFESSIONAL	35	18				3	12				2	
71. ADMINISTRATIVE SUPPORT	5			1			3				1	
72. SKILLED CRAFT	158	119	2		5	18	14					
73. SERVICE/MAINTENANCE	293	129	6	11	16	31	72	1	5	5	17	
74. TOTAL OTHER THAN FULL TIME (Lines 66-73)	681	389	8	15	24	66	139	2	6	7	25	
3. NEW HIRES DURING FISCAL YEAR (Permanent full time only)												
75. OFFICIALS/ADMINISTRATORS	2	1					1					
76. PROFESSIONALS	69	35	1		3	3	24	1		2		
77. TECHNICIANS	26	18			1	1	6					
78. PROTECTIVE SERVICES	10	8			1		1					
79. PARAPROFESSIONAL	1						1					
80. ADMINISTRATIVE SUPPORT	51	8	1	1	1	1	27	2	1	3	6	
81. SKILLED CRAFT	150	117	2	3	2	21	37	1				
82. SERVICE/MAINTENANCE	141	72	3	4	3	11	4		3	3	3	
83. TOTAL NEW HIRES(Lines 75-82)	450	259	7	8	13	37	101	4	4	8	9	

UTILIZATION ANALYSIS NARRATIVE

As shown in the following Utilization Analysis Report, a comparison is made of the department's current full-time workforce, to the percentage of availability for each occupational group to determine underutilization and establish a basis for setting hiring goals.

For the Professional occupational category, the greatest number of underutilization occurs in the White female, and Alaska Native/American Indian male and female ethnicity/gender categories.

For the Protective Services occupational category, the greatest number of underutilization occurs in the Alaska Native/American Indian male ethnicity/gender category.

For the Administrative Support occupational category, the greatest number of underutilization occurs in the Alaska Native/American Indian female ethnicity/gender category.

For the Skilled Craft occupational category, the greatest number of underutilization occurs in the Black male, Hispanic male and Alaska Native/American Indian male ethnicity/gender categories.

For the Service/Maintenance occupational category, the greatest number of underutilization occurs in the Alaska Native/American Indian male and female, Black female and Asian Pacific Islander female ethnicity/gender categories.

FY12 GOALS ANALYSIS

Professionals

Goals met or exceeded included Asian/Pacific female (2 hires), White female (24 hires), and Black male (1 hire). Goals not achieved included American Indian/Alaska Native male, Hispanic female, Black female, and American Indian/Alaska Native female.

Technicians

Goals not achieved included American Indian/Alaska Native female.

Protective Services

Goals met or exceeded included Asian/Pacific male (1 hire). Goals not achieved included American Indian/Alaska Native male.

Paraprofessionals

Goal not achieved included Black male, Asian/Pacific male, and American Indian/Alaska Native male and female.

Administrative Support

Goals met included Black male (1 hire), Hispanic male (1 hire), Asian/Pacific male (1 hire), American Indian/Alaska Native female (6 hires). Goals not achieved included American Indian/Alaska Native male.

Skilled Craft

Goals met or exceeded included White female (3 hires), Hispanic male (3 hires), and American Indian/Alaska Native male (21 hires). Goals partially met included Black male (2 hires).

Service Maintenance

Goals met included Black male (3 hires), Asian/Pacific Islander female (3 hires), and Hispanic female (3 hires). Goals partially met included and American Indian/Alaska Native male (11 hires) and female (3 hires). Goals not met included Black female.

UTILIZATION ANALYSIS REPORT FY12

	Total Full-Time Workforce	Males					Females				
		White	Black	Hispanic	A/PI	AI/AN	White	Black	Hispanic	A/PI	AI/AN
Officials/Administrators											
Current # in Workforce	27	18	0	1	0	1	6	0	0	0	1
% in Category		66.7	0.0	3.7	0	3.7	22.2	0	0	0	3.7
% of Availability			2.1	1.1	2.9	7.9	30	2.3	1.1	3.3	9.2
% Utilization			-2.1	+2.6	-2.9	-4.2	-7.8	-2.3	-1.1	-3.3	-5.5
Underutilized (Yes or No)			Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
# Needed to Reach Parity			1		1	3	9	1	1	1	3
Professionals											
Current # in Workforce	908	529	8	10	22	13	279	5	6	16	20
% in Category		58.3	.8	1.1	2.4	1.4	30.7	.6	.7	1.8	2.2
% of Availability			1.5	.8	2	4.2	37.9	2.0	1.1	2.7	9.0
% Utilization			-7	+3	+4	-2.8	-7.2	-1.4	-4	-9	-6.8
Underutilized (Yes or No)			Yes	No	No	Yes	Yes	Yes	Yes	Yes	Yes
# Needed to Reach Parity			6			25	67	14	4	9	62
Technicians											
Current # in Workforce	62	34	1	0	3	3	17	0	1	1	2
% in Category		54.8	1.6	0	4.9	4.9	27.4	0	1.6	1.6	3.2
% of Availability			1.2	1.4	1.4	7.6	28.9	3.2	1.4	2.1	8.6
% Utilization			+4	-1.4	+3.5	-2.7	-1.5	-3.2	+2	-5	-5.4
Underutilized (Yes or No)			No	Yes	No	Yes	Yes	Yes	No	Yes	Yes
# Needed to Reach Parity				1		2	1	2		1	7
Protective Services											
Current # in Workforce	89	67	4	3	3	3	8	0	0	0	1
% in Category		75.3	4.5	3.4	3.4	3.4	8.9	0	0	0	1.1
% of Availability			6.3	2.9	3.8	20.2	10.7	N/A	N/A	N/A	2.4
% Utilization			-1.8	+5	-4	-16.8	-1.8	N/A	N/A	N/A	-1.3
Underutilized (Yes or No)			Yes	No	Yes	Yes	Yes	N/A	N/A	N/A	Yes
# Needed to Reach Parity			2		1	15	2	N/A	N/A	N/A	2
Paraprofessionals											
Current # in Workforce	72	15	0	1	0	0	34	4	5	3	10
% in Category		20.8	0	1.4	0	0	47.2	5.6	6.9	4.2	13.9
% of Availability			2.1	1.4	2.1	4.7	41.9	3.9	2.2	5.0	17.7
% Utilization			-2.1	1.00	-2.1	-4.7	+5.3	+1.7	+4.7	-8	-3.8
Underutilized (Yes or No)			Yes	No	Yes	Yes	No	No	No	Yes	Yes
# Needed to Reach Parity			2		2	4				1	3
Administrative Support											
Current # in Workforce	212	27	3	0	2	5	136	9	4	10	16
% in Category		12.8	1.4	0	.9	2.4	64.2	4.2	1.9	4.7	7.5
% of Availability			1.9	1.2	2.0	4.9	42.3	3.5	2	4.9	17.9
% Utilization			-5	-1.2	-2.0	-2.5	+21.9	+7	-1	-2	-10.2
Underutilized (Yes or No)			Yes	Yes	Yes	Yes	No	No	Yes	Yes	Yes
# Needed to Reach Parity			2	3	3	6			1	1	22
Skilled Craft											
Current # in Workforce	900	741	11	11	26	91	16	1	0	1	2
% in Category		82.4	1.2	1.2	2.9	10.1	1.8	.1	0	.1	2
% of Availability			2.6	2.4	2.8	21.9	2.1		N/A	0	0
% Utilization			-1.4	-1.2	+1	-11.8	-3		N/A	+1	+2
Underutilized (Yes or No)			Yes	Yes	No	Yes	Yes		N/A	No	No
# Needed to Reach Parity			13	11		107	3		N/A		
Service/Maintenance											
Current # in Workforce	469	258	11	13	49	36	66	2	4	22	8
% in Category		55.0	2.3	2.8	10.4	7.7	14.1	4	.9	4.7	1.7
% of Availability			2.9	2.8	6.0	19.1	3.6	2.3	1.2	6.0	7.5
% Utilization			-6	1.00	+4.4	-11.4	+10.5	-1.9	-3	-1.3	-5.8
Underutilized (Yes or No)			Yes	No	No	Yes	No	Yes	Yes	Yes	Yes
# Needed to Reach Parity			3			54		9	2	7	28

Alaska DOT/PF Goal Projections FY13-FY15

FY 13											
Job Categories	Numerical Goals	Males					Females				
		W	B	H	A/PI	AI/AN	W	B	H	A/PI	AI/AN
Officials/Administrators											
Professionals			2			9	23	5	2	3	21
Technicians				1		1	1	1		1	3
Protective Services			1			5	1				1
Paraprofessionals			1			2				1	1
Administrative Support			1	1		2			1	1	8
Skilled Craft			5	4		36	1				
Service Maintenance			1			18		3	1	3	10
FY 14											
Job Categories	Numerical Goals	Males					Females				
		W	B	H	A/PI	AI/AN	W	B	H	A/PI	AI/AN
Officials/Administrators											
Professionals			2			8	22	5	1	3	21
Technicians						1		1			2
Protective Services			1			5	1				1
Paraprofessionals			1			1					1
Administrative Support			1	1		2					7
Skilled Craft			4	4		36	1				
Service Maintenance			1			18		3	1	2	9
FY 15											
Job Categories	Numerical Goals	Males					Females				
		W	B	H	A/PI	AI/AN	W	B	H	A/PI	AI/AN
Officials/Administrators											
Professionals			2			8	22	4	1	3	20
Technicians											2
Protective Services						5					
Paraprofessionals						1					1
Administrative Support				1		2					7
Skilled Craft			4	3		35	1				
Service Maintenance			1			18		3		2	9

Key: W=White B=Black H=Hispanic A/PI=Asian/Pacific Islander AI/AN=American Indian/Alaska Native

Internal EEO Civil Rights Complaint Procedures

The Department is committed to provide a workplace free from discrimination.

Any department employee or individual who believes s/he has been discriminated against on the basis of race, national origin, religion, gender, age, physical or mental disability, marital status, parenthood, pregnancy, veteran status, or retaliation for having filed a discrimination complaint or participated in the complaint process has protection through remedies available in Federal and State law and may file a complaint.

Complaint processes set out in Federal or State law:

Alaska Statutes 39.28 - Informal Complaints

EEO Administrative Review, an informal investigation performed by the Department of Administration, Division of Personnel & Labor Relations, Equal Employment Opportunity Program. The timeline for completing an investigation and preparing the response is 90 days.

Alaska Statutes 18.80 – Formal Complaints

The Department of Administration, Division of Personnel & Labor Relations, Equal Employment Opportunity Program is the liaison for formal complaints and public hearings through the Alaska State Commissioner for Human Rights (ASCHR). Investigations are conducted by either a Human Resource Specialist or the Human Resource Manager/Equal Employment Officer from the DOT&PF Human Resources Section. A position statement is sent within 45 days to the Human Rights Commission for the respondent agency. The Human Rights Commission controls the timelines for the investigation and closure of the complaint.

Title VII of the Civil Rights Act, the Americans with Disabilities Act, and the Age Discrimination Act

Formal investigations and public hearings through the Federal Equal Employment Opportunity Commission (EEOC). Investigations are conducted by a Human Resource Specialist or the Human Resource Manager/Equal Employment Officer from the DOT&PF Human Resources Section. A position statement is sent within 20 days to the EEOC for the respondent agency. The EEOC controls the timelines for their investigation and closure of the complaint.

