



2013 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, 2012 through June 30, 2013

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 since January 2013**

- **Contract Compliance Officer – Sean Skibbie since November 2013**
- **Contract Compliance Specialist – Winnie Cichosz since May 2012**

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

- **OJT & DBE Support Services Specialist – Jason Dowdy since November 2013**

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

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

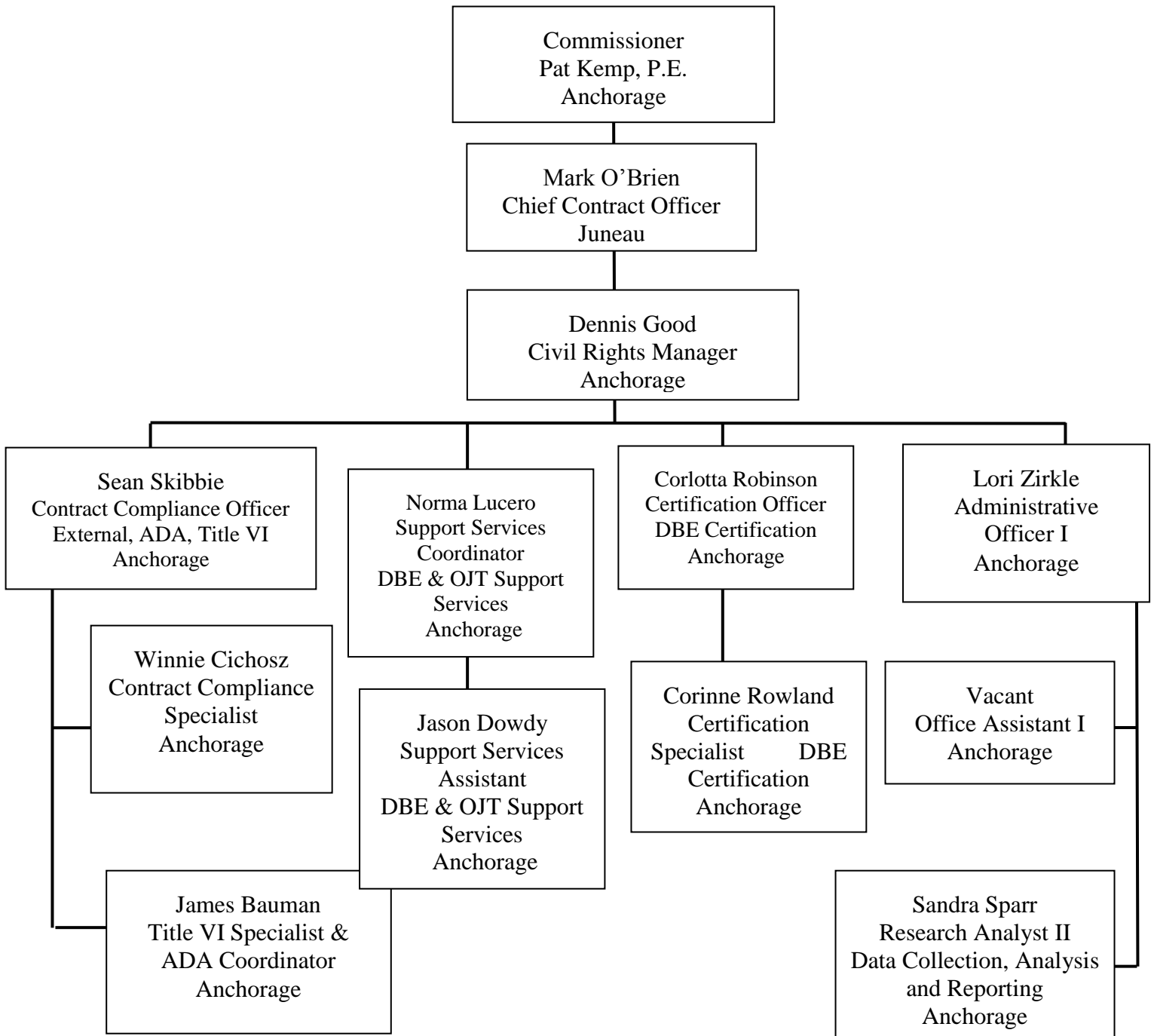
- **Administrative Officer I – Lori Zirkle since November 2012**

- **Office Assistant I - Vacant since December 13, 2013**

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

- **Research Analyst II – Sandra Sparr since September 2013**

Civil Rights Office-Organization Chart



The Civil Rights Office Total operating budget for State FY13 is \$1,258,700

B. *Compliance Procedures*

The contract compliance office will have a completed Operating Method in place by December 31, 2013.

C. *Accomplishments*

1. *Contract Compliance Review Activities*

The Department's Contract Compliance goal for FY13 was to conduct ten (10) Contract Compliance Reviews (CCRs). During FY13, there were ten (10) contractors received comprehensive CCRs, and one (1) follow-up reviews were conducted.

The CRO plans to conduct ten (10) Comprehensive Project Reviews for FY14 and if any, conduct follow up reviews that resulted from FY13.

Contract Compliance Reviews for 2013

CONTRACTOR	CAP (Approved/SCN Rescinded)	REVIEW (Comprehensive/ Follow-up)	FINDING
ASRC McGraw Constructors		Comprehensive	In-Compliance
Alaska Interstate Construction, LLC		Comprehensive	In-Compliance
Granite Construction Company		Comprehensive	In- Compliance
Hamilton Construction Company	CAP Approved	Follow-up	In-Compliance
Knik Construction Co., Inc.		Comprehensive	In-Compliance
Northern Construction Services	CAP Approved	Comprehensive	Non-Compliance
PRUHS Construction Co., LLC		Comprehensive	In-Compliance
Seward's Dry Dock Shipyards		Comprehensive	In-Compliance
SECON, Inc.	CAP Approved	Comprehensive	Non-Compliance
TUTKA, LLC		Comprehensive	In-Compliance
Vigor Marine, LLC		Comprehensive	In Compliance

Contract Compliance Reviews

ASRC McGraw Constructors – Comprehensive

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

DBE Program – DBE Goal - 7.1%. The contractor has committed a DBE Participation of 13.85% which is over the DBE Goal.

OJT Program – OJT Goal – 3 positions at 1614 hours. The contractor has achieved 155.7 hours and is short of 1458.83 hours. The remaining hours to fulfill the OJT goal requirements will be completed next construction season.

Alaska Interstate Construction, LLC - Comprehensive

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

DBE Program – DBE Goal – 3.6%. The contractor has committed a DBE Participation of 4.2% which is over the DBE Goal.

OJT Program – OJT Goal – 1 position for 475 hours. The contractor has achieved 127.50 hours and is short of 347.50 hours. The remaining hours will be completed before project ends.

Granite Construction – Comprehensive

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

DBE Program – DBE Goal 9.3%. The contractor has committed a DBE Participation of 19.37% which is over the DBE Goal.

OJT Program – OJT Goal – 1 position for 825 hours. The contractor has achieved 377.00 hours and is short of 448 hours. The remaining hours is expected to complete before the project ends.

Hamilton Construction Company – Follow-up

EEO/AA Program – The contractor was found non-compliance but a CAP was submitted and accepted.

DBE Program –DBE Goal 0%

OJT Program – OJT Goal – 3 positions for 1525 hours. The contractor successfully fulfilled and exceeded the OJT goals with a total OJT hours of 1637.75 hours.

Knik Construction Co., Inc. - Comprehensive

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

DBE Program – DBE Goal 6.2%. The contractor has successfully performed a GFE and the committed DBE participation is 2.8%.

OJT Program – OJT Goal – 1 position for 500 hours. The Prime Contractor as of 12/15/2013 has not submitted any hour for his trainee.

Northern Construction Services - Comprehensive

EEO/AA Program – The contractor was found non-compliance but a CAP was submitted and accepted.

DBE Program – DBE Goal 4.5%. The contractor has successfully performed a GFE and the committed DBE participation is 0.96%.

OJT Program – OJT Goal – none

Pruhs Construction Services - Comprehensive

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

DBE Program – DBE Goal 9.0%. The contractor has committed a DBE Participation of 11.3% which is over the DBE Goal.

OJT Program – OJT Goal – 3 positions for 1750 hours. The contractor has achieved 414 hours and is short of 1336 hours. The remaining hours is expected to be completed before the project ends.

Seward's Dry Dock Shipyard - Comprehensive

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

DBE Program – DBE Goal 0%

OJT Program – OJT Goal – none

SECON, Inc. - Comprehensive

EEO/AA Program – The contractor was found non-compliance but a CAP was submitted and accepted.

DBE Program – DBE Goal 11.5%. The contractor has committed a DBE Participation of 30.13% which is over the DBE Goal.

OJT Program – OJT Goal – none

Tutka, LLC - Comprehensive

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

DBE Program – DBE Goal 7.2%. The contractor has committed a DBE Participation of 48.6% which is over the DBE Goal.

OJT Program – OJT Goal – none

Vigor Marine - Comprehensive

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

DBE Program – DBE Goal 0%

OJT Program – OJT Goal – 1 position for 350 hours. The contractor successfully fulfilled and exceeded the OJT goals with a total OJT hours of 448 hours.

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 FY13.

Complaint Investigations

There no complaint received in FY13.

Part II: 2013 Internal EEO Assurances Update
July 1, 2012 – June 30, 2013

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

Completed by:



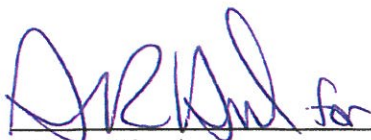
Kate Callahan

Human Resource Consultant/Equal Employment Officer

Telephone Number: 907.465.8977

Email Address: kate.callahan@alaska.gov

APPROVAL SECTION:



Mary Siroky

Affirmative Action Officer

12/31/13

Date



Patrick J. Kemp, P.E.

Commissioner

Equal Employment Opportunity Representative

12/31/13

Date

MEMORANDUM

State of Alaska
Department of Transportation & Public Facilities
Administrative Services Division

TO: Distribution

DATE: May 21, 2012

TELEPHONE NO: 465-3911

FAX NUMBER: 465-3124

FROM: Mary Siroky
Director



SUBJECT: Standing Delegation of
Authority

The standing delegation of authority for the Administrative Services Division to maintain continuity of services and workflow in my absence is as follows:

When I am not available for execution of authority to keep the division operating, Amanda Holland, Division Operations Manager, is delegated authority to assume the duties and responsibilities of the Division Director, during my absence.

In the even Ms. Holland and I are absent, this delegation will go to Anne Zenger, Budget Manager, the Craig Walsh, Administrative Operations Manager, and then Charlie Deininger, Procurement Specialist V.

cc: Commissioner Luiken
Deputy Commissioners
Amanda Holland, Division Operations Manager, ASD
Craig Walsh, Administrative Operations Manager, ASD
Charlie Deininger, Procurement Specialist, ASD
Anne Zenger, Budget Manager, ASD
Marcy Farris, Commissioner's Secretary

#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: Kasandra (Kim) Rice (beginning January 16, 2013)
 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: Ruben Yost (beginning January 16, 2013)
 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: Joel G. St. Aubin (beginning April 1, 2013)
Northern Region Director: James Stephen Titus
 Division of Highways & Aviation: David J. Miller (beginning May 6, 2013)
Southeast Region Director: Albert Clough (beginning July 1, 2011)
 Division of Construction, Maintenance & Operations: Vacant

#5 Introduction – Hiring

There have been no changes to the methods used to fill vacancies. The State of Alaska successfully implemented a new recruiting system, NEOGOV's INSIGHT. The new online recruitment system has the capability to track internal EEO related information and applicant flow data; however, that functionality has not been fully activated.

