

EEO Utilization Report

Organization Information

Name: Department For Children And Families Family Services Division

City: Waterbury

State: VT

Zip: 05671-1080

Type: State Government (not law enforcement)

Step 1: Introductory Information

Policy Statement:

The State of Vermont Agency of Human Services (AHS) Department of Children and Families (DCF) strives to provide a working environment free from harassment and discrimination at all levels, as well as ensuring equal opportunity in employment. AHS/DCF does not discriminate on the basis of race, color, religion, ancestry, national origin, gender, gender identity, age, sexual orientation, place of birth, or physical or mental condition. This non-discrimination commitment applies to hiring, salaries and wages, reduction-in-force, leave, transfer, work assignment, promotion, training, demotion, appointment, discipline, and recall from reduction-in-force. AHS/DCF will take measures consistent with federal and state law to recruit minorities, females and persons with disabilities. This will be done without permitting or requiring the reduction of bona fide job requirements or minimum qualifications to give preference to any employee or applicant for employment.

Any AHS/DCF employee who fails to comply with this policy will be subject to appropriate disciplinary action, up to and including dismissal from employment.

AHS/DCF pledges its continued support of all laws, rules, and regulations addressing non-discrimination and equal opportunity in the workplace.

Following File has been uploaded:Nondiscrimination-Policy.pdf

Step 4b: Narrative of Interpretation

White males were under-represented by two or more standard deviations in the following categories: Officials/Administrators; Professionals; Technicians; Administrative Support.

In reviewing the EEOP Utilization Report that the Vermont Department for Children and Families(DCF)submitted in 2016, improvements can be noted in the recruitment and retention of white females in Service Maintenance, Skilled Craft, Protective Services/non-sworn. DCF's current objectives have been successful and there is always room for improvement - meaning we will continue to amend our objectives and strategies as necessary.

DCF notes some contributing factors to the current under-utilization of white males may be the nature of the work performed in DCF. The majority of the applicants who seem to be attracted to the child welfare profession are female, additionally, they tend to meet the minimum qualifications as a result of their professional degrees.

Step 5: Objectives and Steps

1. Provide equal access to employment opportunities to white males when recruiting in particular for Officials/Administrators; Professionals; Technicians; Administrative Support job categories.

- a. Continue to provide relevant training to hiring managers regarding best practice for diversity. To date the Vermont Agency of Human Services has been committed to ensuring that individuals who hire, as well as, those who serve others are aware of their own cultural values and beliefs and only then are folks able to understand and support others' values and beliefs.
- b. Continue to work with the Department of Human Resources to find ways to attract white males into the field of human services. Having white males who are already in the field to attend job fairs to speak first hand of their experience may be an effective strategy.
- c. Post all vacancies on the NEW Department of Human Resources recruitment website. This new site provides better data and an increased ease in the application process.
- d. Continue to include DCF's EEO statement as part of every vacancy posting.
- e. Work with Vermont's State University (which provides the relevant degrees for child welfare)to understand who applies for acceptance into the School of Social Work and why. Based on this information, devise strategies to attract and retain more males into the program.

Step 6: Internal Dissemination

The EEOP Utilization Report will be uploaded in a prominent location on the Department for Children and Families' intranet.

Should employees request a hard copy, the DCF Commissioner's Office will provide them.

The EEOP Utilization Report will be communicated and shared (via link) in an email announcement to DCF Everyone (distribution list).

DCF will post the availability of the updated report on bulletin boards in various locations.

Step 7: External Dissemination

Post the updated EEOP Utilization Report in the DCF internet (public facing site).

Post notices of the availability of the report on bulletin boards frequented by stakeholders, partners, contractors and vendors.

Have hard copies of the report available upon request in the Commissioner's Office.

Employ the use of Social Media (Twitter account) announcing the report.

Share the report with the Department of Public Libraries to post for public review.