An individual who believes they have been discriminated against and wishes to file a complaint via the complaint processes outlined above can contact:

1. Their Supervisor, Division Director, Regional Director, or a DOT&PF Human Resources Section Human Resource Specialist, Human Resource Manager/Equal Employment Officer, OR
2. The Department of Administration, Division of Personnel & Labor Relations, EEO Program

Should the employee or applicant for employment contact a member of the department mentioned in (1) above, the Supervisor, Division Director, Regional Director contacts:

1. The Human Resource Specialist; OR
2. The Human Resource Manager/ Equal Employment Officer

The Human Resource Specialist or Human Resource Manager/ Equal Employment Officer provide the complainant:

1. An explanation of available complaint processes and may offer guidance.

The Human Resource Manager/Equal Employment Officer:

1. Serves as a liaison to the Commissioner's Office, Human Resource Specialists, investigating agency(s), as applicable, and complainant throughout these complaint processes; and
2. Reviews/approves position statements prepared by the agency representing the department.

The Equal Employment Opportunity Representative:

1. Approves all settlement and compliance agreements between the department and federal or state civil rights enforcement agencies.

The Human Resource Manager/Equal Employment Officer and/or Human Resource Specialists:

1. Shall advise the complainant of the external appeal channels available in the event of disagreement, i.e., Alaska State Commission for Human Rights, Equal Employment Opportunity Commission, Federal Highway Administration, U.S. Department of Transportation and U.S. Department of Justice.

Complaint process provided by DOT&PF Human Resources Service Center:

Internal Department Investigation

Informal internal investigations are performed by the DOT&PF Human Resource Section's Human Resource Manager/Equal Employment Officer or Human Resource Specialists. Use of the internal department investigation process does not preclude a complainant from filing a complaint utilizing the above listed informal or formal complaint processes. Results of the investigation are kept confidential and are provided to the complainant and affected parties. Investigatory results usually are completed within 30 days.

Human Resource Specialists conduct the departmental investigation into the allegations of the complaint by:

1. Scheduling interviews with witnesses/complainant;
2. Consulting with management to discuss issues/allegations and ensure a discrimination free workplace;
3. Consulting with Human Resource Manager/Equal Employment Officer; and
4. Preparing a written report of investigatory findings within 30 days and forwarding to the Human Resource Manager/Equal Employment Officer.

The Human Resource Manager/Equal Employment Officer reviews and approves investigatory findings and serves as a liaison to the Commissioner's Office.

Human Resource Specialists are also responsible for:

1. Ensuring, as required, that any action resulting from the findings occurs; and
2. Providing evidence of such action to the Human Resources Manager/Equal Employment Officer.

Publicizing Informal and Formal Complaint Procedures

The complaint procedures will be made available to employees via the department's web site.

Retaliation Prohibited

An employer may not fire, demote, harass or otherwise "retaliate" against an individual for filing a charge of discrimination, participating in a discrimination proceeding, or otherwise opposing discrimination. Retaliation occurs when an employer takes an adverse action against a covered individual because he or she engaged in a protected activity. Managers/supervisors/employees found to have taken retaliatory actions will be subject to appropriate disciplinary measures.

Compliance With Federal And State Laws

Managers and supervisors are expected to comply with federal and state civil rights laws.

In an efforts to achieve equal employment opportunity for all individuals in the Department, the Department will be guided by the intent and mandate of all applicable federal and state laws including, but not limited to the following:

1. The Civil Rights Act of 1991 S. 1745 (P.L. 102-166).

Section 3. Purposes

- 1) to provide appropriate remedies for intentional discrimination and unlawful harassment in the work place.
- 2) to codify the concepts of "business necessity" and "job related" enunciated by the Supreme Court in *Griggs v. Duke Power Co.*, 401 U.S. 424 (1971), and in the other Supreme Court decisions prior to *Wards Cove Packing Co. v. Atonio*, 490 U.S. 642 (1989);
- 3) to confirm statutory authority and provide statutory guidelines for the adjudication of disparate impact suits under Title VII of the Civil Rights Act of 1964 (42 U.S.C. 2000e et seq.); and
- 4) to respond to recent decisions of the Supreme Court by expanding the scope of relevant civil rights statutes in order to provide adequate protection to victims of discrimination.

2. Title VII of the Civil Rights Act of 1964, as amended (42 USC 2000e).

Title VII, Sec 703 provides that:

a) It shall be an unlawful employment practice of an employer--

- 1) To fail or refuse to hire or to discharge an individual, or otherwise to discriminate against any individual with respect to his or her compensation, because of such individual's race, color, religion, sex, nationality, or handicap; or
- 2) To limit, segregate, or classify his or her employees or applicants for employment in any way which would deprive or tend to deprive any individual of employment opportunities or otherwise adversely affect his or her status as an employee, because of such individual's race, color, religion, sex or national origin.

b) It shall be an unlawful employment practice for an employment agency to fail or refuse to refer for employment, or otherwise to discriminate against, any individual because of his or her race, color, or national origin, or to classify or refer for employment any individual on the basis of his or her race, color, religion, sex, national origin.

3. The Equal Pay Act of 1963 (29 USC 206d).

The Equal Pay Act of 1963 is a part of the Fair Labor Standards Act of 1938 and requires the following:

- 1) No employer having employees subject to any provisions of this section shall discriminate, within any establishment in which such employees are employed, between employees on the basis of sex by paying wages to employees in such establishment at a rate less than the rate at which he pays wages to employees of the opposite sex in such establishment for equal skill, effort, and responsibility, and which are performed under similar working conditions, except where such payment is made pursuant to (i) a seniority system; (ii)

a merit system; (iii) a system which measures earnings by quantity or equality of production; or (iv) a differential based on any other fact other than sex.

Provided, that an employer who is paying a wage rate differential in violation of this subsection shall not, in order to comply with the provisions of this subsection, reduce the wage rate of any employee.

4. Age Discrimination in Employment of 1967 (29 USC § 621)

This act prohibits employment discrimination because of age against persons 40 years of age or older. Specifically, ADEA states:

It shall be unlawful for an employer --

1) to fail or refuse to hire or to discharge any individual or otherwise discriminate against any individual with respect to his compensation, terms, conditions, or privileges of employment, because of such individual's age;

2) to limit, segregate, or classify employees in any way which would deprive or tend to deprive any individual of employment opportunities or otherwise adversely affect his status as an employee, because of such individual's age; or

3) to reduce the wage rate of any employee in order to comply with this chapter.

5. Section 794 of the Rehabilitation Act of 1973, as amended (29 USC §791 et seq.)

This law prohibits discrimination based on handicap in both employment and the provision of services.

No otherwise qualified individual with handicaps in the United States, as defined in section 706(8) of this title, shall, solely by reason of her or his handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance or under any program or activity conducted by any executive agency or by the United States Postal Service. The head of each such agency shall promulgate such regulations as may be necessary to carry out the amendments to this section made by the Rehabilitation, Comprehensive Services, and Developmental Disabilities Act of 1978. Copies of any proposed regulation shall be submitted to appropriate authorizing committees of the Congress, and such regulation may take effect no earlier than the thirtieth day after the date on which such regulation is so submitted to such committees. (As amended by P.L. 99-506. eff. Oct. 21, 1986)

6. Title I of the Americans with Disabilities Amendments Act of 2008 (42 U.S.C.1 Sec. 12101 et seq.)

Chapter I, Sec. 12112(a) requires that:

No covered entity shall discriminate against a qualified individual on the basis of disability in regard to job application procedures, the hiring, advancement, or discharge of employees, employee compensation, job training, and other terms, conditions, and privileges of employment.

7. Title II of the Genetic Information Nondiscrimination Act of 2008 (GINA) took effect on November 21, 2009.

Under Title II of GINA, it is illegal to discriminate against employees or applicants because of genetic information. Title II of GINA prohibits the use of genetic information in making employment decisions, restricts employers and other entities covered by Title II (employment agencies, labor organizations and joint labor-management training and apprenticeship programs - referred to as "covered entities") from requesting, requiring or purchasing genetic information, and strictly limits the disclosure of genetic information.

8. Alaska State Human Rights Act (AS 18.80.200 et seq.)

The State Human Rights Act is the primary civil rights act in Alaska. It covers employment credit and financing, housing, public accommodations, and state and local government activities. Its scope in terms of protected classes and activities covered is far broader than comparable federal laws.

This law provides the overall policy of the state on nondiscrimination:

Therefore, it is the policy of the state and the purpose of this chapter to eliminate and prevent discrimination in employment, in credit and financing practices, in places of public accommodation, in the sale, lease, or rental of real property because of race, religion, color, national origin, sex, age, physical or mental disability, marital status, changes in marital status, pregnancy or parenthood. It is also policy of the state to encourage and enable physically and mentally disabled persons to participate fully in the social and economic life of the state and to engage in remunerative employment. It is not the purpose of this chapter to supersede laws pertaining to child labor, the age of majority or other age restrictions or requirements.

This law -- like Title VII of the Civil Rights Act of 1964 -- prohibits employment discrimination and in addition includes Alaska's equal pay provisions:

Sec. 18.80.220. Unlawful employment practices. (a) It is unlawful for

- 1) an employer to refuse employment to a person, or to bar a person from employment, or to discriminate against a person in compensation or in a term, condition, or privilege of employment because of the person's race, religion, color or national origin, or because of the person's age, physical or mental disability, sex, marital status, changes in marital status, pregnancy or parenthood when the reasonable demands of the position do not require distinction on the basis of age, physical or mental disability, sex, marital status, changes in marital status, pregnancy or parenthood;
- 2) a labor organization, because of a person's sex, marital status, changes in marital status, pregnancy, parenthood, age, race, religion, physical or mental disability, color or national origin, to exclude or to expel a person from its membership, or to discriminate in any way against one of its members or an employer or an employee;
- 3) an employer or employment agency to print or circulate or cause to be printed or circulated a statement, advertisement, or publication or to use a form of application for employment or to make an inquiry in connection with prospective employment, which expresses, directly or indirectly, a limitation, specification or discrimination as to sex, physical or mental disability, marital status, pregnancy, parenthood, age, race, creed, color or national origin, or intent to make the limitation, unless based upon a bona fide occupational qualification;
- 4) an employer, labor organization or employment agency to discharge, expel or otherwise discriminate against a person because the person has opposed any practices forbidden under AS 18.10.220 - 18.80.280 or because the person has filed a complaint, testified or assisted in a proceeding under this chapter;

5) an employer to discriminate in the payment of wages as between the sexes, or to employ a female in an occupation in this state at a salary or wage rate less than paid to a male employee for work of comparable character or work in the same operation, business or type of work in the same locality; or

6) a person to print, publish, broadcast or otherwise circulate a statement, inquiry or advertisement in connection with prospective employment that expresses directly a limitation, specification of discrimination as to sex, physical or mental disability, marital status, changes in marital status, pregnancy, parenthood, age, race, religion, color or national origin, unless based upon a bona fide occupational qualification.