#6 Introduction – Contracts

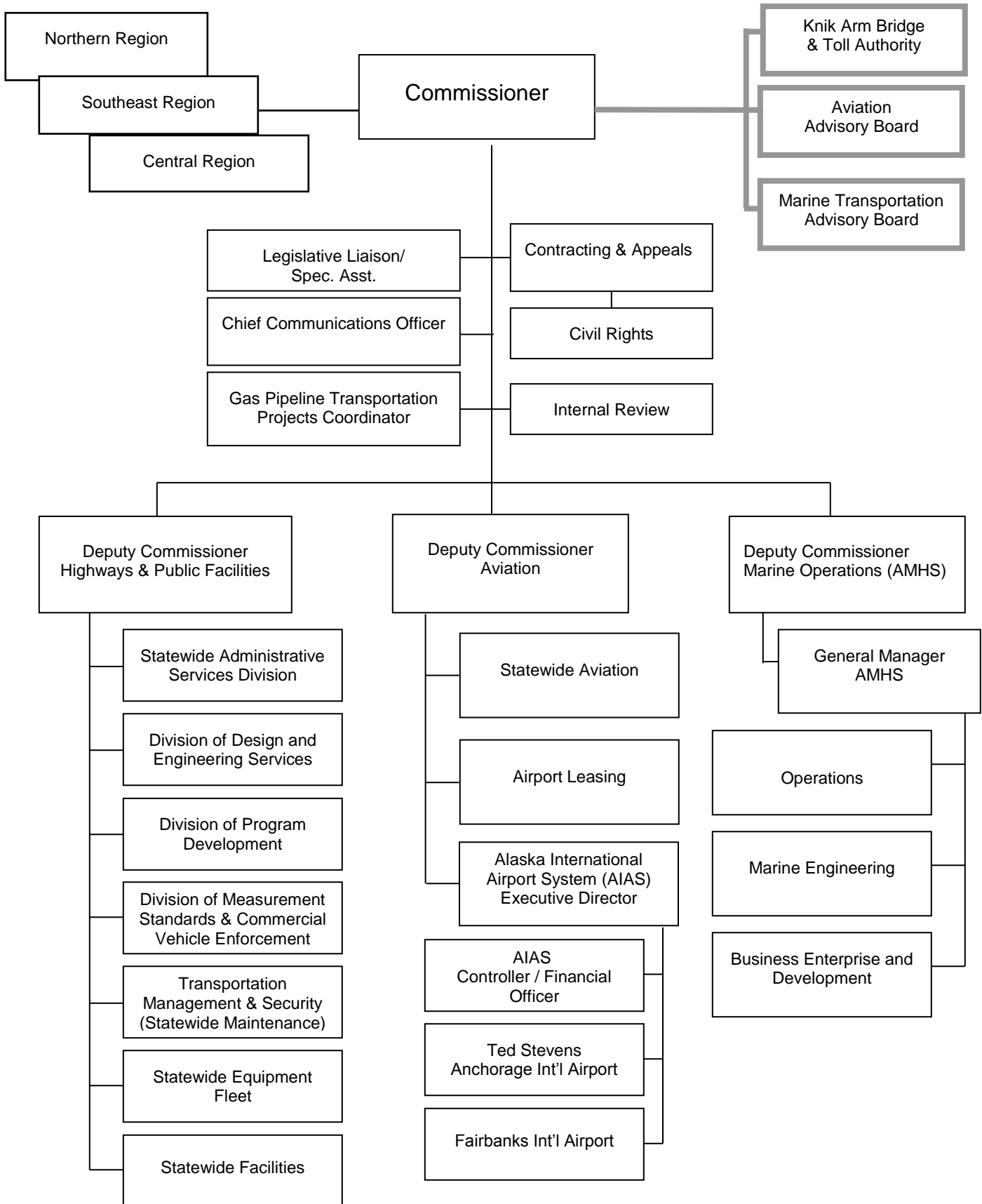
Approximately 56% of the department’s operating budget is from State funds generated primarily from oil-related revenues. In State FY2013, the operating budget was \$621.5 million. The legislature authorized a capital budget for State FY2013 in the amount of \$1.1 billion of which \$708.8 million is from federal sources.

#7 Introduction – Organizational Charts

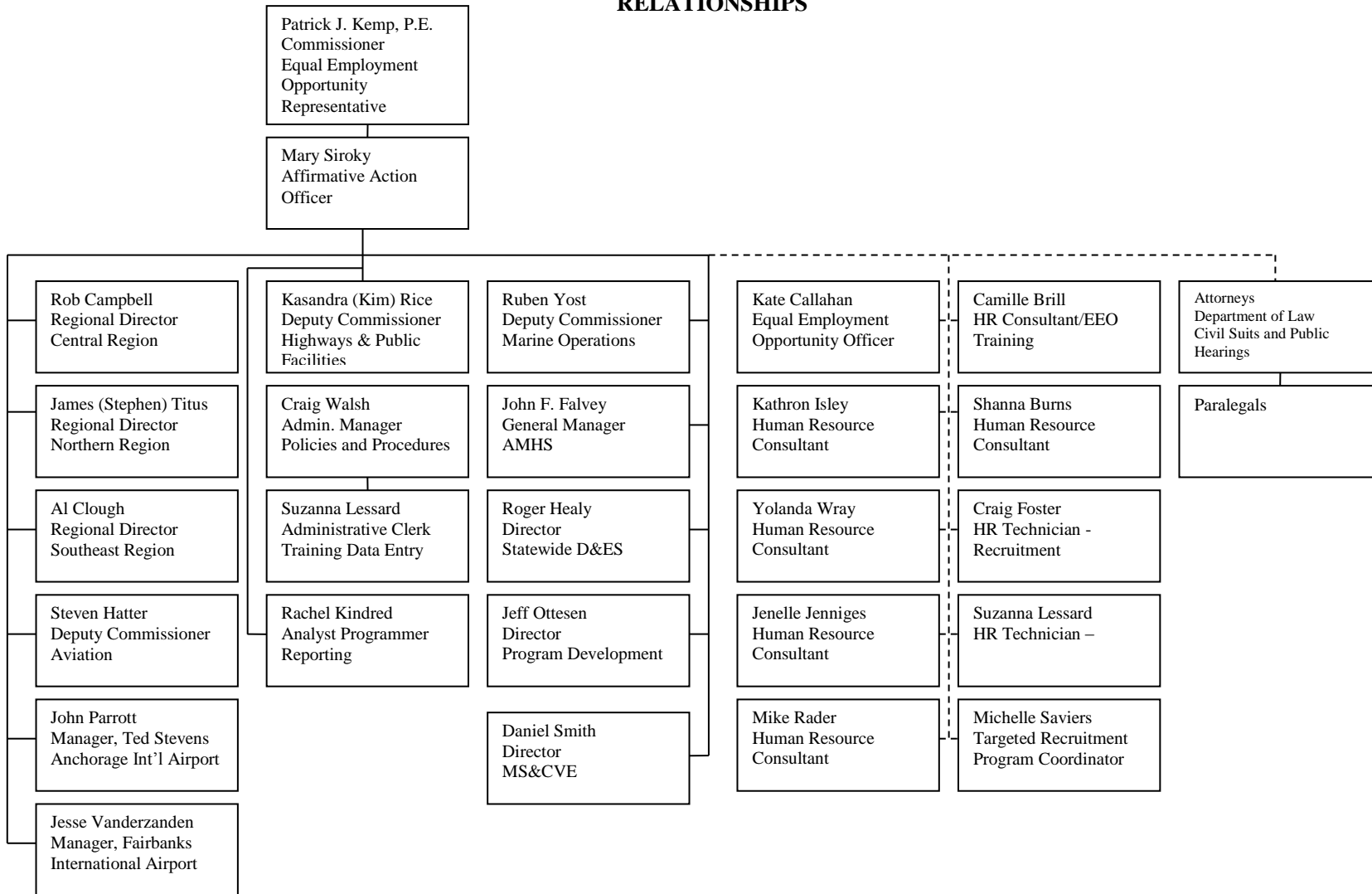
There have been no changes to the department’s organizational structure during FY 2013.

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 Kate Callahan 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.

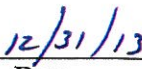
For effective administration and implementation of the Equal Employment Opportunity Program, there must be involvement, commitment and support of executives, managers and supervisors. My office has advised each supervisor, manager and executive in the Department that responsibility for positive implementation 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.

2010 Census of Population and Employment by Ethnic Group and Gender

State of Alaska	Number	Percent
Total Population	710231	100%
White	473576	66.7%
Black	23263	3.2%
Hispanic	39249	5.5%
Asian Pacific Islander	45544	6.4%
Am. Indian/Ak. Native	104871	14.8%
Some other race	11102	1.6%
Two or more races	51875	7.3%

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	15060	485	310	755	2540	19150	20000	545	115	650	2270	23580	42730
Professionals	28990	950	360	1210	3815	35325	25395	805	385	1100	1685	29370	64695
Technicians	3810	310	130	325	635	5210	3970	160	135	365	475	5105	10315
Protective Services ¹	895	10	15	35	215	1170	4730	435	75	285	1065	6590	7760
Protective Services ²	380	0	4	4	60	448	300	4	0	0	59	363	811
Administrative Support	42435	2465	1375	4980	10865	62120	20880	1610	750	2405	3415	29060	91180
Skilled Craft	1750	35	25	95	165	2070	31095	849	500	850	6950	40244	42314
Service/Maintenance	22785	1690	1475	5790	7725	39465	35445	2810	2705	7395	10650	59005	98470
Total	116105	5945	3694	13194	26020	164958	141815	7218	4665	13050	26569	193317	358275

¹Sworn ²Non-Sworn

The above labor market data is derived from the 2010 U.S. Census, EEO Tabulation

EEO-4 Category	Availability %					
	Minorities by Racial Category					
	Total Females	Total Minorities	Black	Hispanic	Asian	Am. Indian/Ak. Native
Officials/Administrators	44.8	17.9	2.4	0.9	3.3	11.3
Professionals	54.6	15.9	2.7	1.1	3.6	8.5
Technicians	50.5	24.6	4.6	2.6	6.6	10.8
Protective Services ¹	15.1	27.5	5.7	1.2	4.1	16.5
Protective Services ²	55.2	16.2	0.5	0.5	0.5	14.7
Administrative Support	68.1	30.6	4.5	2.3	8.1	15.7
Skilled Craft	4.9	22.4	2.2	1.2	2.2	16.8
Service/Maintenance	40.1	40.8	4.5	4.2	13.4	18.7

*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, 2013

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	7	0	0	1	1	33	0	1	0	1	44
%	15.9	0.0	0.0	2.3	2.3	75.0	0.0	2.3	0.0	2.3	100.0
Professionals	282	7	7	17	19	520	10	10	26	16	914
%	30.8	.8	.8	1.8	2.0	56.8	1.1	1.1	2.8	1.7	100.0
Technicians	7	0	1	0	1	17	0	0	0	1	27
%	26.0	0.0	3.7	0.0	3.7	62.9	0.0	0.0	0.0	3.7	100.0
Protective Services	6	1	1	0	1	62	5	4	3	3	86
%	6.9	1.2	1.2	0.0	1.2	72.0	5.8	4.6	3.5	3.5	100.0
Paraprofessional	10	0	1	1	1	1	0	0	0	0	14
%	71.4	0.0	7.1	7.1	7.1	7.1	0.0	0.0	0.0	0.0	100.0
Administrative Support	150	11	7	15	24	54	6	2	4	6	279
%	53.7	3.9	2.5	5.3	8.6	19.3	2.2	.7	1.4	2.2	100.0
Skilled Craft	21	1	1	2	2	820	11	13	27	90	988
%	2.1	.1	.1	.2	.2	82.9	1.1	1.3	2.7	9.1	100.0
Service/Maintenance	70	3	4	23	10	176	9	9	42	29	375
%	18.6	.8	1.1	6.1	2.7	46.9	2.4	2.4	11.2	7.7	100.0
Total	553	23	22	59	59	1683	41	39	102	146	2727
%	20.2	.8	.8	2.1	2.1	61.7	1.5	1.4	3.7	5.3	100.0

