

EEO Utilization Report

Organization Information

Name: Iowa Judicial Branch

City: Des Moines

State: IA

Zip: 50319

Type: State Court

Step 1: Introductory Information

Policy Statement:

The judicial branch is committed to providing a work environment that is free from all forms of unlawful discrimination and harassment on the basis of race, color, creed, sex, age, religion, national origin, citizenship status, sexual orientation, gender identity, mental or physical disability, marital status, genetic information, pregnancy or pregnancy related condition, military or veteran status or any characteristic protected by law. Discrimination, harassment, and/or retaliation, as defined by this Policy are strictly prohibited and will not be tolerated. In addition, discrimination and harassment of or against an individual because of an associated preference for, membership in, or affiliation with a foregoing protected group is prohibited.

Following File has been uploaded:11.3 Discrimination and Harassment.docx

Step 4b: Narrative of Interpretation

The Judicial Branch Human Resources Director reviewed the Utilization Analysis (comparing the State of Iowa workforce to the relevant labor market), and the following was determined

1. White males were under-represented in the following areas: Officials/Administrators (-5%); Technicians (-28%); Administrative Support (-27%)
2. Hispanic/Latino males were under-represented in the following areas: Officials/Administrators (-1%); Technicians (-1%); Administrative Support (-1%)
3. Asian males were under-represented in the following areas: Professionals (-1%); Technicians (-2%)
4. White women were significantly under-represented in the following areas: Professionals (-13%)
5. Asian women were under-represented in the following areas: Technicians (-1%)

Step 5: Objectives and Steps

1. To encourage Hispanic or Latino males to apply for vacancies in Officials/Administrators, and Technician job categories

- a. The Judicial Branch Human Resources Director will review the applicant flow data in these categories to determine whether any steps in the selection process for these positions may have had a significant impact on screening out Hispanic or Latino applicants. The Human Resources Director will produce a written report of its findings; and based on the results, consider changes to the candidate selection process.
- b. The Director of Human Resources will enhance the Branch's outreach efforts in these job categories by participating in outreach events (not all inclusive) University and College job fairs; Iowa Immigrant Entrepreneur Summit; Veteran's Career Fair; Building Diversity Networking Expo; Diversity Career Fair; Iowa Latino Conference; Greater Des Moines Partnership; Latinos-Unidos Job Resources Fair; Latino Heritage Festival
- c. The Branch will continue to utilize web technology to promote employment opportunities through an employment page on the State of Iowa Department of Administrative Website. The Branch will look into the possibility of posting positions in the Officials/Administrators and Technicians in Hispanic newspapers.

2. To encourage Asian males to apply for vacancies in the following Categories: Professionals; and Technicians job categories

- a. The Judicial Branch Human Resources Director will review the applicant flow data in these categories to determine whether any steps in the selection process for these positions may have had a significant impact on screening out Asian male and Asian Female applicants. The Human Resources Director will produce a written report of its findings; and based on the results, consider changes to the candidate selection process.
- b. The Director of Human Resources will enhance the Branch's outreach efforts in these job categories by participating in outreach events (not all inclusive) University and College job fairs; Iowa Immigrant Entrepreneur Summit; Veteran's Career Fair; Building Diversity Networking Expo; Diversity Career Fair; Celbra-Asians; Greater Des Moines Partnership;
- c. The Branch will continue to utilize web technology to promote employment opportunities through an employment page on the State of Iowa Department of Administrative Website. The Branch will look into the possibility of posting positions in publications that target the Asian population

3. To encourage White Females to apply for vacancies in the Professional job category

- a. The Judicial Branch Human Resources Director will review the applicant flow data in these categories to determine whether any steps in the selection process for these positions may have had a significant impact on screening out White Female applicants. The Human Resources Director will produce a written report of its findings; and based on the results, consider changes to the candidate selection process.
- b. The Director of Human Resources will enhance the Branch's outreach efforts in these job categories by participating in outreach events (not all inclusive) University and College job fairs; Veteran's Career Fair; Building Diversity Networking Expo; Diversity Career Fair; Greater Des Moines Partnership;
- c. The Branch will continue to utilize web technology to promote employment opportunities through an employment page on the State of Iowa Department of Administrative Website. The Branch will look into the possibility of posting positions in publications that target the professional female population

Step 6: Internal Dissemination

1. Send an email to all managers and supervisors of the Judicial Branch with the EEOP Utilization Report attached to be printed off
2. Send an email to all employees of the Judicial Branch with the EEOP Utilization Report attached
3. Post a copy of the EEOP on the Judicial Branch Human Resources sharepoint site, a Judicial Branch Human Resources site employees have access too.
4. Place a printed copy of the EEOP Utilization Report on the bulletin board outside the Human Resources Offices.