In addition the law has similar and more extensive provisions than Title VI of the Civil Rights Act of 1964 as amended, covering state and local governments:

Sec 18.80.255. Unlawful practices by the state or its political subdivisions. It is unlawful for the state or any of its political subdivisions

1) to refuse, withhold from or deny a person any local, state or federal funds, services, goods, facilities, advantages or privileges because of race, religion, sex, color or national origin;

2) to publish, circulate, issue, display, pose or mail a written or printed communication, notice or advertisement that states or implies that any local, state or federal funds, services, goods, facilities, advantages or privileges of the office or agency will be refused, withheld from or denied to a physically or mentally disabled person or a person belonging to a particular race, creed, sex, color or national origin is unwelcome, not desired or solicited; it is not unlawful to post a notice that facilities to accommodate the physically or mentally disabled are not available.

(3) to refuse or deny to a person any local, state, or federal funds, services, goods, facilities, advantages or privileges because of physical or mental disability.

9. The State Equal Employment Opportunity Program, as amended (AS 39.28.010)

This law was enacted in 1985 to ensure fair employment practices in the executive branch of state government and to eliminate barriers to the employment of women, minorities, and other disadvantaged groups or individuals. The department is required by this state law to adopt and maintain an affirmative action program.

Section 39.28.040. Affirmative action plan. The department shall establish an equal employment opportunity program and adopt annually an affirmative action plan for the executive branch of state government. The plan remains in effect until the department establishes a subsequent plan. The office shall work with each agency to enhance equal employment opportunity.

Section 39.28.050. Compliance with affirmative action plan. (a) Each agency shall comply with the affirmative action plan. Each commissioner or executive head of an agency shall adopt an affirmative action program to implement the plan within the agency. At the request of the office, a state official shall report to the office about agency employment practices and activities to implement and comply with the plan or program.

b) When the office finds that an agency has violated the affirmative action plan or its affirmative action program, the office may

1) suspend the hiring authority of the agency; and

2) impose mandatory affirmative action measures on the agency to bring the agency into compliance.

10. Alaska State Personnel Act, as amended (AS 39.25 et seq.).

The State Personnel Act regulates the personnel practices of the department and has specific prohibitions against employment discrimination:

f) Action affecting the employment status of a state employee or an applicant for state service, including appointment, promotion, demotion, suspension, or removal, may not be taken or withheld on the basis of unlawful discrimination due to race, religion, color, or national origin, age, handicap, sex, marital status, change in marital status, pregnancy, or parenthood. In addition, action affecting the employment status of an employee in the classified service, including appointment, promotion, demotion, suspension, or removal, may not be taken or withheld for a reason not related to merit.

g) Action affecting the employment status of an employee in the classified service or an applicant for the position in the classified service, including appointment, promotion, demotion, suspension, or removal, may not be taken or withheld on the basis of unlawful discrimination due to political beliefs.

i) A person may not obstruct the right of another person to examination, eligibility, certification, appointment, or promotion under this chapter.

11. Administrative Order No. 81

This order is the policy for the executive branch of state government prohibiting discriminatory harassment and more specifically sexual harassment.

I. Statement of Policy

1.1 The executive branch of the State of Alaska, as an employer, will not tolerate, condone or permit any kind of harassment of employees or applicants for employment on the basis of their sex, color, race, religion, national origin, age, handicap, marital status, changes in marital status, pregnancy or parenthood. Such harassment is in direct violation of federal and state law and is inconsistent with the state's policy on equal employment opportunity.

12. Administrative Order 129

II. Statement of Policy:

(a) No qualified individual with a disability shall be excluded, by reason of such disability, from participation in or be denied the benefits of the services, programs or activities of a state agency, or be subjected to discrimination by any agency.

(b) No agency shall discriminate against a qualified individual with a disability because of the disability of such individual in regard to job application procedures, the hiring, advancement, or discharge of employees, employee compensation, job training, and any other term, condition, and privilege of employment.

(c) Each agency shall operate each of its services, programs, and activities so that a service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

13. Administrative Order 195

Recognizes the findings of the Governor's Commission on Tolerance and implements procedures to renew the state's commitment to diversity in the state workplace free from discrimination and harassment.

14. Prohibitions and Penalties for Coercion, Retaliation, and Willful Discrimination

The Department is committed by policy to holding its employees accountable for their conduct in complying with EEO/AA policy and with federal and state law. Failure to comply may result in disciplinary action up to and including denial of merit increase, suspension and dismissal.

In addition, there are legal sanctions in Alaska that may be imposed on the Department and employees by agencies outside of the Department for certain violations of civil rights laws. These sanctions affect the conduct of the Department's executives, managers, supervisors, employees, and in some instances, contractors dealing with department employees. Specifically there are prohibitions and penalties for acts of coercion, retaliation and willful discrimination against employees and applicants for employment. These penalties include denial of merit increase, fines, discharge from employment, imprisonment, and loss of contract.

The following is a list of some, but not all, of the legal sanctions for an individual engaging in acts of coercion, retaliation or willful discrimination.

1. State Human Rights Act (AS 18.80.200 et seq.)

Section 18.80.260. Coercion. It is unlawful for a person to aid, abet, incite, compel or coerce the doing of an act forbidden under this chapter.

Section 18.80.270. Penalty. A person, employer, labor organization or employment agency, who or which willfully engages in an unlawful discriminatory conduct prohibited by this chapter, or willfully resists, prevents, impedes or interferes with the commission or any of its authorized representatives in the performance of duty under this chapter, or who or which willfully violates an order of the commission, guilty of a misdemeanor and upon conviction by a court of competent jurisdiction is punishable by a fine of not more than \$500, or by imprisonment in jail for not more than 30 days, or by both.

2. State Equal Employment Opportunity Act (AS 39.28.070 et seq.)

Section 39.28.070. Retaliation Prohibited. (a) An agency, officer, or state employee may not directly or indirectly refuse to hire, transfer or promote, or dismiss, demote, suspend, lay off, or otherwise discipline a person for filing a complaint with the office for a failure to comply with affirmative action or equal employment opportunity or for assisting the office in an investigation of a complaint.

b) A person who knowingly violates this section is liable for a civil penalty of not more than \$1,000.

3. State Personnel Act (AS 39.25 et seq.)

Sec. 39.25.210. Penalties. (a) A person who willfully violates a provision of this chapter or of the personnel rules adopted under this chapter is guilty of a misdemeanor.

(b) A state employee who is convicted of a misdemeanor under this chapter or the personnel rules adopted under this chapter immediately forfeits an employee's office or position.

4. Administrative Order No. 81

1.2 Persons who knowingly engage in or instigate such harassment will be subject to disciplinary actions which may lead to suspension and discharge. Additionally, managers and supervisors who knowingly permit harassment activity to occur without further action will be subject to disciplinary action. Where such prohibited activity is perpetrated by a non-employee, the state will take available and appropriate disciplinary action which may include, by way of example, loss of contract.

4.2 Complaints: (d) Any form of retaliation, reprisal or adverse action taken against an employee for complaining about, reporting, or cooperating in the investigation of such harassment is prohibited and will be dealt with severely. Such disciplinary action may include suspension and dismissal.

EEO Complaint Analysis Report

July 1, 2011 – June 30, 2012

#	Issue	Race	Gender	Agency filed with			Race	Gender (Sex)	Age	Disability	National Origin	Religion	Sex/ Harassment	Color	Retaliation	Other	Status/ Comments	Investigating Entity
				DOP	ASCHR	EEOC												
				Date	Date	Date												
1	Termination	AI/AN	M		10/29/10		X	X									Investigation pending	ASCHR
2	Failure to Accommodate	W	F		11/18/11										X		Failure to accommodate for pregnancy	
3	Terms, conditions, privileges	W	M		7/6/10				X								Awaiting EEOC action. Partial closure 6/9/11.	EEOC
4	Sexual Harassment	W	M		9/2/10	10/29/10		X						X			4/25/11 EEOC closed case. 11/7/11 CP filed discrimination lawsuit.	EEOC
5	Failure to Promote	A/PI	F		5/18/12		X	X									Pending AK Supreme Court decision.	
6	Terms, conditions, privileges	W	M		1/16/09	8/5/09			X								Awaiting EEOC action. Partial closure 8/4/09.	EEOC
7	Terminated	AI/AN	M		5/7/12		X										Investigation pending	ASCHR
8	Terms, conditions, privileges	W	F		12/10/09									X			Investigation pending	ASCHR
9	Terminated	B	M		5/25/12					X							Investigation pending	ASCHR
10	Demotion	H	F		4/17/09												Awaiting EEOC action. Partial Closure 4/5/12.	EEOC
11	Discipline	B	F		7/15/11		X							X			Awaiting EEOC action. Partial closure 3/15/12	EEOC
12	Terms, conditions, privileges	W	M		4/2/09				X								Awaiting EEOC action. Partial Closure 3/22/12.	EEOC
13	Harassment	AI/AN	M		3/6/12		X										Investigation pending	ASCHR
14	Failure to Hire	W	M		12/22/10				X								Awaiting EEOC action. Partial closure 12/16/11	EEOC
15	Discipline	W	F		1/4/10					X							Investigation Pending	ASCHR
16	Terms, conditions, privileges	H	F		5/19/10	6/14/10											Awaiting EEOC action. Partial Closure 2/15/12	EEOC

17	Retaliation	H	F		10/19/10									X		Awaiting EEOC action. Partial closure 2/15/12	EEOC
18	Constructive Discharge	AI/AN	F		5/11/10				X					X		ASCHR closed 6/6/12	ASCHR
19	Failure to Hire	W	M		7/26/10			X								Awaiting EEOC action. Partial Closure 2/15/12	EEOC
20	Failure to Accommodate	W	F		9/28/10		X							X		ASCHR adopted EEOC's finding, closed case 4/10/12	ASCHR
21	Discipline	AI/AN	F		3/29/11						X			X		9/19/11 EEOC dismissal/NSR	EEOC
22	Harassment	A/PI	F		10/19/11		X			X						6/8/12 closed case NSE	ASCHR

W = White B = Black A/PI = Asian/Pacific Islander H = Hispanic AI/AN = American Indian/Alaska Native

EEO Complaint Analysis Report Synopsis:

- 8 new complaints pending investigation
- 9 partially closed complaints
- 5 fully closed complaints

- 36% new complaints pending investigation
- 41% partially closed complaints
- 23% fully closed complaints

Publicizing the Department's Affirmative Action Plan

The Affirmative Action Plan (AAP) will be publicized internally and externally by:

Discussing the AAP at special meetings with executive, management, and supervisory personnel to explain the content of the EEO/AA policy and the AAP and each individual's responsibility for effective implementation;

Preparing a report providing program status and progress on a regular basis. The report will be shared with department management and presented at the monthly department Manager's Meetings.

Making the AAP available to all department officials and hiring authorities by posting to the department's web site;

Distributing letters that encourage applicant referrals and notice to minority groups, women's organizations, community action groups, appropriate state agencies and professional organizations that the AAP is located on the department's web site.

In addition:

The EEO/AA policy shall be discussed thoroughly in employee orientation and management training programs;

The EEO/AA policy statement and federal and state EEO posters are posted on departmental bulletin boards;

Recruitment postings and newspaper ads contain the words, "We are an Equal Employment Opportunity Employer and support workplace diversity"; and

Recruitment postings, newspaper ads, and employment applications are available in alternate formats upon request.