Personnel Activities – Full-Time New Hires Agency Wide FY 2013													
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	0	0	0	1	0	1	4	0	0	0	0	4	5
Professionals	19	2	0	0	0	21	42	1	1	3	3	50	71
Technicians	9	0	0	0	1	10	11	0	0	1	2	14	24
Protective Services	1	2	0	0	0	3	5	1	0	1	0	7	10
Paraprofessionals	0	0	0	0	0	0	0	0	0	0	0	0	0
Administrative Support	25	0	2	5	5	37	5	0	0	2	0	7	44
Skilled Craft	9	0	0	0	0	9	154	1	2	3	12	172	181
Service/Maintenance	28	5	2	0	7	42	83	5	5	10	3	106	148
Total	91	9	4	6	13	123	304	8	8	20	20	360	483
Personnel Activities – Promotions Agency Wide FY 2013													
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	2	0	0	0	0	2	3	0	0	0	0	3	5
Professionals	54	0	2	3	7	66	62	3	1	1	2	69	135
Technicians	6	0	0	0	0	6	16	0	1	1	5	23	29
Protective Services	0	0	1	0	0	1	10	0	0	0	0	10	11
Paraprofessionals	2	0	0	0	0	2	1	0	0	0	0	1	3
Administrative Support	31	0	2	3	4	40	10	0	1	0	2	13	53
Skilled Craft	0	0	1	0	0	1	79	0	2	6	9	96	97
Service/Maintenance	40	0	1	2	5	48	83	2	3	9	5	102	150
Total	135	0	7	8	16	166	264	5	8	17	23	317	483
Personnel Activities – Training Agency Wide FY 2013													
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	2	0	0	0	11	13	26	0	0	0	0	26	39
Professionals	491	10	6	27	35	569	724	5	17	60	11	817	1386
Technicians	16	0	1	0	3	20	82	0	1	1	7	91	111
Protective Services	0	0	0	0	0	0	1	0	2	0	0	3	3
Paraprofessionals	1	0	0	0	0	1	0	0	0	0	0	0	1
Administrative Support	93	10	14	11	20	148	38	0	1	1	1	41	189
Skilled Craft	49	5	0	0	0	54	1309	10	13	48	96	1476	1530
Service/Maintenance	1661	52	86	75	289	2163	3205	130	183	341	535	4394	6557
Total	2313	77	107	113	358	2968	5385	145	217	451	650	6848	9816

Personnel Activities – Terminations Agency wide FY 2013													
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	0	0	0	0	1	4	0	0	0	0	4	5
Professionals	32	1	0	2	5	40	56	1	0	3	2	62	102
Technicians	6	0	0	0	2	8	28	2	0	5	9	44	52
Protective Services	1	0	0	0	0	1	10	0	0	1	0	11	12
Paraprofessionals	0	0	0	1	0	1	0	0	0	0	0	0	1
Administrative Support	41	3	2	5	4	55	13	0	0	3	1	17	72
Skilled Craft	25	1	1	0	5	32	205	2	5	5	28	245	277
Service/Maintenance	23	0	1	0	6	30	64	2	3	10	8	87	117
Total	129	5	4	8	22	168	380	7	8	27	48	470	638
Personnel Activities – Involuntary & Voluntary Demotions Agency wide FY 2013													
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	0	0	0	0	0	0	0	0	0	0	0	0	0
Professionals	3	0	0	1	0	4	2	0	0	0	0	2	6
Technicians	0	0	0	0	0	0	0	0	0	0	0	0	0
Protective Services	0	0	0	0	0	0	0	0	0	0	0	0	0
Paraprofessionals	0	0	0	0	0	0	0	0	0	0	0	0	0
Administrative Support	3	0	0	0	2	5	4	0	0	0	0	4	9
Skilled Craft	0	0	0	0	0	0	14	0	1	0	3	18	18
Service/Maintenance	4	0	0	0	0	4	8	0	0	0	0	8	12
Total	10	0	0	1	2	13	28	0	1	0	3	32	45
Personnel Activities – Disciplinary Agency wide FY 2013													
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	0	0	0	0	0	0	0	0	0	0	0	0	0
Professionals	0	0	0	0	2	2	11	0	0	1	0	12	14
Technicians	0	0	0	0	0	0	7	0	0	0	1	8	8
Protective Services	1	0	0	0	0	1	0	0	0	0	0	0	1
Paraprofessionals	0	0	0	0	0	0	0	0	0	0	0	0	0
Administrative Support	6	6	0	0	2	14	0	0	0	0	0	0	14
Skilled Craft	1	0	0	0	1	2	41	1	4	1	4	51	53
Service/Maintenance	4	0	0	0	1	5	10	3	0	0	4	17	22
Total	12	6	0	0	6	24	69	4	4	2	9	88	112

Personnel Activities – Layoff/Recall Agency wide FY 2013

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	0	0	0	0	0	0	0	0	0	0	0	0	0
Professionals	0	0	0	0	0	0	0	0	0	0	0	0	0
Technicians	0	0	0	0	0	0	0	0	0	0	0	0	0
Protective Services	0	0	0	0	0	0	0	0	0	0	0	0	0
Paraprofessionals	0	0	0	0	0	0	0	0	0	0	0	0	0
Administrative Support	1	0	0	0	0	1	0	0	0	0	0	0	1
Skilled Craft	0	0	0	0	0	0	0	0	0	0	0	0	0
Service/Maintenance	0	0	0	0	0	0	1	0	0	0	0	1	1
Total	1	0	0	0	0	1	1	0	0	0	0	1	2

Net Changes in Full Time Employment Agency Wide

Report Period: 7/1/2012 – 6/30/2013

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			
EEO-4 Categories ↓	FY '12	FY '13	Net Dif.	%	FY '12	FY '13	Net Dif.	%	FY '12	FY '13	Net Dif.	%	FY '12	FY '13	Net Dif.	%	FY '12	FY '13	Net Dif.	%	FY '12	FY '13	Net Dif.	%
Officials/Administrators	0	0	0	0.0	2	2	0	0.0	0	1	+1	+100	1	1	0	0.0	24	40	+16	+66.6	7	9	+2	+28.6
Professionals	13	17	+4	+30.8	33	35	+2	+6.1	38	43	+5	+13.2	16	17	+1	+6.3	808	802	-6	-.7	326	332	+6	+1.8
Technicians	1	0	-1	-100	5	2	-3	-60.0	4	0	-4	-400	1	1	0	0.0	51	24	-27	-52.9	21	9	-12	-57.1
Protective Services	4	6	+2	+50.0	4	4	0	0.0	3	3	0	0.0	3	5	+2	+66.6	75	68	-7	-9.3	9	9	0	0.0
Paraprofessionals	4	0	-4	-400	10	1	-9	-90.0	3	1	-2	-66.6	6	1	-5	-83.3	49	11	-38	-77.6	56	13	-43	-76.8
Administrative Support	12	17	+5	+41.7	21	30	+9	+42.9	12	19	+7	+58.3	4	9	+5	+125	163	204	+41	+25.2	175	207	+32	+18.3
Skilled Craft	12	12	0	0.0	93	92	-1	-1.1	27	29	+2	+7.4	11	14	+3	+27.2	757	841	+84	+11.1	20	26	+6	+30.0
Service/Maintenance	13	12	-1	-7.7	44	39	-5	-11.4	71	65	-6	-8.5	17	13	-4	-23.5	324	246	-78	-24.1	102	110	+8	+7.8
Total	59	64	-5	-8.5	212	205	-7	-3.3	158	161	+3	+1.9	59	61	+2	+3.4	2251	2236	-15	-.7	716	716	0	0.0

FY12 Permanent Full-time Workforce	2739
FY13 Permanent Full-time Workforce	2727
(+Gain/ -Loss)	-12

	FY 2012	FY 2013	(+Gain/ -Loss)
Non-Minorities	2251	2399	-148
Minorities	448	328	-120

	FY 2012	FY 2013	(+Gain/ -Loss)
Females	716	716	0

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. It should be noted that the Job Group "Paraprofessionals" is no longer referenced in US Census Bureau data. Therefore we have used 2000 Census information where required.

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%)).

It should be noted that availability statistics within this analysis are derived from State of Alaska employment information. We believe that narrowing this focus by geographical region would enhance the overall analysis.

JOB GROUP ANALYSIS

Total full-time workforce by EEO-4 Category as of 7/1/2013														
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	44	35	9	4	33	0	1	0	1	7	0	0	1	1
Professionals	914	582	332	112	520	10	10	26	16	282	7	7	17	19
Technicians	27	18	9	3	17	0	0	0	1	7	0	1	0	1
Protective Services	86	77	9	18	62	5	4	3	3	6	1	1	0	1
Paraprofessionals	14	1	13	3	1	0	0	0	0	10	0	1	1	1
Administrative Support	279	72	207	75	54	6	2	4	6	150	11	7	15	24
Skilled Craft	988	961	27	147	820	11	13	27	90	21	1	1	2	2
Service/Maintenance	375	265	110	129	176	9	9	42	29	70	3	4	23	10
Total	2727	2011	716	491	1683	41	39	102	146	553	23	22	59	59

Key:

W White

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: 07/01/2013

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	38.8	48.0	66.7	3.2	5.5	6.4	14.8									State of Alaska, Department of Labor & Workforce Development: 2010 Census Demographic for Alaska
2. % of unemployment in the specified labor or recruitment area	0.0	.3	.3	.3	.0	.0	.0	.2									2010 U.S. Census EEO Tabulation
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	11.1	25.9	88.9	0.0	3.7	0.0	7.4									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	100.0	17.9	44.8	72.0	2.4	.9	3.3	11.3									2010 U.S. Census EEO Tabulation
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	17.9	44.8	72.0	2.4	.9	3.3	11.3									2010 U.S. Census EEO Tabulation
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
- W White
- 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: 07/01/2013

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	38.8	48.0	66.7	3.2	5.5	6.4	14.8									State of Alaska, Department of Labor & Workforce Development: 2010 Census Demographic for Alaska
2. % of unemployment in the specified labor or recruitment area	0.0	.3	.3	.3	.0	.0	.0	.2									2010 U.S. Census EEO Tabulation
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	11.0	35.9	89.0	1.4	1.8	4.2	3.6									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	.75	15.9	54.6	72.0	2.7	1.1	3.6	8.5	11.9	41.0	54.0	2.0	.8	2.7	6.4	Labor Force	2010 U.S. Census EEO Tabulation
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	15.9	54.6	72.0	2.7	1.1	3.6	8.5									2010 U.S. Census EEO Tabulation
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF	.15	12.3	35.9	87.7	1.9	1.9	4.7	3.9	1.8	5.4	13.2	.3	.3	.7	.6	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								16.3	52.6	73.8	2.7	1.5	3.8	8.5		

Key:

- M Minority
- F Female
- W White
- 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: 07/01/2013

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	38.8	48.0	66.7	3.2	5.5	6.4	14.8									State of Alaska, Department of Labor & Workforce Development: 2010 Census Demographic for Alaska
2. % of unemployment in the specified labor or recruitment area	0.0	.3	.3	.3	.0	.0	.0	.2									2010 U.S. Census EEO Tabulation
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	11.1	33.3	88.9	.0	3.7	0.0	7.4									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	.75	24.6	50.5	75.4	4.6	2.6	6.6	10.8	18.5	37.9	56.6	3.5	2.0	5.0	8.1	Labor Force	2010 U.S. Census EEO Tabulation
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	24.6	50.5	75.4	4.6	2.6	6.6	10.8									2010 U.S. Census EEO Tabulation
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF	.15	19.3	25.9	80.7	2.0	3.0	4.1	10.2	2.9	3.9	12.1	.3	.3	.6	1.5	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								26.0	46.5	74.1	4.2	2.9	5.8	12.0		

Key:

- M Minority
- F Female
- W White
- 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: 07/01/2013
 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	38.8	48.0	66.7	3.2	5.5	6.4	14.8									State of Alaska, Department of Labor & Workforce Development: 2010 Census Demographic for Alaska
2. % of unemployment in the specified labor or recruitment area	0.0	.3	.3	.3	.0	.0	.0	.2									2010 U.S. Census EEO Tabulation
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	20.9	10.5	79.1	7.0	5.8	3.5	4.7									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	.75	26.4	18.9	73.6	5.2	1.1	3.8	16.3	19.8	14.2	55.2	3.9	.8	2.9	12.2	Labor Force	2000 EEO Census Tool
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	26.4	18.9	73.6	5.2	1.1	3.8	16.3									2010 U.S. Census EEO Tabulation
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF	.15	20.9	10.5	14.0	7.0	5.8	3.5	4.7	3.1	1.6	2.1	1.1	.9	.5	.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	14.6	25.5	85.5	1.8	3.6	3.6	5.5									LMS
Final Availability Factor	100.00								27.5	20.5	62.7	5.4	2.3	3.6	15.3		

Key:

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

*Protective Services includes Non-Sworn and Sworn for factors #4 & #5

AVAILABILITY FACTOR COMPUTATION ANALYSIS

Alaska Department of Transportation and Public Facilities
 Date: 07/01/2013
 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	21.4	93.0	78.6	0.0	7.1	7.1	7.1									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	21.4	93.0	78.6	0.0	7.1	7.1	7.1	3.2	14.0	11.8	0.0	1.1	1.1	1.1	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								39.2	72.0	60.8	4.6	4.0	7.5	22.1		

Key:

- M Minority
- F Female
- W White
- 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: 07/01/2013