Step 7: External Dissemination

1. Post a copy of the EEOP Utilization Report on the Judicial Branch public website
2. Include on all job announcements for Judicial Branch positions that applicants may obtain a copy of the Judicial Branch's EEOP Utilization Report on request
3. Notify all contractors and vendors doing business with the Judicial Branch that a copy of the Judicial Branch's EEOP Utilization Report is available upon request.

Utilization Analysis Chart
Relevant Labor Market: Iowa

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 #/%	282/56%	0/0%	11/2%	0/0%	1/0%	0/0%	0/0%	0/0%	198/39%	3/1%	6/1%	0/0%	1/0%	0/0%	0/0%	0/0%
CLS #/%	114,280/61%	1,690/1%	1,130/1%	80/0%	1,135/1%	4/0%	380/0%	120/0%	65,210/35%	990/1%	680/0%	95/0%	925/0%	15/0%	535/0%	30/0%
Utilization #/%	-5%	-1%	2%	-0%	-0%	-0%	-0%	-0%	5%	0%	1%	-0%	-0%	-0%	-0%	-0%
Professionals																
Workforce #/%	121/42%	5/2%	11/4%	0/0%	2/1%	0/0%	1/0%	0/0%	121/42%	6/2%	12/4%	1/0%	4/1%	0/0%	1/0%	0/0%
CLS #/%	93,570/37%	2,000/1%	2,050/1%	85/0%	4,700/2%	45/0%	380/0%	310/0%	140,380/56%	2,660/1%	2,175/1%	195/0%	3,100/1%	45/0%	605/0%	215/0%
Utilization #/%	5%	1%	3%	-0%	-1%	-0%	0%	-0%	-13%	1%	3%	0%	0%	-0%	0%	-0%
Technicians																
Workforce #/%	17/8%	0/0%	2/1%	0/0%	0/0%	0/0%	0/0%	0/0%	181/88%	3/1%	1/0%	0/0%	1/0%	0/0%	0/0%	0/0%
CLS #/%	15,330/36%	435/1%	220/1%	4/0%	735/2%	0/0%	125/0%	15/0%	24,415/57%	445/1%	370/1%	15/0%	450/1%	0/0%	125/0%	10/0%
Utilization #/%	-28%	-1%	0%	-0%	-2%	0%	-0%	-0%	31%	0%	-0%	-0%	-1%	0%	-0%	-0%
Protective Services: Sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	13,465/78%	320/2%	310/2%	75/0%	80/0%	0/0%	75/0%	35/0%	2,565/15%	170/1%	40/0%	4/0%	15/0%	4/0%	44/0%	0/0%
Utilization #/%																
Protective Services: Non-sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
Civilian Labor Force #/%	1,335/50%	25/1%	15/1%	10/0%	45/2%	0/0%	14/1%	10/0%	1,145/43%	35/1%	0/0%	10/0%	0/0%	0/0%	0/0%	15/1%
Utilization #/%																
Administrative Support																
Workforce #/%	34/5%	1/0%	2/0%	0/0%	0/0%	0/0%	0/0%	0/0%	660/90%	18/2%	9/1%	0/0%	4/1%	0/0%	3/0%	0/0%

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
CLS #/%	123,900/32%	3,240/1%	2,520/1%	330/0%	1,735/0%	30/0%	1,115/0%	330/0%	239,320/62%	5,510/1%	5,485/1%	570/0%	2,370/1%	95/0%	1,415/0%	285/0%
Utilization #/%	-27%	-1%	-0%	-0%	-0%	-0%	-0%	-0%	29%	1%	-0%	-0%	-0%	-0%	0%	-0%
Skilled Craft																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	116,755/88%	4,935/4%	1,335/1%	275/0%	630/0%	25/0%	680/1%	150/0%	7,505/6%	185/0%	170/0%	45/0%	325/0%	0/0%	29/0%	30/0%
Utilization #/%																
Service/Maintenance																
Workforce #/%	1/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	247,240/50%	22,510/5%	8,195/2%	540/0%	4,630/1%	175/0%	1,990/0%	585/0%	182,505/37%	11,810/2%	5,975/1%	660/0%	4,270/1%	145/0%	1,785/0%	530/0%
Utilization #/%	-0%	-5%	-2%	-0%	-1%	-0%	-0%	-0%	-37%	48%	-1%	-0%	-1%	-0%	-0%	-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: Todd Sadler

Director of Human Resources

07-27-2020

[signature]

[title]

[date]