PROGRAMS TO ELIMINATE DISCRIMINATORY BARRIERS & ACHIEVE GOALS

A. Job Structuring and Upward Mobility.

- Minimum qualifications of established job classes are routinely reviewed to ensure the requirements are job related during classification studies performed by the Department of Administration. When appropriate, job class series are established that include entry level or trainee positions. Career barriers are identified and eliminated.
- The department will continue, on an annual basis, to encourage the establishment of affirmative action intern and apprenticeship programs, as resources permit, to facilitate the progression of women and minorities within the department's workforce.
- The department will ensure, on an annual basis, that women and minority employees receive an equal opportunity to participate in training and education programs sponsored by or paid by the department by monitoring participation rates, notifying women and minority employees of training opportunities and by counseling them during the performance evaluation process and advising them of department-funded education programs and encouraging them to apply.
- The department will continue to utilize the engineer-in-training program.
- Supervisors will continue to provide career counseling and guidance to employees in the performance evaluation process. Supervisors will also review position descriptions to ensure they are accurate during the performance evaluation process.

B. Recruitment, Selection and Hiring Applicant Flow Analysis.

- The department will continue, on an annual basis, to obtain applicant flow data on new hires from the State of Alaska, Department of Administration, Division of Personnel and Labor Relations.
- Applicant flow statistics are generated on an annual basis for job classes hired through the state's on-line hiring system. Four-Fifths Analysis is utilized to identify any adverse impact to underutilized women or minorities. Corrective actions, when needed, will be formulated to eliminate adverse impact.
- When indicated, recruitment efforts will be reviewed or enhanced, to ensure adequate representation of women and minority candidates from the available Alaska Civilian Workforce.
- The department will ensure that recruitment notices do not unduly restrict or eliminate otherwise qualified applicants.
- The department will continue to use hiring panels to ensure equitable treatment in the interview process.
- The department will continue to consider all underutilized applicants when hiring through the state's on-line hiring system to work toward the goal of elimination of underutilization of women and minorities in the classified employees employment group.
- Division Directors will continue to review the Underutilized Candidate Consideration form to ensure underutilized minorities and women have been given equal opportunity to compete for all job openings.
- The department will continue, on an annual basis, to evaluate the Labor, Trades and Crafts (LTC) Affirmative Action Program to ensure its effectiveness in increasing the representation of women and minorities in LTC skilled crafts and service/maintenance jobs and work toward the goal of elimination of underutilization of women and minorities in the LTC employees employment group.
- The department will continue, on an annual basis, to analyze the effectiveness of the state's on-line hiring system in affording equal employment opportunity to underutilized minorities and females.
- The department has adapted a targeted recruitment approach for hard to fill positions.
- A new recruitment system, NEOGOV Insight, will be used in 2013 that will provide a more user friendly platform to applicants.

C. Promotions.

- The department will continue, on an annual basis, to obtain applicant flow data on promotions from the State of Alaska, Department of Administration, Division of Personnel and Labor Relations.
- The department will maintain a merit promotion program and will continue to post promotional opportunities and announcements of job training throughout the department to increase the promotability of women and minority employees and to ensure equitable treatment.
- The department will continue to encourage the use of open competitive job postings to ensure underutilized minorities and women are considered for all job openings. Veterans' Preference Amendments to Alaska law make mandatory use of open competitive recruitment not feasible.
- The department will ensure recruitment notices do not unduly restrict or eliminate otherwise qualified applicants.

- The department will continue to use hiring panels to ensure equitable treatment in the interview process.
- Division Directors will continue to review the Underutilized Candidate Consideration form to ensure underutilized minorities and women have been given equal opportunity to compete for all job openings.
- The Equal Employment Officer will perform Four-Fifths Analysis from applicant flow statistics generated for promotions to determine adverse impact to underutilized women or minorities. Corrective actions, when needed, will be formulated to eliminate adverse impact.
- The department will continue, on an annual basis, to analyze the effectiveness of the state's on-line hiring system in affording equal employment opportunity to underutilized minorities and females.

D. Training.

- The department will continue to ensure mandatory EEO/AA training is provided to managers and supervisors to ensure managers and supervisors have adequate knowledge and skills to implement their EEO/AA responsibilities.
- The department will continue to encourage supervisors and managers to attend training courses that provide supervisors with the knowledge and skills necessary for the lawful, ethical, and effective supervision of State of Alaska employees.

E. Layoffs, Recalls, Demotions, Disciplinary Actions and Terminations.

- The department will use the same standards for all employees when determining layoffs, recalls, demotions, disciplinary actions, and terminations.
- The department will continue, on an annual basis, to monitor layoffs of classified employees to assess the impact of layoff/recall and determine whether there are disparate effects on women or minorities.
- The department will continue, on an annual basis, to monitor demotions to assess the impact and determine whether there are disparate effects on women or minorities.
- The department will continue to monitor and assess the Disciplinary Action database to assess the impact of disciplinary actions on women or minorities.

F. Other Personnel Actions.

- The department will continue to utilize the grievance procedures as outlined in collective bargaining unit agreements located on the state and union websites.
- The department will continue to use the system outlined in this AAP, when processing complaints that allege discrimination.
- The department will continue to rate the performance of managers and supervisors for discharging their EEO responsibilities.

The department will continue to ensure applicable benefits are equally available to all employee groups.

Personnel Activity Analysis - July 1, 2011 through June 30, 2012

Job Category	Activity	TOTAL			MINORITIES								
		All Employees			Males				Females				
		Total	Males	Females	B	A/PI	AI/AN	H	B	A/PI	AI/AN	H	
Officials/ Administrators	New Hires	2	1	1									
	Promotions	1	1										
	Terminations	7	4	3									
	Training	49	22	27							13		
	Layoffs	0											
	Recalls	0											
	Total	59	28	31	0	0	0	0	0	0	13	0	0
Professionals	New Hires	69	42	27	1	3	3		1	2			
	Promotions	109	72	37		4	2	1		4	8		
	Terminations	84	51	33		1	4	2		2			
	Training	1589	968	621	8	36	18	18	3	39	38	6	
	Layoffs	0											
	Recalls	0											
	Totals	1851	1133	718	9	44	27	21	4	47	46	6	6
Technicians	New Hires	26	20	6		1	1						
	Promotions	26	21	5		1	3						
	Terminations	54	36	18	2	3	3				3	1	
	Training	104	68	36	1	2	4	1			9		
	Layoffs	0											
	Recalls	0											
	Totals	210	145	65	3	7	11	1	0	0	12	1	1
Protective Services	New Hires	10	9	1									
	Promotions	18	16	2		1							
	Terminations	7	6	1			1	1					
	Training	3	3	0				2					
	Layoffs	0											
	Recalls	0											
	Totals	38	34	4	0	1	1	3	0	0	0	0	0
Paraprofessionals	New Hires	1		1									
	Promotions	1		1									
	Terminations	3		3						1			
	Training	336	140	196			5		6	3	22	3	
	Layoffs	0											
	Recalls	0											
	Totals	341	140	201	0	0	5	0	6	4	22	3	3
Administrative Support	New Hires	51	12	39	1	1	1	1	2	3	6	1	
	Promotions	48	12	36		1		3	1	4	3	2	
	Terminations	81	23	58		1	2		1	2	9	3	
	Training	154	32	122						3	6	12	
	Layoffs	0											
	Recalls	0											
	Totals	334	79	255	1	3	3	4	4	12	24	18	
Skilled Craft	New Hires	150	145	5	2	2	21	3	1				
	Promotions	106	102	4	1	4	6	2			1		
	Terminations	253	221	32	2	4	22	6			9	1	
	Training	642	624	18	50	6	37	4	2		3		
	Layoffs	0											
	Recalls	0											
	Totals	1152	1092	59	55	16	86	15	3	0	13	1	
Service/ Maintenance	New Hires	141	95	46	3	5	11	4		3	3	3	
	Promotions	39	23	16		3	3				4	1	
	Terminations	116	85	31	5	6	3	4		1	8	1	
	Training	3821	2699	1122	101	174	396	102	3	51	106	71	
	Layoffs	0											
	Recalls	0											
	Totals	4117	2902	1215	109	188	413	110	3	55	121	76	

Personnel Activity Analysis												
July 1, 2011 through June 30, 2012												
Job Category	Activity	TOTAL			MINORITIES							
		All Employees			Males				Females			
		Total	Males	Females	B	A/PI	AI/AN	H	B	A/PI	AI/AN	H
TOTALS	New Hires	450	324	126	7	13	37	8	4	8	9	4
	Promotions	348	247	101	1	14	14	6	1	8	16	3
	Terminations	605	426	179	9	15	35	13	1	6	29	6
	Training	6698	4556	2142	160	218	460	127	16	96	197	92
	Layoffs	0	0	0	0	0	0	0	0	0	0	0
	Recalls	0	0	0	0	0	0	0	0	0	0	0
	Totals	8101	5553	2548	177	260	546	154	22	118	251	105

TOTAL TRAINING PARTICIPANTS ANALYSIS

July 1, 2011– June 30, 2012

EEO-4 Job Categories	FEMALE						MALE						Grand Total
	W	B	H	A/PI	AI/AN	Total Females	W	B	H	A/PI	AI/AN	Total Males	
Officials/Administrators	14				13	27	22					22	49
Professionals	535	3	6	39	38	621	888	8	18	36	18	968	1589
Technicians	27				9	36	60	1	1	2	4	68	104
Protective Services						0	1		2			3	3
Paraprofessionals	162	6	3	3	22	196	135				5	140	336
Administrative Support	101		12	3	6	122	32					32	154
Skilled Craft	13	2			3	18	527	50	4	6	37	624	642
Service/Maintenance	891	3	71	51	106	1122	1926	101	102	174	396	2699	3821
Total	1743	14	92	96	197	2142	3591	160	127	218	460	4556	6698

W = White
 B = Black
 H = Hispanic
 A/PI = Asian/Pacific Islander
 AI/AN = American Indian/Alaska Native