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	38.8	48.0	66.7	3.2	5.5	6.4	14.8									State of Alaska, Department of Labor & Workforce Development: 2010 Census Demographic for Alaska
2. % of unemployment in the specified labor or recruitment area	0.0	.3	.3	.3	.0	.0	.0	.2									2010 U.S. Census EEO Tabulation
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	26.9	74.2	73.1	6.1	3.2	6.8	10.8									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	.75	30.6	68.1	69.4	4.5	2.3	8.1	15.7	23.0	51.1	52.1	3.4	1.7	6.1	11.8	Labor Force	2010 U.S. Census EEO Tabulation
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	30.6	68.1	69.4	4.5	2.3	8.1	15.7									2010 U.S. Census EEO Tabulation
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF	.15	27.0	82.8	73.0	4.9	3.5	7.6	11.0	4.1	12.4	11.0	.7	.5	1.1	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								31.7	68.2	68.5	4.5	2.8	7.4	15.9		

Key:

- M Minority
- F Female
- W White
- 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: 07/01/2013
 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	38.8	48.0	66.7	3.2	5.5	6.4	14.8									State of Alaska, Department of Labor & Workforce Development: 2010 Census Demographic for Alaska
2. % of unemployment in the specified labor or recruitment area	0.0	.3	.3	.3	.0	.0	.0	.2									2010 U.S. Census EEO Tabulation
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	14.9	2.7	85.1	1.2	1.4	2.9	9.3									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	.75	22.4	4.9	77.6	2.1	1.2	2.2	16.8	16.8	3.7	58.2	1.6	.9	1.7	12.6	Labor Force	2010 U.S. Census EEO Tabulation
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	22.4	4.9	77.6	2.1	1.2	2.2	16.8									2010 U.S. Census EEO Tabulation
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF	.15	15.8	5.3	84.2	1.3	1.5	3.2	9.8	2.4	.8	12.6	.2	.2	.5	1.5	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								19.6	4.9	71.2	2.2	1.5	2.5	14.5		

Key:

- M Minority
- F Female
- W White
- 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: 07/01/2013
 EEO-4 Category: Service/Maintenance

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	38.8	48.0	66.7	3.2	5.5	6.4	14.8									State of Alaska, Department of Labor & Workforce Development: 2010 Census Demographic for Alaska
2. % of unemployment in the specified labor or recruitment area	0.0	.3	.3	.3	.0	.0	.0	.2									2010 U.S. Census EEO Tabulation
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	34.4	29.3	65.6	3.2	3.5	17.3	10.4									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	.75	40.9	40.1	59.1	4.6	4.2	13.4	18.7	30.7	30.1	44.3	3.5	3.2	10.1	14.0	Labor Force	2010 U.S. Census EEO Tabulation
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	40.9	40.1	59.1	4.6	4.2	13.4	18.7									2010 U.S. Census EEO Tabulation
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF	.15	31.0	31.3	69.0	3.1	3.8	11.9	12.3	4.7	4.7	10.4	.5	.6	1.8	1.8	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								43.8	36.4	60.7	4.2	4.0	12.0	18.3		

Key:

- M Minority
- F Female
- W White
- 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, 2013

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	0	0	0	0	0	0	0	0	0	0	0
	2. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0
	3. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0
	4. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0
	5. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0
	6. 43.0-54.9	0	0	0	0	0	0	0	0	0	0	0
	7. 55.0-69.9	0	0	0	0	0	0	0	0	0	0	0
	8. 70.0 PLUS	35	25	0	1	0	1	6	0	0	1	1
TOTAL		35	25	0	1	0	1	6	0	0	1	1
PROFESSIONALS	9. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0
	10. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0
	11. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0
	12. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0
	13. 33.0-42.9	15	3	1	2	0	0	6	1	1	0	1
	14. 43.0-54.9	95	41	1	0	3	2	42	3	0	3	0
	15. 55.0-69.9	252	123	2	4	11	5	92	1	3	6	5
	16. 70.0- PLUS	552	352	6	4	11	9	144	2	3	8	13
TOTAL		914	519	10	10	25	16	284	7	7	17	19
TECHNICIANS	17. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0
	18. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0
	19. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0
	20. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0
	21. 33.0-42.9	1	0	0	0	0	0	1	0	0	0	0
	22. 43.0-54.9	13	8	0	0	0	0	4	0	0	0	1
	23. 55.0-69.9	10	7	0	0	0	1	1	0	1	0	0
	24. 70.0- PLUS	2	1	0	0	0	0	1	0	0	0	0
TOTAL		26	16	0	0	0	1	7	0	1	0	1
PROTECTIVE SERVICES	25. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0
	26. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0
	27. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0
	28. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0
	29. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0
	30. 43.0-54.9	8	4	1	0	1	0	0	1	1	0	0
	31. 55.0-69.9	43	37	0	1	1	1	2	0	0	0	1
	32. 70.0- PLUS	33	20	4	2	1	2	4	0	0	0	0
TOTAL		84	61	5	3	3	3	6	1	1	0	1

PARAPROFESSIONAL	33. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0
	34. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0
	35. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0
	36. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0
	37. 33.0-42.9	0	0	0	0	0	0	0	0	0	0	0
	38. 43.0-54.9	7	1	0	0	0	0	4	0	1	1	0
	39. 55.0-69.9	6	0	0	0	0	0	5	0	0	0	1
	40. 70.0- PLUS	1	0	0	0	0	0	1	0	0	0	0
TOTAL		14	1	0	0	0	0	10	0	1	1	1
ADMINISTRATIVE SUPPORT	41. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0
	42. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0
	43. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0
	44. 25.0-32.9	15	2	0	0	0	0	8	0	2	3	0
	45. 33.0-42.9	137	21	3	1	3	4	76	7	3	8	11
	46. 43.0-54.9	85	16	2	1	1	0	51	3	1	2	8
	47. 55.0-69.9	42	16	1	1	0	2	14	1	1	2	4
	48. 70.0- PLUS	1	0	0	0	0	0	0	0	0	0	1
TOTAL		280	55	6	3	4	6	149	11	7	15	24
SKILLED CRAFT	49. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0
	50. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0
	51. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0
	52. 25.0-32.9	0	0	0	0	0	0	0	0	0	0	0
	53. 33.0-42.9	20	17	1	0	1	1	0	0	0	0	0
	54. 43.0-54.9	243	190	4	7	4	26	6	1	1	2	2
	55. 55.0-69.9	515	429	5	5	18	49	9	0	0	0	0
	56. 70.0- PLUS	199	175	1	1	4	14	4	0	0	0	0
TOTAL		977	811	11	13	27	90	19	1	1	2	2
SERVICE? MAINTENANCE	57. \$0.1-15.9	0	0	0	0	0	0	0	0	0	0	0
	58. 16.0-19.9	0	0	0	0	0	0	0	0	0	0	0
	59. 20.0-24.9	0	0	0	0	0	0	0	0	0	0	0
	60. 25.0-32.9	7	0	0	0	3	0	1	0	0	3	0
	61. 33.0-42.9	52	12	3	1	11	4	8	1	0	11	1
	62. 43.0-54.9	227	122	6	5	18	18	40	1	4	5	8
	63. 55.0-69.9	67	25	0	3	10	6	17	1	0	4	1
	64. 70.0- PLUS	22	17	0	0	0	1	4	0	0	0	0
TOTAL		375	176	9	9	42	29	70	3	4	23	10
65. TOTAL FULL TIME (LINES 1-64)		2705	1664	41	39	101	146	551	23	22	59	59

2. OTHER THAN FULL-TIME EMPLOYEES (Including temporary employees)											
66. OFFICIALS/ADMINISTRATORS	1	1	0	0	0	0	0	0	0	0	0
67. PROFESSIONALS	38	26	0	1	1	0	7	0	0	1	2
68. TECHNICIANS	169	99	3	4	7	15	35	1	1	1	3
69. PROTECTIVE SERVICES	0	0	0	0	0	0	0	0	0	0	0
70. PARAPROFESSIONAL	0	0	0	0	0	0	0	0	0	0	0
71. ADMINISTRATIVE SUPPORT	58	26	0	2	3	2	16	0	0	3	6
72. SKILLED CRAFT	222	146	3	4	8	23	33	0	0	2	3
73. SERVICE/MAINTENANCE	384	181	7	11	22	37	95	3	4	5	19
74. TOTAL OTHER THAN FULL TIME (Lines 66-73)	872	479	13	22	41	77	186	4	5	12	33
3. NEW HIRES DURING FISCAL YEAR (Permanent full time only)											
75. OFFICIALS/ADMINISTRATORS	3	2	0	0	0	0	0	0	0	1	0
76. PROFESSIONALS	65	37	1	1	2	3	19	2	0	0	0
77. TECHNICIANS	6	2	0	0	0	0	3	0	0	0	1
78. PROTECTIVE SERVICES	8	4	1	0	1	0	1	1	0	0	0
79. PARAPROFESSIONAL	0	0	0	0	0	0	0	0	0	0	0
80. ADMINISTRATIVE SUPPORT	40	5	0	0	2	0	23	0	2	4	4
81. SKILLED CRAFT	105	92	1	1	1	8	2	0	0	0	0
82. SERVICE/MAINTENANCE	7	3	2	0	1	0	0	1	0	0	0
83. TOTAL NEW HIRES(Lines 75-82)	234	145	5	2	7	11	48	4	2	5	5

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 female ethnicity/gender categories.

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

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

FY13 GOALS ANALYSIS

Due to the new 2010 Census Bureau data being utilized for FY13 reporting availability percentage changes has resulted in several previously determined utilized groups to now be underutilized as listed below without terminations occurring. Utilizing the new data has allowed for a more accurate availability calculation and it is expected that continuing advancement in availability accuracy through detailed review and determination will continue to improve goal achievement. The updates within the programs to eliminate discriminatory barriers & achieve goals section herein include additional information regarding steps being taken to improve utilization.

Professionals

Goals met or exceeded included Hispanic male and female and Asian/Pacific male and female.

Goals not achieved included Black male and female, American Indian/Alaska Native male and female, and White female.

Technicians

Goals met or exceeded included Hispanic female.

Goals not achieved included Black male and female, Asian/Pacific male and female, American Indian/Alaska Native male and female, Hispanic male, White female. Black male and Asian/Pacific male groups are now underutilized (2010 Census data update).

Protective Services

Goals met or exceeded included Black male and female, Hispanic male and female, Asian/Pacific male.

Goals not achieved included American Indian/Alaska Native male and female, White female, and Asian/Pacific female. Asian/Pacific female and American Indian/Alaska Native female groups are now underutilized (2010 Census data update).

Paraprofessionals*

Goals met or exceeded included White female, Hispanic female and Asian/Pacific female.

Goals not achieved included Black male and female, American Indian/Alaska Native male and female, Hispanic male, and Asian/Pacific male. Hispanic male and Black female groups are now underutilized (2010 Census data update).

Administrative Support

Goals met included Black male and female, Hispanic female, and White female.

Goals not achieved included American Indian/Alaska Native male and female, Asian/Pacific male and female, and Hispanic male.

Skilled Craft

Goals met or exceeded included Hispanic male and female, Asian/Pacific male and female, and Black female.

Goals not met included American/Indian/Alaska/Native male and female, Black male, and White female. American Indian/Alaska Native groups are now underutilized (2010 Census data update).

Service Maintenance

Goals met included Asian/Pacific male and female.

Goals not met included Black male and female, Hispanic male and female, American Indian/Alaska Native male and female, and White female. Hispanic male and White female groups are now underutilized (2010 Census data update).

*The Paraprofessional category was present in 2000 Census data but is not represented in 2010 Census Bureau data. It is therefore difficult for us to analysis our utilization in this category. We would like to see the Annual Assurances report structure reflect this change in the future.