**Utilization Analysis Chart
Relevant Labor Market: Vermont**

Job Categories	Male						Female									
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Officials/Administrators																
Workforce #/%	20/25%	0/0%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%	58/73%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	23,605/66%	215/1%	105/0%	20/0%	250/1%	10/0%	114/0%	20/0%	17,365/41%	110/0%	60/0%	50/0%	105/0%	4/0%	89/0%	45/0%
Utilization #/%	-3/1%	-1%	1%	-0%	-1%	-0%	-0%	-0%	32%	-0%	-0%	-0%	-0%	-0%	-0%	-0%
Professionals																
Workforce #/%	136/20%	2/0%	3/0%	0/0%	1/0%	0/0%	0/0%	0/0%	514/76%	6/1%	3/0%	1/0%	6/1%	0/0%	2/0%	0/0%
CLS #/%	25,855/39%	290/0%	190/0%	35/0%	500/1%	0/0%	250/0%	105/0%	37,435/56%	535/1%	195/0%	60/0%	495/1%	4/0%	240/0%	110/0%
Utilization #/%	-19%	-0%	0%	-0%	-1%	0%	-0%	-0%	20%	0%	0%	0%	0%	-0%	-0%	-0%
Technicians																
Workforce #/%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	60/97%	0/0%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	3,595/39%	105/1%	4/0%	4/0%	65/1%	0/0%	8/0%	0/0%	5,310/68%	24/0%	10/0%	4/0%	10/0%	0/0%	48/1%	4/0%
Utilization #/%	-38%	-1%	-0%	-0%	-1%	0%	-0%	0%	39%	-0%	2%	-0%	-0%	0%	-1%	-0%
Protective Services: Sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	3,570/80%	80/2%	10/0%	30/1%	20/0%	0/0%	45/1%	0/0%	705/16%	15/0%	10/0%	0/0%	4/0%	0/0%	0/0%	0/0%
Utilization #/%																
Protective Services: Non-sworn																
Workforce #/%	5/71%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/29%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	235/45%	8/2%	15/3%	0/0%	0/0%	0/0%	4/1%	10/2%	255/48%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	27%	-2%	-3%	0%	0%	0%	-1%	-2%	-20%	0%	0%	0%	0%	0%	0%	0%
Administrative Support																
Workforce #/%	59/20%	3/1%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	213/74%	6/2%	2/1%	3/1%	2/1%	0/0%	1/0%	0/0%
CLS #/%	25,490/33%	350/0%	330/0%	15/0%	330/0%	0/0%	115/0%	0/0%	49,420/63%	585/1%	220/0%	165/0%	505/1%	35/0%	530/1%	60/0%

Job Categories	Male							Female								
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%
Utilization #/%	12%	1%	-0%	-0%	-0%	0%	-0%	0%	10%	1%	0%	1%	0%	-0%	-0%	-0%
Skilled Craft																
Workforce #/%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	29,520/93%	275/1%	35/0%	80/0%	35/0%	4/0%	164/1%	70/0%	1,615/5%	4/0%	0/0%	0/0%	15/0%	0/0%	15/0%	0/0%
Utilization #/%	7%	-1%	-0%	-0%	-0%	-0%	-1%	-0%	-5%	-0%	0%	0%	-0%	0%	-0%	0%
Service/Maintenance																
Workforce #/%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	43,825/52%	840/1%	690/1%	145/0%	475/1%	10/0%	555/1%	100/0%	34,860/42%	600/1%	380/0%	80/0%	725/1%	0/0%	534/1%	55/0%
Utilization #/%	48%	-1%	-1%	-0%	-1%	-0%	-1%	-0%	-42%	-1%	-0%	-0%	-1%	0%	-1%	-0%

Significant Underutilization Chart

Job Categories	Male						Female									
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Officials/Administrators	✓															
Professionals	✓															
Technicians	✓															
Administrative Support	✓															

I understand the regulatory obligation under 28 C.F.R. ~ 42.301-.308 to collect and maintain extensive employment data by race, national origin, and sex, even though our organization may not use all of this data in completing the EEO Utilization Report.

I have reviewed the foregoing EEO Utilization Report and certify the accuracy of the reported workforce data and our organization's employment policies.

Certified As Final By: Doreen Marquis

DCF Organization and HR Development Director 10-24-2018

[signature]

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