APPLICATION OF FOUR-FIFTHS RULE ANALYSIS

New Hires						
Race Category	Total Applicants	Total Hires	Selection Rate	Ratio to Highest Rate	4/5ths Rule 80% of Base	Adverse Impact?
W Male	545	96	18%	.75	.75<.80	Yes
B Male	25	6	24%	1.00	1.00>.80	No
H Male	27	4	15%	.63	.63<.80	Yes
A/PI Male	68	10	15%	.63	.63<.80	Yes
AI/AN Male	51	11	22%	.92	.92>.80	No
Unk Male	12	0	0.0%	0.0	0.0<.80	Yes
W Female	421	93	22%	.92	.92>.80	No
B Female	23	3	13%	.54	.54<.80	Yes
H Female	26	2	8%	.33	.33<.80	Yes
A/PI Female	55	8	15%	.63	.63<.80	Yes
AI/AN Female	64	8	13%	.54	.54<.80	Yes
Unk Female	20	3	15%	.63	.63<.80	Yes
Total Males	728	127	17%	.71	.71<.80	Yes
Total Females	609	117	19%	.79	.79<.80	Yes
Promotions						
W Male	171	61	36%	.36	.36<.80	Yes
B Male	2	1	50%	.50	.50<.80	Yes
H Male	9	2	22%	.22	.22<.80	Yes
A/PI Male	13	5	38%	.38	.38<.80	Yes
AI/AN Male	14	2	14%	.14	.14<.80	Yes
Unk Male	1	1	100%	1.00	1.00>.80	No
W Female	109	45	41%	.41	.41<.80	Yes
B Female	2	1	50%	.50	.50<.80	Yes
H Female	8	3	38%	.38	.38<.80	Yes
A/PI Female	6	3	50%	.50	.50<.80	Yes
AI/AN Female	20	6	30%	.30	.30<.80	Yes
Unk Female	1	1	100%	1.00	1.00>.80	No
Total Males	210	72	34%	.34	.34<.80	Yes
Total Females	146	59	40%	.40	.40<.80	Yes
Race Category	Total Workforce	Total Employees	Selection Rate	Ratio to Highest Selection Rate	4/5ths Rule 80% of Base	Adverse Impact?
Training						
W Male	1689	3591	213%	.46	.46<.80	Yes
B Male	38	160	421%	.92	.92>.80	No
H Male	39	127	334%	.73	.73<.80	Yes
A/PI Male	105	218	208%	.45	.45<.80	Yes
AI/AN Male	152	460	303%	.66	.66<.80	Yes
W Female	562	1743	303%	.66	.66<.80	Yes
B Female	21	14	67%	.15	.15<.80	Yes
H Female	20	92	460%	1.00	1.00>.80	No
A/PI Female	53	96	181%	.39	.39<.80	Yes
AI/AN Female	60	197	328%	.71	.71<.80	Yes
Total Minorities	488	1367	280%	.61	.61<.80	Yes
Total Males	2023	4556	225%	.49	.49<.80	Yes
Total Females	716	2144	299%	.65	.65<.80	Yes
Layoffs/Recalls						
W Male	1689	0	N/A			N/A
B Male	38	0	N/A			N/A
H Male	39	0	N/A			N/A
A/PI Male	105	0	N/A			N/A
AI/AN Male	152	0	N/A			N/A
W Female	562	0	N/A			N/A
B Female	21	0	N/A			N/A
H Female	20	0	N/A			N/A
A/PI Female	53	0	N/A			N/A
AI/AN Female	60	0	N/A			N/A
Total Minorities	488	0	N/A			N/A
Total Males	2023	0	N/A			N/A
Total Females	716	0	N/A			N/A

APPLICATION OF FOUR-FIFTHS RULE ANALYSIS

Demotions						
Race Category	Total Workforce	Total Employees	Selection Rate	Ratio to Highest Rate	4/5ths Rule 80% of Base	Adverse Impact?
W Male	1689	18	1%	.20	.20<.80	Yes
B Male	38	0	0.0	0.0	0.0<.80	Yes
H Male	39	1	3%	.60	.60<.80	Yes
A/PI Male	105	3	3%	.60	.60<.80	Yes
AI/AN Male	152	3	2%	.40	.40<.80	Yes
W Female	562	8	1%	.20	.20<.80	Yes
B Female	21	0	0.0	0.0	0.0<.80	Yes
H Female	20	1	5%	1.00	1.00>.80	No
A/PI Female	53	2	4%	.80	.80>.80	Yes
AI/AN Female	60	1	2%	.40	.40<.80	Yes
Total Minorities	488	12	2%	.40	.40<.80	Yes
Total Males	2023	25	1%	.20	.20<.80	Yes
Total Females	716	12	2%	.40	.40<.80	Yes
Disciplinary Actions						
W Male	1689	45	3%	.38	.38<.80	Yes
B Male	38	3	8%	1.00	1.00>.80	No
H Male	39	2	5%	.63	.63<.80	Yes
A/PI Male	105	0	0.0	0.0	0.0<.80	Yes
AI/AN Male	152	7	5%	.63	.63<.80	Yes
W Female	562	10	2%	.25	.25<.80	Yes
B Female	21	0	0.0	0.0	0.0<.80	Yes
H Female	20	0	0.0	0.0	0.0<.80	Yes
A/PI Female	53	3	6%	.75	.75<.80	Yes
AI/AN Female	60	4	7%	.88	.88>.80	No
Total Minorities	488	19	4%	.50	.50<.80	Yes
Total Males	2023	57	3%	.38	.38<.80	Yes
Total Females	716	17	2%	.25	.25<.80	Yes
Terminations						
W Male	1689	354	21%	.44	.44<.80	Yes
B Male	38	9	24%	.50	.50<.80	Yes
H Male	39	13	33%	.69	.69<.80	Yes
A/PI Male	105	15	14%	.29	.29<.80	Yes
AI/AN Male	152	35	23%	.48	.48<.80	Yes
W Female	562	137	24%	.50	.50<.80	Yes
B Female	21	1	5%	.10	.10<.80	Yes
H Female	20	6	30%	.63	.63<.80	Yes
A/PI Female	53	6	11%	.23	.23<.80	Yes
AI/AN Female	60	29	48%	1.00	1.00>.80	No
Total Minorities	488	114	23%	.48	.48<.80	Yes
Total Males	2023	426	21%	.44	.44<.80	Yes
Total Females	716	179	25%	.52	.52<.80	Yes

NEW HIRES – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY

OFFICIALS/ADMINISTRATORS: Direct appointment by the Governor

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Hires	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Selection Rate														
Ratio to Highest Rate														
4/5 Rule 80% of Base														
Adverse Impact?														

PROFESSIONALS

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	386	151	287	116	13	5	11	4	39	9	27	11	9	6
Total Hires	40	28	35	25	1	0	0	0	2	3	2	0	0	0
Selection Rate	10%	19%	12%	22%	8%	0.0	0.0	0.0	5%	33%	7%	0.0	0.0	0.0
Ratio to Highest Rate	.30	.58	.36	.67	.24	0.0	0.0	0.0	.15	1.00	.21	0.0	0.0	0.0
4/5 Rule 80% of Base	.30<.80	.58<.80	.36<.80	.67<.80	.24<.80	0.0<.80	0.0<.80	0.0<.8	.15<.80	1.00>.80	.21<.80	0.0<.80	0.0<.80	0.0<.80
Adverse Impact?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes

TECHNICIANS

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	22	9	19	9	0	0	3	0	0	0	0	0	0	0
Total Hires	2	2	2	2	0	0	0	0	0	0	0	0	0	0
Selection Rate	9%	22%	11%	22%	N/A	N/A	0.0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	.41	1.00	.50	1.00			0.0							
4/5 Rule 80% of Base	.41<.80	1.00>.80	.50<.80	1.00>.80			0.0<.80							
Adverse Impact?	Yes	No	Yes	No	N/A	N/A	Yes	N/A	N/A	N/A	N/A	N/A	N/A	N/A

PROTECTIVE SERVICES

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	73	5	64	4	2	0	2	0	4	0	1	1	0	0
Total Hires	8	2	7	1	0	0	0	0	1	0	0	1	0	0
Selection Rate	11%	40%	11%	25%	0.0	N/A	0.0	N/A	25%	N/A	0.0	100%	N/A	N/A
Ratio to Highest Rate	.11	.40	.11	.25	0.0		0.0		.25		0.0	1.00		
4/5 Rule 80% of Base	.11<.80	.40<.80	.11<.80	.25<.80	0.0<.80		0.0<.80		.25<.80		0.0<.80	1.00>.80		
Adverse Impact?	Yes	Yes	Yes	Yes	Yes	N/A	Yes	N/A	Yes	N/A	Yes	No	N/A	N/A

NEW HIRES – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY continued

PARAPROFESSIONALS

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	1	5	1	2	0	0	0	0	0	3	0	0	0	0
Total Hires	0	1	0	0	0	0	0	0	0	1	0	0	0	0
Selection Rate	0.0	20%	0.0	0.0	N/A	N/A	N/A	N/A	N/A	33%	N/A	N/A	N/A	N/A
Ratio to Highest Rate	0.0	.61	0.0	0.0						1.00				
4/5 Rule 80% of Base	0.0<.80	.61<.80	0.0<.80	0.0<.80						1.00>.80				
Adverse Impact?	Yes	Yes	Yes	Yes	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A

ADMINISTRATIVE SUPPORT

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	181	412	133	271	6	18	7	20	19	41	14	48	2	14
Total Hires	33	58	22	46	2	3	2	0	5	2	2	4	0	3
Selection Rate	18%	14%	17%	17%	33%	17%	29%	0.0	26%	5%	14%	8%	0.0	21%
Ratio to Highest Rate	.55	.42	.52	.52	1.00	.52	.88	0.0	.79	.15	.42	.24	0.0	.64
4/5 Rule 80% of Base	.55<.80	.42<.80	.52<.80	.52<.80	1.00>.80	.52<.80	.88>.80	0.0<.80	.79<.80	.15<.80	.42<.80	.24<.80	0.0<.80	.64<.80
Adverse Impact?	Yes	Yes	Yes	Yes	No	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes

SKILLED CRAFT

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Hires	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Selection Rate														
Ratio to Highest Rate														
4/5 Rule 80% of Base														
Adverse Impact?														

SERVICE/MAINTENANCE

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	62	27	39	19	4	0	4	2	6	2	9	4	0	0
Total Hires	44	26	30	19	3	0	2	2	2	2	7	3	0	0
Selection Rate	71%	96%	77%	100%	75%	N/A	50%	100%	33%	100%	78%	75%	N/A	N/A
Ratio to Highest Rate	.71	.96	.77	1.00	.75		.50	1.00	.33	1.00	.78	.75		
4/5 Rule 80% of Base	.71<.80	.96>.80	.77<.80	1.00>.80	.75<.80		.50<.80	1.00>.80	.33<.80	1.00>.80	.78<.80	.75>.80		
Adverse Impact?	Yes	No	Yes	No	Yes	N/A	Yes	No	Yes	No	Yes	Yes	N/A	N/A

PROMOTIONS – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY

OFFICIALS/ADMINISTRATORS: Direct appointment by the Governor

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Hires	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Selection Rate														
Ratio to Highest Rate														
4/5 Rule 80% of Base														
Adverse Impact?														