UTILIZATION ANALYSIS REPORT FY13

	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	44	33	0	1	0	1	7	0	0	1	1
% in Category		.75	0.0	2.3	0	2.3	15.9	0	0	2.3	2.3
% of Availability			1.3	.3	1.5	5.3	35.2	1.1	.7	1.8	5.9
% Utilization			-1.3	+2.0	-1.5	-3.0	-19.3	-1.1	-7	+5	-3.6
Underutilized (Yes or No)			Yes	No	Yes	Yes	Yes	Yes	Yes	No	Yes
# Needed to Reach Parity			1		1	2	9	1	1		2
Professionals											
Current # in Workforce	914	520	10	10	26	16	282	7	7	17	19
% in Category		56.9	1.1	1.1	2.8	1.8	30.9	.8	.8	1.9	2.1
% of Availability			1.2	.6	1.7	2.6	44.8	1.5	.6	1.9	8.5
% Utilization			-.1	+5	+1.1	-.8	-13.9	-.7	+2	0.0	-6.4
Underutilized (Yes or No)			Yes	No	No	Yes	Yes	Yes	No	No	Yes
# Needed to Reach Parity			1			8	128	7			59
Technicians											
Current # in Workforce	27	17	0	0	0	1	7	0	1	0	1
% in Category		63.0	0	0	0	3.7	25.9	0	3.7	0	3.7
% of Availability			1.6	1.3	3.5	4.6	36.9	3.0	1.3	3.2	6.2
% Utilization			-1.6	-1.3	-3.5	-9	-11.0	-3.0	+2.4	-3.2	-2.5
Underutilized (Yes or No)			Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes
# Needed to Reach Parity			1	1	1	1	3	1		1	1
Protective Services											
Current # in Workforce	86	62	5	4	3	3	6	1	1	0	1
% in Category		72.1	5.8	4.7	3.5	3.5	7.0	1.2	1.2	0	1.2
% of Availability			5.1	.9	3.3	13.1	14.9	.1	.2	.5	3.2
% Utilization			+7	+3.8	+2	-9.6	-7.9	+1.1	+1.1	-.5	-2.0
Underutilized (Yes or No)			No	No	No	Yes	Yes	No	No	Yes	Yes
# Needed to Reach Parity						9	7			1	2
Paraprofessionals											
Current # in Workforce	14	1	0	0	0	0	10	0	1	1	1
% in Category		7.1	0	0	0	0	71.4	0	7.1	7.1	7.1
% of Availability			2.1	1.4	2.1	4.7	41.9	3.9	2.2	5.0	17.7
% Utilization			-2.1	-1.4	-2.1	-4.7	+29.5	-3.9	+4.9	+2.1	-10.6
Underutilized (Yes or No)			Yes	Yes	Yes	Yes	No	Yes	No	No	Yes
# Needed to Reach Parity			1	1	1	1		1			1
Administrative Support											
Current # in Workforce	279	54	6	2	4	6	150	11	7	15	24
% in Category		19.4	2.2	.7	1.4	2.2	53.8	3.9	2.5	5.4	8.6
% of Availability			1.8	.8	2.6	3.7	46.5	2.7	1.5	5.5	11.9
% Utilization			+4	-.1	-1.2	-1.5	+7.3	+1.2	+1.0	-.1	-3.3
Underutilized (Yes or No)			No	Yes	Yes	Yes	No	No	No	Yes	Yes
# Needed to Reach Parity				1	4	5				1	10
Skilled Craft											
Current # in Workforce	988	820	11	13	27	90	21	1	1	2	2
% in Category		83.0	1.1	1.3	2.7	9.1	2.1	.1	.1	.2	.2
% of Availability			2.0	1.2	2.0	16.4	4.1	0.0	0.0	.2	.4
% Utilization			-.9	+1	+7	-7.3	-2.0	+1	+1	0.0	-.2
Underutilized (Yes or No)			Yes	No	No	Yes	Yes	No	No	No	Yes
# Needed to Reach Parity			9			73	20				2
Service/Maintenance											
Current # in Workforce	375	176	9	9	42	29	70	3	4	23	10
% in Category		46.9	2.4	2.4	11.2	7.7	18.7	.8	1.1	6.1	2.7
% of Availability			2.9	2.7	7.5	10.8	23.3	1.7	1.5	5.9	7.8
% Utilization			-.5	-.3	+3.7	-3.1	-4.6	-.9	-.4	+2	-5.1
Underutilized (Yes or No)			Yes	Yes	No	Yes	Yes	Yes	Yes	No	Yes
# Needed to Reach Parity			2	2		12	18	4	2		20

Alaska DOT/PF Goal Projections FY14-FY15

FY14											
Job Categories	Numerical Goals	Males					Females				
		W	B	H	A/PI	AI/AN	W	B	H	A/PI	AI/AN
Officials/Administrators											
Professionals			1			4	64	4			30
Technicians			1	1	1	1	2	1		1	1
Protective Services						5	4			1	1
Paraprofessionals			1	1	1	1		1			1
Administrative Support				1	2	3				1	5
Skilled Craft			5			37	10				1
Service Maintenance			1	1		6	9	2	1		10
FY15											
Job Categories	Numerical Goals	Males					Females				
		W	B	H	A/PI	AI/AN	W	B	H	A/PI	AI/AN
Officials/Administrators											
Professionals			0			4	64	3			29
Technicians			0				1				
Protective Services			0			4	3				1
Paraprofessionals											
Administrative Support			0		2	2					5
Skilled Craft			4			36	10				1
Service Maintenance			1	1		6	9	2	1		10

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 Consultant 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 Consultant 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 Consultant, 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 Consultant; OR
2. The Human Resource Manager/ Equal Employment Officer

The Human Resource Consultant 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 Consultants, 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 Consultants:

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 Consultants. 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 Consultants 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 Consultants 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 effort 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, 2012 – June 30, 2013

#	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	Terms, Conditions, Privileges	W	M		1/13/09			X									Dual Filed. ASCHR closure 8/4/09. Awaiting EEOC action	ASCHR
2	Demotion	H	F		6/29/09		X										ASCHR closure 4/5/12. Awaiting EEOC action	ASCHR
3	Terms, Conditions, Privileges	W	F		2/16/10		X							X			January 2013 conciliation agreement	ASCHR
4	Discipline	W	F		3/2/10				X								10/15/13 ASCHR conciliation agreement	ASCHR
5	Terms, Conditions, Privileges	H	F		10/4/11		X										ASCHR closure 2/15/12. Awaiting EEOC action	ASCHR
6	Terms, Conditions, Privileges	W	M		1/14/11				X								ASCHR closure; awaiting EEOC action	ASCHR
7	Retaliation	H	F		5/3/11									X			ASCHR closure 2/15/12. Awaiting EEOC action.	ASCHR
8	Discipline	B	F		12/14/11		X							X			ASCHR closure 3/15/12. Awaiting EEOC action	ASCHR
9	Failure to Accommodate	W	F		3/21/13										X		ASCHR closure 4/4/13. Awaiting EEOC action	ASCHR
10	Terminated	B	M		11/14/12				X								ASCHR 5/28/13. Awaiting EEOC action	ASCHR
11	Terms, Conditions, Privileges	AI/AN	F		12/21/12		X		X								ASCHR closure 3/18/13. Awaiting EEOC action	ASCHR

12	Failure to Promote	W	M		6/17/13			X								EEOC dismissal 9/26/13. Awaiting ASCHR action	EEOC and ASCHR
13	Retaliation	W	M		4/16/13			X					X			Awaiting ASCHR action	ASCHR
14	Failure to Promote	A/PI	F		11/9/11		X	X								EEOC dismissal 8/20/12. ASCHR closure 12/26/10	ASCHR and EEOC
15	Terms, Conditions, Privileges	W	M		7/17/09			X								ASCHR closure 3/22/12. EEOC adopted ASCHR findings 7/27/12	ASCHR and EEOC
16	Terminated	AI/AN	M		10/12/12		X	X								ASCHR closure 1/9/13, EEOC adopted ACHR findings 2/6/13	ASCHR and EEOC
17	Harassment	AI/AN	M		6/18/12		X									ASCHR closure 1/8/13. EEOC adopted ASCHR findings 2/6/13	ASCHR and EEOC
18	Terminated	AI/AN	M		6/25/12		X									ASCHR closure 1/30/13. EEOC adopted ASCHR findings 3/18/13.	ASCHR and EEOC

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

EEO Complaint Analysis Report Synopsis:

- 6 new complaints pending investigation
- 11 partially closed complaints
- 7 fully closed complaints
- 33% new complaints pending investigation
- 61% partially closed complaints
- 39% 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. Additionally, DOT&PF HR will implement a statewide Career Planning program, which will allow all staff individual counseling meetings to assess the employee's desired career path versus their current qualifications; and devise a plan forward.

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. Specifically, DOT HR will make contact and build relationships with organizations dedicated to the employment of Women in Trades, American Indian/Alaska Natives, and other minorities as identified annually. Each year we will consult the organization/s dedicated to the employment of those minorities identified herein. We will also establish and maintain contacts with Employment Representatives at local Colleges and High Schools, participate in career fairs, post our employment opportunities on job boards, etc. We have already established and have enjoyed success with College Intern positions. We're currently working with LTC Labor representatives to encourage partnership with us on our more difficult to fill, non-delegated positions which are currently filled through the referral process at the union halls.
- The department will ensure that recruitment notices do not unduly restrict or eliminate otherwise qualified applicants. Additionally, we have instituted a policy that all new recruitments describe in detail the position functionality, in terms understandable by the general public.
- 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 along with a specific policy on salary step calculation and paperwork flow, to expedite the hiring process once we have a candidate identified.
- A new recruitment system, NEOGOV Insight, was implemented March 2013 and continues to be improved to 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. DOT&PF HR section will offer individual career planning counseling sessions to compare an employee's current qualifications in relation to career goals. This partnership will be open to all who are interested.
- 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, 2012 through June 30, 2013

Job Category	Activity	TOTAL			MINORITIES							
		All Employees			Females				Males			
		Total	Males	Females	B	H	A/PI	AI/AN	B	H	A/PI	AI/AN
Officials/ Administrators	New Hires	5	4	1	0	0	1	0	0	0	0	0
	Promotions	5	3	2	0	0	0	0	0	0	0	0
	Terminations	5	4	1	0	0	0	0	0	0	0	0
	Training	39	26	13	0	0	0	11	0	0	0	0
	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	54	37	17	0	0	1	11	0	0	0	0
Professionals	New Hires	71	50	21	2	0	0	0	1	1	3	3
	Promotions	135	69	66	0	2	3	7	3	1	1	2
	Terminations	102	62	40	1	0	2	5	1	0	3	2
	Training	1386	817	569	10	6	27	35	5	17	60	11
	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	1694	998	696	13	8	32	47	10	19	67	18
Technicians	New Hires	24	14	10	0	0	0	1	0	0	1	2
	Promotions	29	232	6	0	0	0	0	0	1	1	5
	Terminations	52	44	8	0	0	0	2	2	0	5	9
	Training	111	91	20	0	1	0	3	0	1	1	7
	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	216	381	44	0	1	0	6	2	2	8	23
Protective Services	New Hires	10	7	3	2	0	0	0	1	0	1	0
	Promotions	11	10	1	0	1	0	0	0	0	0	0
	Terminations	12	11	1	0	0	0	0	0	0	1	0
	Training	3	3	0	0	0	0	0	0	2	0	0
	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	36	31	5	2	1	0	0	1	2	2	0
Paraprofessionals	New Hires	0	0	0	0	0	0	0	0	0	0	0
	Promotions	3	1	2	0	0	0	0	0	0	0	0
	Terminations	1	0	1	0	0	1	0	0	0	0	0
	Training	1	0	1	0	0	0	0	0	0	0	0
	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	5	1	4	0	0	1	0	0	0	0	0
Administrative Support	New Hires	44	7	37	0	2	5	5	0	0	2	0
	Promotions	53	13	40	0	2	3	4	0	1	0	2
	Terminations	72	17	55	3	2	5	4	0	0	3	1
	Training	189	41	148	10	14	11	20	0	1	1	1
	Layoffs	1	0	1	0	0	0	0	0	0	0	0
	Recalls	0	0	0	0	0	0	0	0	0	0	0
	Totals	359	78	281	13	20	24	33	0	2	6	4
Skilled Craft	New Hires	181	172	9	0	0	0	0	1	2	3	12
	Promotions	97	96	1	0	1	0	0	0	2	6	9
	Terminations	277	245	32	1	1	0	5	2	5	5	28
	Training	1530	1476	54	5	0	0	0	10	13	48	96
	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	2085	1989	96	6	2	0	5	13	22	62	145
Service/ Maintenance	New Hires	148	106	42	5	2	0	7	5	5	10	3
	Promotions	150	102	48	0	1	2	5	2	3	9	5
	Terminations	117	87	30	0	1	0	6	2	3	10	8
	Training	6557	4394	2163	52	86	75	289	130	183	341	535
	Layoffs	1	1	0	0	0	0	0	0	0	0	0
	Recalls	0	0	0	0	0	0	0	0	0	0	0
	Totals	6973	4690	2283	57	90	77	307	139	194	370	551