PROFESSIONALS

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	154	72	127	55	1	2	7	2	11	3	7	10	1	0
Total Hires	55	32	46	26	0	1	2	0	4	2	2	3	1	0
Selection Rate	36%	44%	36%	47%	0.0	50%	29%	0.0	36%	67%	29%	30%	100%	N/A
Ratio to Highest Rate	.36	.44	.36	.47	0.0	.50	.29	0.0	.36	.67	.29	.30	1.00	
4/5 Rule 80% of Base	.36<.80	.44<.80	.36<.80	.47<.80	0.0<.80	.50<.80	.29<.80	0.0<.80	.36<.80	.67<.80	.29<.80	.30<.80	1.00>.80	
Adverse Impact?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	N/A

TECHNICIANS

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	2	0	2	0	0	0	0	0	0	0	0	0	0	0
Total Hires	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Selection Rate	100%	N/A	100%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	0.0		0.0											
4/5 Rule 80% of Base	1.0>.80		1.0>.80											
Adverse Impact?	No	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

PROTECTIVE SERVICES

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	25	3	19	2	0	0	1	0	1	0	4	1	0	0
Total Hires	9	1	8	1	0	0	0	0	1	0	0	0	0	0
Selection Rate	36%	33%	50%	50%	N/A	N/A	0.0	N/A	100%	N/A	0.0	0.0	N/A	N/A
Ratio to Highest Rate	.36	.33	.50	.50			0.0		1.00		0.0	0.0		
4/5 Rule 80% of Base	.36<.80	.33<.80	.50<.80	.50<.80			0.0<.80		1.00>.80		0.0<.80	0.0<.80		
Adverse Impact?	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	No	N/A	Yes	Yes	N/A	N/A

PROMOTIONS – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY continued

PARAPROFESSIONALS

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	0	7	0	6	0	0	0	0	0	0	0	1	0	0
Total Hires	0	2	0	2	0	0	0	0	0	0	0	0	0	0
Selection Rate	N/A	29%	N/A	33%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.0	N/A	N/A
Ratio to Highest Rate		.88		100.0								0.0		
4/5 Rule 80% of Base		.88>.80		1.00>.80								0.0<.80		
Adverse Impact?	N/A	No	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Yes	N/A	N/A

ADMINISTRATIVE SUPPORT

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	16	61	12	45	1	0	1	6	1	3	1	5	0	1
Total Hires	5	22	4	15	1	0	0	3	0	1	0	2	0	1
Selection Rate	31%	36%	33%	33%	100%	N/A	0.0	50%	0.0	33%	0.0	40%	N/A	100%
Ratio to Highest Rate	.31	.36	.33	.33	1.00		0.0	.50	0.0	.33	0.0	.40		1.00
4/5 Rule 80% of Base	.31<.80	.36<.80	.33<.80	.33<.80	1.00>.80		0.0<.8	.50<.80	0.0<.80	.33<.80	0.0<.80	.40<.80		1.00>.8
Adverse Impact?	Yes	Yes	Yes	Yes	No	N/A	Yes	Yes	Yes	Yes	Yes	Yes	N/A	No

SKILLED CRAFT: LTC Promotions are seniority based

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Hires	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Selection Rate														
Ratio to Highest Rate														
4/5 Rule 80% of Base														
Adverse Impact?														

SERVICE/MAINTENANCE: Marine promotions are based on bid

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	6	2	4	1	0	0	0	0	0	0	2	1	0	0
Total Hires	0	1	0	1	0	0	0	0	0	0	0	0	0	0
Selection Rate	0.0	50%	0.0	100%	N/A	N/A	N/A	N/A	N/A	N/A	0.0	0.0	N/A	N/A
Ratio to Highest Rate	0.0	.50	0.0	1.00							0.0	0.0		
4/5 Rule 800% of Base	0.0<.80	.50<.80	0.0<.80	1.00>.80							0.0<.80	0.0<.80		
Adverse Impact?	Yes	Yes	No	Yes	N/A	N/A	N/A	N/A	N/A	N/A	Yes	Yes	N/A	N/A

TRAINING – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY

OFFICIALS/ADMINISTRATORS: Direct appointment by the Governor

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	20	7	18	6	0	0	1	0	0	0	1	1
Total Participants	22	27	22	14	0	0	0	0	0	0	0	13
Selection Rate	110%	386%	122%	233%	N/A	N/A	0.0%	N/A	N/A	N/A	0.0%	1300%
Ratio to Highest Rate	.08	.30	.09	.18			0.0				0.0	13.0
4/5 Rule 80% of Base	.08<.80	.30<.80	.09<.80	.18<.80			0.0<.80				0.0<.80	13.0>.80
Adverse Impact?	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	N/A	N/A	Yes	No

PROFESSIONALS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	582	326	529	279	8	5	10	6	22	16	13	20
Total Participants	968	621	888	535	8	3	18	6	36	39	18	38
Selection Rate	166%	190%	168%	192%	100%	60%	180%	100%	164%	244%	138%	190%
Ratio to Highest Rate	.68	.78	.69	.79	.41	.25	.74	.41	.67	1.00	.57	.78
4/5 Rule 80% of Base	.68<.80	.78<.80	.69<.80	.79<.80	.41<.80	.25<.80	.74<.80	.41<.80	.67<.80	1.00>.80	.57<.80	.78<.80
Adverse Impact?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes

TECHNICIANS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	41	21	34	17	1	0	0	1	3	1	3	2
Total Participants	68	36	60	27	1	0	1	0	2	0	4	9
Training Rate	166%	171%	176%	159%	100%	N/A	N/A	0.0	67%	0.0	133%	450%
Ratio to Highest Rate	.37	.38	.39	.35	.22			0.0	.15	0.0	.30	1.00
4/5 Rule 80% of Base	.37<.80	.38<.80	.39<.80	.35<.80	.22<.80			0.0<.80	.15<.80	0.0<.80	.30<.80	1.00>.80
Adverse Impact?	Yes	Yes	Yes	Yes	Yes	N/A	N/A	Yes	Yes	Yes	Yes	No

PROTECTIVE SERVICES

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	80	9	67	8	4	0	3	0	3	0	3	1
Total Participants	3	0	1	0	0	0	2	0	0	0	0	0
Training Rate	3.8%	0.0	1.5%	0%	0%	N/A	67%	N/A	0%	N/A	0%	0%
Ratio to Highest Rate	.06	.0	.02	.0	.0		1.00		.0		.0	.0
4/5 Rule 80% of Base	.06<.80	.0<.80	.02<.80	.0<.80	.0<.80		1.00>.8		.0<.80		.0<.80	.0<.80
Adverse Impact?	Yes	Yes	Yes	Yes	Yes	N/A	No	N/A	Yes	N/A	Yes	Yes

TRAINING – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY continued

PARAPROFESSIONALS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	16	56	15	34	0	4	1	5	0	3	0	10
Total Participants	140	196	135	162	0	6	0	3	0	3	5	22
Training Rate	875%	350%	900%	476%	N/A	150%	0%	60%	N/A	100%	N/A	220%
Ratio to Highest Rate	.97	.39	1.00	.53		.17	0.0	.07		.11		.24
4/5 Rule 80% of Base	.97>.80	.39<.80	1.00>.80	.53<.80		.17<.80	0.0<.80	.07<.80		.11<.80		.24<.80
Adverse Impact?	No	Yes	No	Yes	N/A	Yes	Yes	Yes	N/A	Yes	N/A	Yes

ADMINISTRATIVE SUPPORT

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	37	175	27	136	3	9	0	4	2	10	5	16
Total Participants	32	122	32	101	0	0	0	12	0	3	0	6
Training Rate	86%	70%	119%	74%	0%	0%	N/A	300%	0%	30%	0%	38%
Ratio to Highest Rate	.29	.23	.40	.25	0.0	0.0		1.00	0.0	.10	0.0	.13
4/5 Rule 80% of Base	.29<.80	.23<.80	.40<.80	.25<.80	0.0<.80	0.0<.80		1.00>.80	0.0<.80	.10<.80	0.0<.80	.13<.80
Adverse Impact?	Yes	Yes	Yes	Yes	Yes	Yes	N/A	No	Yes	Yes	Yes	Yes

SKILLED CRAFT

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	880	20	741	16	11	1	11	0	26	1	91	2
Total Participants	624	18	527	13	50	2	4	0	6	0	37	3
Training Rate	71%	90%	71%	81%	455%	200%	36%	N/A	23%	0%	41%	150%
Ratio to Highest Rate	.16	.20	.16	.18	1.00	.44	.08		.05	0.0	.09	.33
4/5 Rule 80% of Base	.16<.80	.20<.80	.16<.80	.18<.80	1.00>.80	.44<.80	.08<.80		.05<.80	0.0<.80	.09<.80	.33<.80
Adverse Impact?	Yes	Yes	Yes	Yes	No	Yes	Yes	N/A	Yes	Yes	Yes	Yes

SERVICE/MAINTENANCE

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	367	102	258	66	11	2	13	4	49	22	36	8
Total Participants	2699	1122	1926	891	101	3	102	71	174	51	396	106
Training Rate	735%	1100%	747%	1350%	918%	150%	785%	1775%	355%	232%	1100%	1325%
Ratio to Highest Rate	.41	.62	.42	.76	.52	.08	.44	1.00	.20	.13	.62	.75
4/5 Rule 800% of Base	.41<.80	.62<.80	.42<.80	.76<.80	.52<.80	.08<.80	.44<.80	1.00>.80	.20<.80	.13<.80	.62<.80	.75<.80
Adverse Impact?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes

LAYOFF/RECALL – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY

OFFICIALS/ADMINISTRATORS: Direct appointment by the Governor

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	20	7	18	6	0	0	1	0	0	0	1	1
Total Layoffs	0	0	0	0	0	0	0	0	0	0	0	0
Total Retained	20	7	18	6	N/A	N/A	1	N/A	N/A	N/A	1	1
Retention Rate	100%	100%	100%	100%			100%				100%	100%
Ratio to Highest Rate	1.00	1.00	1.00	1.00			1.00				1.00	1.00
4/5 Rule 80% of Base	1.00>.80	1.00>.80	1.00>.80	1.00>.80			1.00>.80				1.00>.80	1.00>.80
Adverse Impact?	No	No	No	No	N/A	N/A	No	N/A	N/A	N/A	No	No

PROFESSIONALS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	582	326	529	279	8	5	10	6	22	16	13	20
Total Layoffs	0	0	0	0	0	0	0	0	0	0	0	0
Total Retained	582	326	529	279	8	5	10	6	22	16	13	20
Retention Rate	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Ratio to Highest Rate	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
4/5 Rule 80% of Base	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80
Adverse Impact?	No	No	No	No	No	No	No	No	No	No	No	No

TECHNICIANS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	41	21	34	17	1	0	0	1	3	1	3	2
Total Layoffs	0	0	0	0	0	0	0	0	0	0	0	0
Total Retained	41	21	34	17	1	N/A	N/A	1	3	1	3	2
Retention Rate	100%	100%	100%	100%	100%			100%	100%	100%	100%	100%
Ratio to Highest Rate	1.00	1.00	1.00	1.00	1.00			1.00	1.00	1.00	1.00	1.00
4/5 Rule 80% of Base	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80			1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80
Adverse Impact?	No	No	No	No	No	N/A	N/A	No	No	No	No	No

PROTECTIVE SERVICES

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	80	9	67	8	4	0	3	0	3	0	3	1
Total Layoffs	0	0	0	0	0	0	0	0	0	0	0	0
Total Retained	80	9	67	8	4	N/A	3	N/A	3	N/A	3	1
Retention Rate	100%	100%	100%	100%	100%		100%		100%		100%	100%
Ratio to Highest Rate	1.00	1.00	1.00	1.00	1.00		1.00		1.00		1.00	1.00
4/5 Rule 80% of Base	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80		1.00>.80		1.00>.80		1.00>.80	1.00>.80
Adverse Impact?	No	No	No	No	No	N/A	No	N/A	No	N/A	No	No

LAYOFF/RECALL – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY continued

PARAPROFESSIONALS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	16	56	15	34	0	4	1	5	0	3	0	10
Total Layoffs	0	0	0	0	0	0	0	0	0	0	0	0
Total Retained	16	56	15	34	N/A	4	1	5	N/A	3	N/A	10
Retention Rate	100%	100%	100%	100%		100%	100%	100%		100%		100%
Ratio to Highest Rate	1.00	1.00	1.00	1.00		1.00	1.00	1.00		1.00		1.00
4/5 Rule 80% of Base	1.00>.80	1.00>.80	1.00>.80	1.00>.80		1.00>.80	1.00>.80	1.00>.80		1.00>.80		1.00>.80
Adverse Impact?	No	No	No	No	N/A	No	No	No	N/A	No	N/A	No