Personnel Activity Analysis												
July 1, 2012 through June 30, 2013												
Job Category	Activity	TOTAL			MINORITIES							
		All Employees			Females				Males			
		Total	Males	Females	B	H	A/PI	AI/AN	B	H	A/PI	AI/AN
TOTALS	New Hires	483	360	123	9	4	6	13	8	8	20	20
	Promotions	483	317	166	0	7	8	16	5	8	17	23
	Terminations	638	470	168	5	4	8	22	7	8	27	48
	Training	9816	6848	2968	77	107	113	358	145	217	451	650
	Layoffs	2	1	1	0	0	0	0	0	0	0	0
	Recalls	0	0	0	0	0	0	0	0	0	0	0
	Totals	11422	7996	3426	91	122	135	409	165	241	515	741

TOTAL TRAINING PARTICIPANTS ANALYSIS
July 1, 2012– June 30, 2013

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	2	0	0	0	11	13	26	0	0	0	0	26	39
Professionals	491	10	6	27	35	569	724	5	17	60	11	817	1386
Technicians	16	0	1	0	3	20	82	0	1	1	7	91	111
Protective Services	0	0	0	0	0	0	1	0	2	0	0	3	3
Paraprofessionals	1	0	0	0	0	1	0	0	0	0	0	0	1
Administrative Support	93	10	14	11	20	148	38	0	1	1	1	41	189
Skilled Craft	49	5	0	0	0	54	1309	10	13	48	96	1476	1530
Service/Maintenance	1661	52	86	75	289	2163	3205	130	183	341	535	4394	6557
Total	2313	77	107	113	358	2968	5385	145	217	451	650	6848	9816

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	536	109	.20	56%	.56<.80	Yes
B Male	20	4	.20	56%	.56<.80	Yes
H Male	34	6	.18	50%	.50<.80	Yes
A/PI Male	55	11	.20	56%	.56<.80	Yes
AI/AN Male	47	6	.13	36%	.36<.80	Yes
Unk Male	13	2	.15	42%	.42<.80	Yes
W Female	493	104	.21	58%	.58<.80	Yes
B Female	25	2	.08	22%	.22<.80	Yes
H Female	14	5	.36	100%	1.00>.80	No
A/PI Female	69	12	.17	47%	.47<.80	Yes
AI/AN Female	78	13	.17	47%	.47<.80	Yes
Unk Female	16	2	.13	36%	.36<.80	Yes
Total Males	705	138	.20	56%	.56<.80	Yes
Total Females	695	138	.20	56%	.56<.80	Yes
Promotions						
W Male	114	35	.31	62%	.62<.80	Yes
B Male	4	2	.50	100%	1.00>.80	No
H Male	10	2	.20	40%	.40<.80	Yes
A/PI Male	10	1	.10	20%	.20<.80	Yes
AI/AN Male	9	2	.22	44%	.44<.80	Yes
Unk Male	0	0	0.0	0.0%	0.0<.80	Yes
W Female	129	34	.26	52%	.52<.80	Yes
B Female	6	1	.17	34%	.34<.80	Yes
H Female	3	1	.33	66%	.66<.80	Yes
A/PI Female	15	3	.20	40%	.40<.80	Yes
AI/AN Female	12	3	.25	50%	.50<.80	Yes
Unk Female	2	0	0.0	0.0%	0.0<.80	Yes
Total Males	147	42	.29	58%	.58<.80	Yes
Total Females	167	42	.25	50%	.50<.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	1683	5385	320%	.50	.50<.80	Yes
B Male	41	145	354%	.55	.55<.80	Yes
H Male	39	217	556%	.86	.86>.80	No
A/PI Male	102	451	442%	.68	.68<.80	Yes
AI/AN Male	146	650	445%	.69	.69<.80	Yes
W Female	553	2313	418%	.65	.65<.80	Yes
B Female	23	77	335%	.52	.52<.80	Yes
H Female	22	107	486%	.75	.75<.80	Yes
A/PI Female	59	113	192%	.30	.30<.80	Yes
AI/AN Female	59	358	607%	.94	.94>.80	No
Total Minorities	328	2118	646%	1.00	1.00>.80	No
Total Males	2011	6848	341%	.53	.53<.80	Yes
Total Females	716	2968	415%	.64	.64<.80	Yes
Layoffs/Recalls						
W Male	1683	1	594%	1.00	1.00>.80	No
B Male	41	0	0.0%	0.0	0.0<.80	Yes
H Male	39	0	0.0%	0.0	0.0<.80	Yes
A/PI Male	102	0	0.0%	0.0	0.0<.80	Yes
AI/AN Male	146	0	0.0%	0.0	0.0<.80	Yes
W Female	553	1	594%	1.00	1.00>.80	No
B Female	23	0	0.0%	0.0	0.0<.80	Yes
H Female	22	0	0.0%	0.0	0.0<.80	Yes
A/PI Female	59	0	0.0%	0.0	0.0<.80	Yes
AI/AN Female	59	0	0.0%	0.0	0.0<.80	Yes
Total Minorities	328	0	0.0%	0.0	0.0<.80	Yes
Total Males	2011	0	0.0%	0.0	0.0<.80	Yes
Total Females	716	0	0.0%	0.0	0.0<.80	Yes

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	1683	28	2%	.66	.66<.80	Yes
B Male	41	0	0.0%	0.0	0.0<.80	Yes
H Male	39	1	3%	1.00	1.00>.80	No
A/PI Male	102	0	0%	0.0	0.0<.80	Yes
AI/AN Male	146	3	2%	.66	.66<.80	Yes
W Female	553	10	2%	.66	.66<.80	Yes
B Female	23	0	0.0%	0.0	0.0<.80	Yes
H Female	22	0	0.0%	0.0	0.0<.80	Yes
A/PI Female	59	1	2%	.66	.66<.80	Yes
AI/AN Female	59	2	3%	1.00	1.00>.80	No
Total Minorities	328	7	2%	.66	.66<.80	Yes
Total Males	2011	32	2%	.66	.66<.80	Yes
Total Females	716	13	2%	.66	.66<.80	Yes
Disciplinary Actions						
W Male	1683	69	4%	.15	.15<.80	Yes
B Male	41	4	10%	.38	.38<.80	Yes
H Male	39	4	10%	.38	.38<.80	Yes
A/PI Male	102	2	2%	.08	.08<.80	Yes
AI/AN Male	146	9	6%	.23	.23<.80	Yes
W Female	553	12	2%	.08	.08<.80	Yes
B Female	23	6	26%	1.00	1.00>.80	No
H Female	22	0	0.0%	0.0	0.0<.80	Yes
A/PI Female	59	0	0.0%	0.0	0.0<.80	Yes
AI/AN Female	59	6	10%	.38	.38<.80	Yes
Total Minorities	328	31	9%	.35	.35<.80	Yes
Total Males	2011	88	4%	.15	.15<.80	Yes
Total Females	716	24	3%	.12	.12<.80	Yes
Terminations						
W Male	1683	380	23%	.59	.59<.80	Yes
B Male	41	7	17%	.44	.44<.80	Yes
H Male	39	8	21%	.54	.54<.80	Yes
A/PI Male	102	27	26%	.67	.67<.80	Yes
AI/AN Male	146	48	33%	.85	.85>.80	No
W Female	553	129	23%	.59	.59<.80	Yes
B Female	23	5	22%	.56	.56<.80	Yes
H Female	22	4	18%	.46	.46<.80	Yes
A/PI Female	59	8	14%	.36	.36<.80	Yes
AI/AN Female	59	22	37%	.95	.95>.80	No
Total Minorities	328	129	39%	1.00	1.00>.80	No
Total Males	2011	470	23%	.59	.59<.80	Yes
Total Females	716	168	23%	.59	.59<.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	7	1	7	1	0	0	0	0	0	0	0	0	0	0
Total Hires	1	1	1	1	0	0	0	0	0	0	0	0	0	0
Selection Rate	14%	100%	14%	100%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	.14	1.00	.14	1.00										
4/5 Rule 80% of Base	.14<.80	1.0>.80	.14<.80	1.0>.80										
Adverse Impact?	Yes	No	Yes	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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	453	267	362	209	9	9	16	3	33	22	23	20	10	4
Total Hires	88	60	75	53	2	1	2	1	6	1	2	4	1	0
Selection Rate	19%	22%	21%	25%	22%	11%	13%	33%	18%	5%	9%	20%	10%	0.0%
Ratio to Highest Rate	.58	.67	.64	.76	.67	.33	.39	1.00	.55	.15	.27	.61	.30	0.0
4/5 Rule 80% of Base	.58<.80	.67<.80	.64<.80	.76<.80	.67<.80	.33<.80	.39<.80	1.0>.80	.55<.80	.15<.80	.27<.80	.61<.80	.30<.80	0.0<.80
Adverse Impact?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	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	5	6	5	4	0	0	0	0	0	2	0	0	0	0
Total Hires	2	1	2	1	0	0	0	0	0	0	0	0	0	0
Selection Rate	40%	17%	40%	25%	N/A	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A
Ratio to Highest Rate	1.00	.43	1.00	.63						0.0				
4/5 Rule 80% of Base	1.0>.80	.43<.80	1.0>.80	.63<.80						0.0<.80				
Adverse Impact?	No	Yes	No	Yes	N/A	N/A	N/A	N/A	N/A	Yes	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	37	3	25	3	5	0	4	0	3	0	0	0	0	0
Total Hires	6	2	5	2	1	0	0	0	0	0	0	0	0	0
Selection Rate	16%	67%	20%	67%	20%	N/A	0.0%	N/A	0.0%	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	.24	1.00	.30	1.00	.30		0.0		0.0					
4/5 Rule 80% of Base	.24<.80	1.0>.80	.30<.80	1.0>.80	.30<.80		0.0<.80		0.0<.80					
Adverse Impact?	Yes	No	Yes	No	Yes	N/A	Yes	N/A	Yes	N/A	N/A	N/A	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	0	5	0	2	0	0	0	0	0	0	0	3	0	0
Total Hires	0	2	0	2	0	0	0	0	0	0	0	0	0	0
Selection Rate	N/A	40%	N/A	100%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	N/A	N/A
Ratio to Highest Rate		.40		1.00								0.0		
4/5 Rule 80% of Base		.40<.80		1.00>.80								0.0<.80		
Adverse Impact?	N/A	Yes	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	139	374	99	252	3	16	14	11	14	42	7	45	2	8
Total Hires	31	61	19	37	1	1	4	4	4	11	2	7	1	1
Selection Rate	22%	16%	19%	15%	33%	6%	29%	36%	29%	26%	29%	16%	50%	13%
Ratio to Highest Rate	.44	.32	.38	.30	.66	.12	.58	.72	.58	.52	.58	.32	1.00	.26
4/5 Rule 80% of Base	.44<.80	.32<.80	.38<.80	.30<.80	.66<.80	.12<.80	.58<.80	.72<.80	.58<.80	.52<.80	.58<.80	.32<.80	1.00>.80	.26<.80
Adverse Impact?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	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	5	0	4	0	0	0	0	0	0	0	1	0	0	0
Total Hires	1	0	1	0	0	0	0	0	0	0	0	0	0	0
Selection Rate	20%	N/A	25%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A
Ratio to Highest Rate	.80		1.00								0.0			
4/5 Rule 80% of Base	.80=.80		1.00>.80								0.0<.80			
Adverse Impact?	No	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Yes	N/A	N/A	N/A

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	59	39	34	22	3	0	0	0	5	3	16	10	1	4
Total Hires	9	11	6	8	0	0	0	0	1	0	2	2	0	1
Selection Rate	15%	28%	18%	36%	0.0%	N/A	N/A	N/A	20%	0.0%	13%	20%	0.0%	25%
Ratio to Highest Rate	.42	.78	.50	1.00	0.0				.56	0.0	.36	.56	0.0	.69
4/5 Rule 80% of Base	.42<.80	.78<.80	.50<.80	1.00>.80	0.0<.80				.56<.80	0.0<.80	.36<.80	.56<.80	0.0<.80	.69<.80
Adverse Impact?	Yes	Yes	Yes	No	Yes	N/A	N/A	N/A	Yes	Yes	Yes	Yes	Yes	Yes

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	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Selection Rate	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
Ratio to Highest Rate														
4/5 Rule 80% of Base														
Adverse Impact?	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

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	110	101	91	79	2	2	6	2	8	10	3	6	0	2
Total Hires	31	27	28	23	1	0	1	1	1	1	0	2	0	0
Selection Rate	28%	27%	31%	29%	50%	0.0%	17%	50%	13%	10%	0.0%	33%	N/A	0.0%
Ratio to Highest Rate	.56	.54	.62	.58	1.00	0.0	.34	1.00	.26	.20	0.0	.66		0.0
4/5 Rule 80% of Base	.56<.80	.54<.80	.62<.80	.58<.80	1.00>.80	0.0<.80	.34<.80	1.00>.80	.26<.80	.20<.80	0.0<.80	.66<.80		0.0<.80
Adverse Impact?	Yes	Yes	Yes	Yes	No	Yes	Yes	No	Yes	Yes	Yes	Yes	N/A	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	0	1	0	0	0	0	0	0	0	1	0	0	0	0
Total Hires	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Selection Rate	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A
Ratio to Highest Rate		0.0								0.0				
4/5 Rule 80% of Base		0.0<.80								0.0<.80				
Adverse Impact?	N/A	Yes	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Yes	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	5	1	3	1	2	0	0	0	0	0	0	0	0	0
Total Hires	2	0	1	0	1	0	0	0	0	0	0	0	0	0
Selection Rate	40%	0.0%	33%	0.0%	50%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	.80	0.0	.66	0.0	1.00									
4/5 Rule 80% of Base	.80=.80	0.0<.80	.66<.80	0.0<.80	1.00>.80									
Adverse Impact?	No	Yes	Yes	Yes	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	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	0	0	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	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
Ratio to Highest Rate														
4/5 Rule 80% of Base														
Adverse Impact?	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

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	55	10	43	0	4	4	1	1	4	1	3	0	0
Total Hires	5	9	3	6	0	1	1	0	0	2	1	0	0	0
Selection Rate	31%	16%	30%	14%	N/A	25%	25%	0.0%	0.0%	50%	100%	0.0%	N/A	N/A
Ratio to Highest Rate	.31	.16	.30	.14		.25	.25	0.0	0.0	.50	1.00	0.0		
4/5 Rule 80% of Base	.31<.80	.16<.80	.30<.80	.14<.80		.25<.80	.25<.80	0.0<.80	0.0<.80	.50<.80	1.00>.80	0.0<.80		
Adverse Impact?	Yes	Yes	Yes	Yes	N/A	Yes	Yes	Yes	Yes	Yes	No	Yes	N/A	N/A

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	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Selection Rate	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
Ratio to Highest Rate														
4/5 Rule 80% of Base														
Adverse Impact?	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

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	16	9	10	6	0	0	0	0	1	0	5	3	0	0
Total Hires	4	6	3	5	0	0	0	0	0	0	1	1	0	0
Selection Rate	25%	67%	30%	83%	N/A	N/A	N/A	N/A	0.0%	N/A	20%	33%	N/A	N/A
Ratio to Highest Rate	.30	.81	.38	1.00					0.0		.24	.40		
4/5 Rule 800% of Base	.30<.80	.81>.80	.38<.80	1.00>.80					0.0<.80		.24<.80	.40<.80		
Adverse Impact?	Yes	No	Yes	No	N/A	N/A	N/A	N/A	Yes	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	35	9	33	7	0	0	1	0	0	1	1	1
Total Participants	26	11	26	2	0	0	0	0	0	0	0	11
Selection Rate	74%	122%	79%	29%	N/A	N/A	0.0%	N/A	N/A	0.0%	0.0%	1100%
Ratio to Highest Rate	.07	.11	.07	.03			0.0			0.0	0.0	1.00
4/5 Rule 80% of Base	.07<.80	.11<.80	.07<.80	.03<.80			0.0<.80			0.0<.80	0.0<.80	1.00>.80
Adverse Impact?	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	N/A	Yes	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	332	520	282	10	7	10	7	26	17	16	19
Total Participants	817	569	724	491	5	10	17	6	60	27	11	35
Selection Rate	140%	171%	139%	174%	50%	143%	170%	86%	231%	159%	69%	184%
Ratio to Highest Rate	.61	.74	.60	.75	.22	.62	.74	.37	1.00	.69	.30	.80
4/5 Rule 80% of Base	.61<.80	.74<.80	.60<.80	.75<.80	.22<.80	.62<.80	.74<.80	.37<.80	1.00>.80	.69<.80	.30<.80	.80=>.80
Adverse Impact?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	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	18	9	17	7	0	0	0	1	0	0	1	0
Total Participants	91	20	82	16	0	0	0	1	0	0	7	0
Training Rate	505%	222%	482%	229%	N/A	N/A	N/A	100%	N/A	N/A	700%	N/A
Ratio to Highest Rate	.72	.32	.69	.33				.14			1.00	
4/5 Rule 80% of Base	.72<.80	.32<.80	.69<.80	.33<.80				.14<.80			1.00>.80	
Adverse Impact?	Yes	Yes	Yes	Yes	N/A	N/A	N/A	Yes	N/A	N/A	No	N/A

PROTECTIVE SERVICES

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	77	9	62	6	5	1	4	1	3	0	3	1
Total Participants	3	0	1	0	0	0	2	0	0	0	0	0
Training Rate	4%	0.0%	2%	0.0%	0.0%	0.0%	50%	0.0%	0.0%	N/A	0.0%	0.0%
Ratio to Highest Rate	.08	0.0	.04	0.0	0.0	0.0	1.00	0.0	0.0		0.0	0.0
4/5 Rule 80% of Base	.08<.80	0.0<.80	.04<.80	0.0<.80	0.0<.80	0.0<.80	1.0>.80	0.0<.80	0.0<.80		0.0<.80	0.0<.80
Adverse Impact?	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	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	1	13	1	10	0	0	0	1	0	1	0	1
Total Participants	0	1	0	1	0	0	0	0	0	0	0	0
Training Rate	0.0%	8%	0.0%	10%	N/A	N/A	N/A	0.0%	N/A	0.0%	N/A	0.0%
Ratio to Highest Rate	0.0	.80	0.0	1.00				0.0		0.0		0.0
4/5 Rule 80% of Base	0.0<.80	.80=.80	0.0<.80	1.00>.80				0.0<.80		0.0<.80		0.0<.80
Adverse Impact?	Yes	No	Yes	No	N/A	N/A	N/A	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	72	207	54	150	6	11	2	7	4	15	6	24
Total Participants	41	148	38	93	0	10	1	14	1	11	1	20
Training Rate	57%	71%	70%	62%	0.0%	91%	50%	200%	25%	73%	17%	83%
Ratio to Highest Rate	.29	.36	.35	.31	0.0	.46	.25	1.00	.13	.37	.09	.42
4/5 Rule 80% of Base	.29<.80	.36<.80	.35<.80	.31<.80	0.0<.80	.46<.80	.25<.80	1.00>.80	.13<.80	.37<.80	.09<.80	.42<.80
Adverse Impact?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	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	961	27	820	21	11	1	13	1	27	2	90	2
Total Participants	1476	54	1309	49	10	5	13	0	48	0	96	0
Training Rate	154%	200%	160%	233%	91%	500%	100%	0.0%	178%	0.0%	107%	0.0%
Ratio to Highest Rate	.31	.40	.32	.47	.18	1.00	.20	0.0	.36	0.0	.21	0.0
4/5 Rule 80% of Base	.31<.80	.40<.80	.32<.80	.47<.80	.18<.80	1.00>.80	.20<.80	0.0<.80	.36<.80	0.0<.80	.21<.80	0.0<.80
Adverse Impact?	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	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	265	110	176	70	9	3	9	4	42	23	29	10
Total Participants	4394	2163	3205	1661	130	52	183	86	341	75	535	289
Training Rate	1658%	1966%	1821%	2373%	1444%	1733%	2033%	2150%	812%	326%	1845%	2890%
Ratio to Highest Rate	.57	.68	.63	.82	.50	.60	.70	.74	.28	.11	.64	1.00
4/5 Rule 800% of Base	.57<.80	.68<.80	.63<.80	.82>.80	.50<.80	.60<.80	.70<.80	.74<.80	.28<.80	.11<.80	.64<.80	1.00>.80
Adverse Impact?	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No

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	35	9	33	7	0	0	1	0	0	1	1	1
Total Layoffs	0	0	0	0	0	0	0	0	0	0	0	0
Total Retained	35	9	33	7	N/A	N/A	1	N/A	N/A	1	1	1
Retention Rate	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
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
Adverse Impact?	No	No	No	No	N/A	N/A	No	N/A	N/A	No	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	332	520	282	10	7	10	7	26	17	16	19
Total Layoffs	0	0	0	0	0	0	0	0	0	0	0	0
Total Retained	582	332	520	282	10	7	10	7	26	17	16	19
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	18	9	17	7	0	0	0	1	0	0	1	0
Total Layoffs	0	0	0	0	0	0	0	0	0	0	0	0
Total Retained	18	9	17	7	N/A	N/A	N/A	1	N/A	N/A	1	N/A
Retention Rate	100%	100%	100%	100%				100%			100%	
Ratio to Highest Rate	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	
Adverse Impact?	No	No	No	No	N/A	N/A	N/A	No	N/A	N/A	No	N/A

PROTECTIVE SERVICES

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	77	9	62	6	5	1	4	1	3	0	3	1
Total Layoffs	0	0	0	0	0	0	0	0	0	0	0	0
Total Retained	77	9	62	6	5	1	4	1	3	N/A	3	1
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	No	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	1	13	1	10	0	0	0	1	0	1	0	1
Total Layoffs	0	0	0	0	0	0	0	0	0	0	0	0
Total Retained	1	13	1	10	N/A	N/A	N/A	1	N/A	1	N/A	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	N/A	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	72	207	54	150	6	11	2	7	4	15	6	24
Total Layoffs	0	1	0	1	0	0	0	0	0	0	0	0
Total Retained	72	206	54	149	6	11	2	7	4	15	6	24
Retention Rate	100%	99%	100%	99%	100%	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	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	1.00>.80
Adverse Impact?	No	No	No	No	No	No	No	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	961	27	820	21	11	1	13	1	27	2	90	2
Total Layoffs	0	0	0	0	0	0	0	0	0	0	0	0
Total Retained	961	27	820	21	11	1	13	1	27	2	90	2
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

SERVICE/MAINTENANCE

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	265	110	176	70	9	3	9	4	42	23	29	10
Total Layoffs	1	0	1	0	0	0	0	0	0	0	0	0
Total Retained	264	110	175	70	9	3	9	4	42	23	29	10
Retention Rate	99%	100%	99%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Ratio to Highest Rate	.99	1.00	.99	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
4/5 Rule 800% of Base	.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	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	35	9	33	7	0	0	1	0	0	1	1	1
Total Actions	0	0	0	0	0	0	0	0	0	0	0	0
Total Remaining	35	9	33	7	N/A	N/A	1	N/A	N/A	1	1	1
Rate	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
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
Adverse Impact?	No	No	No	No	N/A	N/A	No	N/A	N/A	No	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	332	520	282	10	7	10	7	26	17	16	19
Total Actions	2	4	2	3	0	0	0	0	0	1	0	0
Total Remaining	580	328	518	279	10	7	10	7	26	16	16	19
Rate	99%	99%	99%	99%	100%	100%	100%	100%	100%	94%	100%	100%
Ratio to Highest Rate	.99	.99	.99	.99	1.00	1.00	1.00	1.00	1.00	.94	1.00	1.00
4/5 Rule 80% of Base	.99>.80	.99>.80	.99>.80	.99>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	.94>.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	18	9	17	7	0	0	0	1	0	0	1	0
Total Actions	0	0	0	0	0	0	0	0	0	0	0	0
Total Remaining	18	9	17	7	N/A	N/A	N/A	1	N/A	N/A	1	N/A
Rate	100%	100%	100%	100%				100%			100%	
Ratio to Highest Rate	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	
Adverse Impact?	No	No	No	No	N/A	N/A	N/A	No	N/A	N/A	No	N/A