ADMINISTRATIVE SUPPORT

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	37	175	27	136	3	9	0	4	2	10	5	16
Total Layoffs	0	0	0	0	0	0	0	0	0	0	0	0
Total Retained	37	175	27	136	3	9	N/A	4	2	10	5	16
Retention Rate	100%	100%	100%	100%	100%	100%		100%	100%	100%	100%	100%
Ratio to Highest Rate	1.00	1.00	1.00	1.00	1.00	1.00		1.00	1.00	1.00	1.00	1.00
4/5 Rule 80% of Base	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80		1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80
Adverse Impact?	No	No	No	No	No	No	N/A	No	No	No	No	No

SKILLED CRAFT

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	880	20	741	16	11	1	11	0	26	1	91	2
Total Layoffs	0	0	0	0	0	0	0	0	0	0	0	0
Total Retained	880	20	741	16	11	1	11	N/A	26	1	91	2
Retention Rate	100%	100%	100%	100%	100%	100%	100%		100%	100%	100%	100%
Ratio to Highest Rate	1.00	1.00	1.00	1.00	1.00	1.00	1.00		1.00	1.00	1.00	1.00
4/5 Rule 80% of Base	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80		1.00>.80	1.00>.80	1.00>.80	1.00>.80
Adverse Impact?	No	No	No	No	No	No	No	N/A	No	No	No	No

SERVICE/MAINTENANCE

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	367	102	258	66	11	2	13	4	49	22	36	8
Total Layoffs	0	0	0	0	0	0	0	0	0	0	0	0
Total Retained	367	102	258	66	11	2	13	4	49	22	36	8
Retention Rate	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Ratio to Highest Rate	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
4/5 Rule 80% of Base	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80
Adverse Impact?	No	No	No	No	No	No	No	No	No	No	No	No

DEMOTIONS – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY

OFFICIALS/ADMINISTRATORS: Direct appointment by the Governor

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	20	7	18	6	0	0	1	0	0	0	1	1
Total Actions	0	0	0	0	0	0	0	0	0	0	0	0
Total Remaining	20	7	18	6	N/A	N/A	1	N/A	N/A	N/A	1	1
Rate	100%	100%	100%	100%			100%				100%	100%
Ratio to Highest Rate	1.00	1.00	1.00	1.00			1.00				1.00	1.00
4/5 Rule 80% of Base	1.0>.80	1.0>.80	1.0>.80	1.0>.80			1.0>.80				1.0>.80	1.0>.80
Adverse Impact?	No	No	No	No	N/A	N/A	No	N/A	N/A	N/A	No	No

PROFESSIONALS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	582	326	529	279	8	5	10	6	22	16	13	20
Total Actions	3	8	3	5	0	0	0	1	0	1	0	1
Total Remaining	579	318	526	274	8	5	10	5	22	15	13	19
Rate	99%	98%	99%	98%	100%	100%	100%	83%	100%	94%	100%	95%
Ratio to Highest Rate	.99	.98	.99	.98	1.00	1.00	1.00	.83	1.00	.94	1.00	.95
4/5 Rule 80% of Base	.99>.80	.98>.80	.99>.80	.98>.80	1.00>.80	1.00>.80	1.00>.80	.83>.80	1.00>.80	.94>.80	1.00>.80	.95>.80
Adverse Impact?	No	No	No	No	No	No	No	No	No	No	No	No

TECHNICIANS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	41	21	34	17	1	0	0	1	3	1	3	2
Total Actions	0	0	0	0	0	0	0	0	0	0	0	0
Total Remaining	41	21	34	17	1	N/A	N/A	1	3	1	3	2
Rate	100%	100%	100%	100%	100%			100%	100%	100%	100%	100%
Ratio to Highest Rate	1.00	1.00	1.00	1.00	1.00			1.00	1.00	1.00	1.00	1.00
4/5 Rule 80% of Base	1.0>.80	1.0>.80	1.0>.80	1.0>.80	1.0>.80			1.0>.80	1.0>.80	1.0>.80	1.0>.80	1.0>.80
Adverse Impact?	No	No	No	No	No	N/A	N/A	No	No	No	No	No

PROTECTIVE SERVICES

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	80	9	67	8	4	0	3	0	3	0	3	1
Total Actions	0	0	0	0	0	0	0	0	0	0	0	0
Total Remaining	80	9	67	8	4	N/A	3	N/A	3	N/A	3	1
Rate	100%	100%	100%	100%	100%		100%		100%		100%	100%
Ratio to Highest Rate	1.00	1.00	1.00	1.00	1.00		1.00		1.00		1.00	1.00
4/5 Rule 80% of Base	1.0>.80	1.0>.80	1.0>.80	1.0>.80	1.0>.80		1.0>.80		1.0>.80		1.0>.80	1.0>.80
Adverse Impact?	No	No	No	No	No	N/A	No	N/A	No	N/A	No	No

DEMOTIONS – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY continued

PARAPROFESSIONALS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	16	56	15	34	0	4	1	5	0	3	0	10
Total Actions	0	0	0	0	0	0	0	0	0	0	0	0
Total Remaining	16	56	15	34	N/A	4	1	5	N/A	3	N/A	10
Rate	100%	100%	100%	100%		100%	100%	100%		100%		100%
Ratio to Highest Rate	1.00	1.00	1.00	1.00		1.00	1.00	1.00		1.00		1.00
4/5 Rule 80% of Base	1.0>.80	1.0>.80	1.0>.80	1.0>.80		1.0>.80	1.0>.80	1.0>.80		1.0>.80		1.0>.80
Adverse Impact?	No	No	No	No	N/A	No	No	No	N/A	No	N/A	No

ADMINISTRATIVE SUPPORT

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	37	175	27	136	3	9	0	4	2	10	5	16
Total Actions	0	1	0	1	0	0	0	0	0	0	0	0
Total Remaining	37	174	27	135	3	9	N/A	4	2	10	5	16
Rate	100%	99%	100%	99%	100%	100%		100%	100%	100%	100%	100%
Ratio to Highest Rate	1.00	.99	1.00	.99	1.00	1.00		1.00	1.00	1.00	1.00	1.00
4/5 Rule 80% of Base	1.00>.80	.99>.80	1.00>.80	.99>.80	1.00>.80	1.00>.80		1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80
Adverse Impact?	No	No	No	No	No	No	N/A	No	No	No	No	No

SKILLED CRAFT

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	880	20	741	16	11	1	11	0	26	1	91	2
Total Actions	15	0	12	0	0	0	1	0	0	0	2	0
Total Remaining	865	20	729	16	11	1	10	N/A	26	1	89	2
Rate	98%	100%	98%	100%	100%	100%	91%		100%	100%	98%	100%
Ratio to Highest Rate	.98	1.00	.98	1.00	1.00	1.00	.91		1.00	1.00	.98	1.00
4/5 Rule 80% of Base	.98>.80	1.00>.80	.98>.80	1.00>.80	1.00>.80	1.00>.80	.91>.80		1.00>.80	1.00>.80	.98>.80	1.00>.80
Adverse Impact?	No	No	No	No	No	No	No	N/A	No	No	No	No

SERVICE/MAINTENANCE

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	367	102	258	66	11	2	13	4	49	22	36	8
Total Actions	4	3	3	2	0	0	0	0	3	1	1	0
Total Remaining	363	99	255	64	11	2	13	4	46	21	35	8
Rate	99%	97%	99%	97%	100%	100%	100%	100%	94%	95%	97%	100%
Ratio to Highest Rate	.99	.97	.99	.97	1.00	1.00	1.00	1.00	.94	.95	.97	1.00
4/5 Rule 80% of Base	.99>.80	.97>.80	.99>.80	.97>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	.94>.80	.95>.80	.97>.80	1.00>.80
Adverse Impact?	No	No	No	No	No	No	No	No	No	No	No	No

DISCIPLINE – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY

OFFICIALS/ADMINISTRATORS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	20	7	18	6	0	0	1	0	0	0	1	1
Total Actions	0	0	0	0	0	0	0	0	0	0	0	0
Total Remaining	20	7	18	6	N/A	N/A	1	N/A	N/A	N/A	1	1
Rate	100%	100%	100%	100%			100%				100%	100%
Ratio to Highest Rate	1.00	1.00	1.00	1.00			1.00				1.00	1.00
4/5 Rule 80% of Base	1.00>.80	1.00>.80	1.00>.80	1.00>.80			1.00>.80				1.00>.80	1.00>.80
Adverse Impact?	No	No	No	No	N/A	N/A	No	N/A	N/A	N/A	No	No

PROFESSIONALS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	582	326	529	279	8	5	10	6	22	16	13	20
Total Actions	7	6	6	5	0	0	0	0	0	1	1	0
Total Remaining	575	320	523	274	8	5	10	6	22	15	12	20
Rate	99%	98%	99%	98%	100%	100%	100%	100%	100%	94%	92%	100%
Ratio to Highest Rate	.99	.98	.99	.98	1.00	1.00	1.00	1.00	1.00	.94	.92	1.00
4/5 Rule 80% of Base	.99>.80	.98>.80	.99>.80	.98>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	.94>.80	.92>.80	1.00>.80
Adverse Impact?	No	No	No	No	No	No	No	No	No	No	No	No

TECHNICIANS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	41	21	34	17	1	0	0	1	3	1	3	2
Total Actions	6	0	4	0	0	0	0	0	0	0	2	0
Total Remaining	35	21	30	17	1	N/A	N/A	1	3	1	1	2
Rate	85%	100%	88%	100%	100%			100%	100%	100%	33%	100%
Ratio to Highest Rate	.85	1.00	.88	1.00	1.00			1.00	1.00	1.00	.33	1.00
4/5 Rule 80% of Base	.85>.80	1.00>.80	.88>.80	1.00>.80	1.00>.80			1.00>.80	1.00>.80	1.00>.80	.33<.80	1.00>.80
Adverse Impact?	No	No	No	No	No	N/A	N/A	No	No	No	Yes	No

PROTECTIVE SERVICES

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	80	9	67	8	4	0	3	0	3	0	3	1
Total Actions	5	0	3	0	1	0	0	0	0	0	1	0
Total Remaining	75	9	64	8	3	N/A	3	N/A	3	N/A	2	1
Rate	94%	100%	96%	100%	75%		100%		100%		67%	100%
Ratio to Highest Rate	.94	1.00	.94	1.00	.75		1.00		1.00		.75	1.00
4/5 Rule 80% of Base	.94>.80	1.00>.80	.96>.80	1.00>.80	.75<.80		1.00>.80		1.00>.80		.67<.80	1.00>.80
Adverse Impact?	No	No	No	No	Yes	N/A	No	N/A	No	N/A	Yes	No