PROTECTIVE SERVICES

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	77	9	62	6	5	1	4	1	3	0	3	1
Total Actions	0	0	0	0	0	0	0	0	0	0	0	0
Total Remaining	77	9	62	6	5	1	4	1	3	N/A	3	1
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	No	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	1	13	1	10	0	0	0	1	0	1	0	1
Total Actions	0	0	0	0	0	0	0	0	0	0	0	0
Total Remaining	1	13	1	10	N/A	N/A	N/A	1	N/A	1	N/A	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	N/A	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	72	207	54	150	6	11	2	7	4	15	6	24
Total Actions	4	5	4	3	0	0	0	0	0	0	0	2
Total Remaining	68	202	50	147	6	11	2	7	4	15	6	22
Rate	94%	98%	93%	98%	100%	100%	100%	100%	100%	100%	100%	92%
Ratio to Highest Rate	.94	.98	.93	.98	1.00	1.00	1.00	1.00	1.00	1.00	1.00	.92
4/5 Rule 80% of Base	.94>.80	.98>.80	.93>.80	.98>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	.92>.80
Adverse Impact?	No	No	No	No	No	No	No	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	961	27	820	21	11	1	13	1	27	2	90	2
Total Actions	18	0	14	0	0	0	1	0	0	0	3	0
Total Remaining	943	27	806	21	11	1	12	1	27	2	87	2
Rate	98%	100%	98%	100%	100%	100%	92%	100%	100%	100%	97%	100%
Ratio to Highest Rate	.98	1.00	.98	1.00	1.00	1.00	.92	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	1.00>.80	1.00>.80	.92>.80	1.00>.80	1.00>.80	1.00>.80	.97>.80	1.00>.80
Adverse Impact?	No	No	No	No	No	No	No	No	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	265	110	176	70	9	3	9	4	42	23	29	10
Total Actions	8	4	8	4	0	0	0	0	0	0	0	0
Total Remaining	257	106	168	66	9	3	9	4	42	23	29	10
Rate	97%	96%	95%	86%	100%	100%	100%	100%	100%	100%	100%	100%
Ratio to Highest Rate	.97	.96	.95	.86	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
4/5 Rule 80% of Base	.97>.80	.96>.80	.95>.80	.86>.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

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	35	9	33	7	0	0	1	0	0	1	1	1
Total Actions	0	0	0	0	0	0	0	0	0	0	0	0
Total Remaining	35	9	33	7	N/A	N/A	1	N/A	N/A	1	1	1
Rate	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
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
Adverse Impact?	No	No	No	No	N/A	N/A	No	N/A	N/A	No	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	332	520	282	10	7	10	7	26	17	16	19
Total Actions	12	2	11	0	0	0	0	0	1	0	0	2
Total Remaining	570	330	509	282	10	7	10	7	25	17	16	17
Rate	98%	99%	98%	100%	100%	100%	100%	100%	96%	100%	100%	89%
Ratio to Highest Rate	.98	.99	.98	1.00	1.00	1.00	1.00	1.00	.96	1.00	1.00	.89
4/5 Rule 80% of Base	.98>.80	.99>.80	.98>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	.96>.80	1.00>.80	1.00>.80	.89>.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	18	9	17	7	0	0	0	1	0	0	1	0
Total Actions	8	0	7	0	0	0	0	0	0	0	1	0
Total Remaining	10	9	10	7	N/A	N/A	N/A	1	N/A	N/A	0	N/A
Rate	56%	100%	59%	100%				100%			0.0%	
Ratio to Highest Rate	.56	1.00	.59	1.00				1.00			0.0	
4/5 Rule 80% of Base	.56<.80	1.00>.80	.59>.80	1.00>.80				1.00>.80			0.0<.80	
Adverse Impact?	Yes	No	Yes	No	N/A	N/A	N/A	No	N/A	N/A	Yes	N/A

PROTECTIVE SERVICES

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	77	9	62	6	5	1	4	1	3	0	3	1
Total Actions	0	1	0	1	0	0	0	0	0	0	0	0
Total Remaining	77	8	62	5	5	1	4	1	3	N/A	3	1
Rate	100%	89%	100%	83%	100%	100%	100%	100%	100%		100%	100%
Ratio to Highest Rate	1.00	.89	1.00	.83	1.00	1.00	1.00	1.00	1.00		1.00	1.00
4/5 Rule 80% of Base	1.00>.80	.89>.80	1.00>.80	.83>.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	N/A	No	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	1	13	1	10	0	0	0	1	0	1	0	1
Total Actions	0	0	0	0	0	0	0	0	0	0	0	0
Total Remaining	1	13	1	10	N/A	N/A	N/A	1	N/A	1	N/A	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	N/A	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	72	207	54	150	6	11	2	7	4	15	6	24
Total Actions	0	14	0	6	0	6	0	0	0	0	0	2
Total Remaining	72	193	54	144	6	5	2	7	4	15	6	22
Rate	100%	93%	100%	96%	100%	45%	100%	100%	100%	100%	100%	92%
Ratio to Highest Rate	1.00	.93	1.00	.96	1.00	.45	1.00	1.00	1.00	1.00	1.00	.92
4/5 Rule 80% of Base	1.00>.80	.93>.80	1.00>.80	.96>.80	1.00>.80	.45<.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	.92>.80
Adverse Impact?	No	No	No	No	No	Yes	No	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	961	27	820	21	11	1	13	1	27	2	90	2
Total Actions	51	2	41	1	1	0	4	0	1	0	4	1
Total Remaining	910	25	779	20	10	1	9	1	26	2	86	1
Rate	95%	93%	95%	95%	91%	100%	69%	100%	96%	100%	96	50%
Ratio to Highest Rate	.95	.93	.95	.95	.91	1.00	.69	1.00	.96	1.00	.96	.50
4/5 Rule 80% of Base	.95>.80	.93>.80	.95>.80	.95>.80	.91>.80	1.00>.80	.69>.80	1.00>.80	.96>.80	1.00>.80	.96>.80	.50>.80
Adverse Impact?	No	No	No	No	No	Yes	Yes	No	No	No	No	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	265	110	176	70	9	3	9	4	42	23	29	10
Total Actions	17	5	10	4	3	0	0	0	0	0	4	1
Total Remaining	248	105	166	66	6	3	9	4	42	23	25	9
Rate	94%	95%	94%	94%	67%	100%	100%	100%	100%	100%	86%	90%
Ratio to Highest Rate	.94	.95	.94	.94	.67	1.00	1.00	1.00	1.00	1.00	.86	.90
4/5 Rule 80% of Base	.94>.80	.95>.80	.94>.80	.94>.80	.67<.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	1.00>.80	.86>.80	.90>.80
Adverse Impact?	No	No	No	No	Yes	No	No	No	No	No	No	No

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	35	9	33	7	0	0	1	0	0	1	1	1
Total Actions	4	1	4	1	0	0	0	0	0	0	0	0
Total Remaining	31	8	29	6	N/A	N/A	1	N/A	N/A	1	1	1
Rate	89%	89%	88%	86%			100%			100%	100%	100%
Ratio to Highest Rate	.89	.89	.88	.86			1.00			1.00	1.00	1.00
4/5 Rule 80% of Base	.89>.80	.89>.80	.88>.80	.86>.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	No	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	332	520	282	10	7	10	7	26	17	16	19
Total Actions	62	40	56	32	1	1	0	0	3	2	2	5
Total Remaining	520	292	464	250	9	6	10	7	23	15	14	14
Rate	89%	88%	89%	89%	90%	86%	100%	100%	88%	88%	88%	74%
Ratio to Highest Rate	.89	.88	.89	.89	.90	.86	1.00	1.00	.88	.88	.88	.74
4/5 Rule 80% of Base	.89>.80	.88>.80	.89>.80	.89>.80	.90>.80	.86>.80	1.00>.80	1.00>.80	.88>.80	.88>.80	.88>.80	.74<.80
Adverse Impact?	No	No	No	No	No	No	No	No	No	No	No	Yes

TECHNICIANS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	18	9	17	7	0	0	0	1	0	0	1	0
Total Actions	44	8	28	6	2	0	0	0	5	0	9	2
Total Remaining	-26	1	-11	1	-2	N/A	N/A	1	-5	N/A	-8	-2
Rate	-144%	11%	-65%	14%	-200%			100%	-500%		-800%	-200%
Ratio to Highest Rate	-1.44	.11	-.65	.14	-2.00			1.00	-5.00		-8.00	-2.00
4/5 Rule 80% of Base	-1.44<.80	.11<.80	-.62<.80	.14<.80	-2.0<.80			1.00>.80	-5.0<.80		-8.0<.80	-2.0<.80
Adverse Impact?	Yes	Yes	Yes	Yes	Yes	N/A	N/A	No	Yes	N/A	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	77	9	62	6	5	1	4	1	3	0	3	1
Total Actions	11	1	10	1	0	0	0	0	0	0	0	0
Total Remaining	66	8	52	5	5	1	4	1	3	N/A	3	1
Rate	86%	89%	84%	83%	100%	100%	100%	100%	100%		100%	100%
Ratio to Highest Rate	.86	.89	.84	.83	1.00	1.00	1.00	1.00	1.00		1.00	1.00
4/5 Rule 80% of Base	.86>.80	.89>.80	.84>.80	.83>.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	N/A	No	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	1	13	1	10	0	0	0	1	0	1	0	1
Total Actions	0	1	0	0	0	0	0	0	0	1	0	0
Total Remaining	1	12	1	10	N/A	N/A	N/A	1	N/A	0	N/A	1
Rate	100%	92%	100%	100%				100%		0.0%		100%
Ratio to Highest Rate	1.00	.92	1.00	1.00				1.00		0.0		1.00
4/5 Rule 80% of Base	1.00>.80	.92>.80	1.00>.80	1.00>.80				1.00>.80		0.0< .80		1.00>.80
Adverse Impact?	No	No	No	No	N/A	N/A	N/A	No	N/A	Yes	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	72	207	54	150	6	11	2	7	4	15	6	24
Total Actions	17	55	13	41	0	3	0	2	3	5	1	4
Total Remaining	55	152	41	109	6	8	2	5	1	10	5	20
Rate	76%	73%	76%	73%	100%	73%	100%	71%	25%	67%	83%	83%
Ratio to Highest Rate	.76	.73	.76	.73	1.00	.73	1.00	.71	.25	.67	.83	.83
4/5 Rule 80% of Base	.76< .80	.73< .80	.76< .80	.73< .80	1.00>.80	.73< .80	1.00>.80	.71< .80	.25< .80	.67< .80	.83>.80	.83>.80
Adverse Impact?	Yes	Yes	Yes	Yes	No	Yes	No	Yes	Yes	Yes	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	961	27	820	21	11	1	13	1	27	2	90	2
Total Actions	245	32	205	25	2	1	5	1	5	0	28	5
Total Remaining	716	-5	615	-4	9	0	8	0	22	2	62	-3
Rate	75%	-19%	75%	-19%	82%	0.0%	62%	0.0%	81%	100%	69%	-150%
Ratio to Highest Rate	.75	-.19	.75	-.19	.82	0.0	.62	0.0	.81	1.00	.69	-1.50
4/5 Rule 80% of Base	.75< .80	-.19< .80	.75< .80	-.19< .80	.82>.80	0.0< .80	.62< .80	0.0< .80	.81>.80	1.00>.80	.69>.80	-1.5< .80
Adverse Impact?	Yes	Yes	Yes	Yes	No	Yes	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	265	110	176	70	9	3	9	4	42	23	29	10
Total Actions	87	30	64	23	2	0	3	1	10	0	8	6
Total Remaining	178	80	112	47	7	3	6	3	32	23	21	4
Rate	67%	73%	64%	67%	78%	100%	67%	75%	76%	100%	72%	40%
Ratio to Highest Rate	.67	.73	.64	.67	.78	1.00	.67	.75	.76	1.00	.72	.40
4/5 Rule 80% of Base	.67< .80	.73< .80	.64< .80	.67< .80	.78>.80	1.00>.80	.67< .80	.75< .80	.76< .80	1.00>.80	.72< .80	.40< .80
Adverse Impact?	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	No	Yes	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 FY13 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 positions 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. Promotional opportunities are posted as per contractual language, offering internal candidates exclusive application rights.

A method of tracking disciplinary actions was devised internally and maintained by dedicated staff within DOT. This record is used throughout the year to ensure consistency regardless of ethnicity and class distinctions. This process also serves to re-direct our focus from discipline to correction.

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 but is evolving. The Alaska DOT&PF will soon standardize its training tracking processes with DOA. With the implementation of Learn Alaska at DOA we anticipate a vastly improved reporting tool which will also allow employees to self-report.

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
FY13	3420	659	902

*Data source: State of Alaska Workforce Profile FY13

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.