DISCIPLINE – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY continued

PARAPROFESSIONALS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	16	56	15	34	0	4	1	5	0	3	0	10
Total Actions	0	0	0	0	0	0	0	0	0	0	0	0
Total Remaining	16	56	15	34	N/A	4	1	5	N/A	3	N/A	10
Rate	100%	100%	100%	100%		100%	100%	100%		100%		100%
Ratio to Highest Rate	1.00	1.00	1.00	1.00		1.00	1.00	1.00		1.00		1.00
4/5 Rule 80% of Base	1.00>.80	1.00>.80	1.00>.80	1.00>.80		1.00>.80	1.00>.80	1.00>.80		1.00>.80		1.00>.80
Adverse Impact?	No	No	No	No	N/A	No	No	No	N/A	No	N/A	No

ADMINISTRATIVE SUPPORT

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	37	175	27	136	3	9	0	4	2	10	5	16
Total Actions	2	5	2	2	0	0	0	0	0	1	0	2
Total Remaining	35	170	25	134	3	9	N/A	4	2	9	5	14
Rate	95%	97%	93%	99%	100%	100%		100%	100%	90%	100%	88%
Ratio to Highest Rate	.95	.97	.93	.99	1.00	1.00		1.00	1.00	.90	1.00	.88
4/5 Rule 80% of Base	.95>.80	.97>.80	.93>.80	.99>.80	1.00>.80	1.00>.80		1.00>.80	1.00>.80	.90>.80	1.00>.80	.88>.80
Adverse Impact?	No	No	No	No	No	No	N/A	No	No	No	No	No

SKILLED CRAFT

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	880	20	741	16	11	1	11	0	26	1	91	2
Total Actions	20	0	16	0	1	0	0	0	0	0	3	0
Total Remaining	860	20	725	16	10	1	11	N/A	26	1	88	2
Rate	98%	100%	98%	100%	91%	100%	100%		100%	100%	97%	100%
Ratio to Highest Rate	.98	1.00	.98	1.00	.91	1.00	1.00		1.00	1.00	.97	1.00
4/5 Rule 80% of Base	.98>.80	1.00>.80	.98>.80	1.00>.80	.91>.80	1.00>.80	1.00>.80		1.00>.80	1.00>.80	.97>.80	1.00>.80
Adverse Impact?	No	No	No	No	No	No	No	N/A	No	No	No	No

SERVICE/MAINTENANCE

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	367	102	258	66	11	2	13	4	49	22	36	8
Total Actions	17	6	14	3	1	0	2	0	0	1	0	2
Total Remaining	350	96	244	63	10	2	11	4	49	21	36	6
Rate	95%	94%	95%	95%	91%	100%	85%	100%	100%	95%	100%	75%
Ratio to Highest Rate	.95	.94	.95	.95	.91	1.00	.85	1.00	1.00	.95	1.00	.75
4/5 Rule 80% of Base	.95>.80	.94>.80	.95>.80	.95>.80	.91>.80	1.00>.80	.85>.80	1.00>.80	1.00>.80	.95>.80	1.00>.80	.75<.80
Adverse Impact?	No	No	No	No	No	No	No	No	No	No	No	Yes

TERMINATION – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY

OFFICIALS/ADMINISTRATORS: Direct appointment by the Governor

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	20	7	18	6	0	0	1	0	0	0	1	1
Total Actions	4	3	4	3	0	0	0	0	0	0	0	0
Total Remaining	16	4	14	3	N/A	N/A	1	N/A	N/A	N/A	1	1
Rate	80%	57%	78%	50%			100%				100%	100%
Ratio to Highest Rate	.80	.57	.78	.50			1.00				1.00	1.00
4/5 Rule 80% of Base	.80>.80	.57<.80	.78<.80	.50<.80			1.00>.80				1.00>.80	1.00>.80
Adverse Impact?	No	Yes	Yes	Yes	N/A	N/A	No	N/A	N/A	N/A	No	No

PROFESSIONALS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	582	326	529	279	8	5	10	6	22	16	13	20
Total Actions	51	33	44	31	0	0	2	0	1	2	4	0
Total Remaining	531	293	485	248	8	5	8	6	21	14	9	20
Rate	91%	90%	92%	89%	100%	100%	80%	100%	95%	88%	69%	100%
Ratio to Highest Rate	.91	.90	.92	.89	1.00	1.00	.80	1.00	.95	.88	.69	1.00
4/5 Rule 80% of Base	.91>.80	.90>.80	.92>.80	.89>.80	1.00>.80	1.00>.80	.80>.80	1.00>.80	.95>.80	.88>.80	.69<.80	1.00>.80
Adverse Impact?	No	No	No	No	No	No	No	No	No	No	Yes	No

TECHNICIANS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	41	21	34	17	1	0	0	1	3	1	3	2
Total Actions	36	18	28	14	2	0	0	1	3	0	3	3
Total Remaining	5	3	6	3	-1	N/A	N/A	0	0	1	0	-1
Rate	12%	14%	18%	18%	-100%			0.0%	0.0%	100%	0.0%	-100%
Ratio to Highest Rate	.12	.14	.18	.18	-1.00			0.0	0.0	1.00	0.0	-1.00
4/5 Rule 80% of Base	.12<.80	.14<.80	.18<.80	.18<.80	-1.00<.8			0.0<.80	0.0<.80	1.00>.80	0.0<.80	-1.00<.8
Adverse Impact?	Yes	Yes	Yes	Yes	Yes	N/A	N/A	Yes	Yes	No	Yes	Yes

PROTECTIVE SERVICES

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	80	9	67	8	4	0	3	0	3	0	3	1
Total Actions	6	1	4	1	0	0	1	0	0	0	1	0
Total Remaining	74	8	63	7	4	N/A	2	N/A	3	N/A	2	1
Rate	93%	89%	94%	88%	100%		67%		100%		67%	100%
Ratio to Highest Rate	.93	.89	.94	.88	1.00		.67		1.00		.67	1.00
4/5 Rule 80% of Base	.93>.80	.89>.80	.94>.80	.88>.80	1.00>.80		.67<.80		1.00>.80		.67<.80	1.00>.80
Adverse Impact?	No	No	No	No	No	N/A	Yes	N/A	No	N/A	Yes	No

TERMINATION – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY continued

PARAPROFESSIONALS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	16	56	15	34	0	4	1	5	0	3	0	10
Total Actions	0	3	0	2	0	0	0	0	0	1	0	0
Total Remaining	16	53	15	32	0	4	1	5	0	2	0	10
Rate	100%	95%	100%	94%	100%	100%	100%	100%	100%	67%	100%	100%
Ratio to Highest Rate	1.00	.95	1.00	.94	1.00	1.00	1.00	1.00	1.00	.67	1.00	1.00
4/5 Rule 80% of Base	1.00>.80	.95>.80	1.00>.80	.94>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	.67<.80	1.00>.80	1.00>.80
Adverse Impact?	No	No	No	No	No	No	No	No	No	Yes	No	No

ADMINISTRATIVE SUPPORT

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	37	175	27	136	3	9	0	4	2	10	5	16
Total Actions	23	58	20	43	0	1	0	3	1	2	2	9
Total Remaining	14	117	7	93	3	8	0	1	1	8	3	7
Rate	38%	67%	26%	68%	100%	89%	100%	25%	50%	80%	60%	44%
Ratio to Highest Rate	.38	.67	.26	.68	1.00	.89	1.00	.25	.50	.80	.60	.44
4/5 Rule 80% of Base	.38<.80	.67<.80	.26<.80	.68<.80	1.00>.80	.89>.80	1.00>.80	.25<.80	.50<.80	.80>.80	.60<.80	.44<.80
Adverse Impact?	Yes	Yes	Yes	Yes	No	No	No	Yes	Yes	No	Yes	Yes

SKILLED CRAFT

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	880	20	741	16	11	1	11	0	26	1	91	2
Total Actions	221	32	187	22	2	0	6	1	4	0	22	9
Total Remaining	659	-12	554	-8	9	1	5	-1	22	1	69	-7
Rate	75%	-160%	75%	-140%	82%	100%	45%	-100%	85%	100%	76%	-350%
Ratio to Highest Rate	.75	-1.6	.75	-1.4	.82	1.00	.45	-1.00	.85	1.00	.76	-3.5
4/5 Rule 80% of Base	.75<.80	-1.6<.80	.75<.80	-1.4<.80	.82>.80	1.00>.80	.45<.80	-1.0<.80	.85>.80	1.00>.80	.76<.80	-3.5<.80
Adverse Impact?	Yes	Yes	Yes	Yes	No	No	Yes	Yes	No	No	Yes	Yes

SERVICE/MAINTENANCE

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	367	102	258	66	11	2	13	4	49	22	36	8
Total Actions	85	31	67	21	5	0	4	1	6	1	3	8
Total Remaining	282	71	191	45	6	2	9	3	43	21	33	0
Rate	77%	70%	74%	68%	55%	100%	69%	75%	88%	95%	92%	0%
Ratio to Highest Rate	.77	.70	.74	.68	.55	1.00	.69	.75	.88	.95	.92	0.0
4/5 Rule 80% of Base	.77<.80	.70<.80	.74<.80	.68<.80	.55<.80	1.00>.80	.69<.80	.75<.80	.88>.80	.95>.80	.92>.80	0.0<.80
Adverse Impact?	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	No	No	No	Yes

Program Evaluation

Implementation efforts.

The Affirmative Action Plan and Annual Assurance Update continues to be posted on the DOT&PF's internal and external web site. This provides accessibility to both departmental employees and the general public to the Plan and updates. The FY12 Annual Assurance Update will also be posted to the web after it is approved by the Federal Highway Administration.

Human Resources Section transfers to DOT&PF

The Department of Administration, Division of Personnel & Labor Relations (DOP&LR), transferred many Human Resource functions back to the department in April 2012. The position transferred included the Human Resource Manager, five Human Resource Specialists, and two Human Resource Technicians. Through delegated authority from the DOP&LR Director to the Human Resource Manager, this section is responsible for recruitment and selection, performance management, grievances/complaint responses, employment law, certain Letters of Agreement amending collective bargaining unit agreements, layoff, and other functions such as CDL drug testing. The Human Resource Manager and this section continue to be responsible for the Department's Internal Equal Employment Opportunity Program.

Progress to achievement of agency affirmative action goals.

A review of the hiring goals indicated that many of the goals were met. Where they were not met, the remaining goals in the 5-Year Affirmative Action Plan were adjusted.

A method of tracking LTC applicant flow for promotion posting was devised.

A method of tracking disciplinary actions was devised.

Overall, there was an increase of minorities and females in the department.

Progress in correction of problems areas.

Training tracking. The process to collect training tracking is still problematic. The Alaska DOT&PF is still in the process of upgrading the software system used to track training. As the new system is implemented and decentralized, it is believed that training statistics will be more reliable.

General comments about the program.

The Alaska DOT/PF's Internal EEO Program continues to be effective. The department received fewer complaints of discrimination than previous years. Although the number of positions in the department varies from year to year, analysis indicates minority and female representation continues to improve in the department:

Fiscal Year	Total Workforce	Total Minorities	Total Females
FY05	3087	536	790
FY06	3174	556	808
FY07	3135	580	806
FY08	3208	588	820
FY09	3200	574	819
FY10	3297	597	855
FY11	3401	630	883
FY12	3429	635	891

The number of formal EEO discrimination complaints continues to be low when compared to the number of employees in the department. This also indicates that the system for addressing internally filed complaints is functioning properly.