

EEO Utilization Report

Organization Information

Name: Tri-County Community Corrections

City: Crookston

State: MN

Zip: 56716

Type: County Correctional Department and/or Institution

Step 1: Introductory Information

Policy Statement:

TCCC will provide equal opportunity to all employees and applicants for employment in accordance with applicable Equal Employment Opportunity laws, directives and regulations of federal, state and local governing bodies or agencies thereof. TCCC provides equal opportunity employment for all qualified persons.

TCCC will administer all employment practices, benefits and programs without regard to race, color, creed, religion, national origin, sex, pregnancy, apparent or perceived disability, age, marital status, familial status with regard to public assistance, sexual orientation, genetic information, veteran status, membership or activity in a local human rights commission or any other basis protected by federal, state or local law.

TCCC will ensure that all employment practices are free of discrimination. Such employment practices include, but are not limited to, the following:

Hiring Promotion

Demotion Transfer

Layoff Selection

Termination Disciplinary Action

Recruitment or Recruitment Advertising

Rates of Pay or Other Forms of Compensation

Selection for Training, including Apprenticeship

TCCC fully supports incorporation of non-discrimination rules and regulations into contracts. Any TCCC employee who does not comply with the Equal Employment Opportunity Policy will be subject to disciplinary action. Any subcontractor not complying with all applicable Equal Employment Opportunity laws, directives and regulations of the federal, state and local governing bodies or agencies thereof, will be subject to appropriate legal sanctions.

If any employee or applicant for employment believes he/she has been discriminated against, they are encouraged to contact the office of TCCC's Executive Director.

Following File has been uploaded:Employee Handbook - Page 8.pdf

Step 4b: Narrative of Interpretation

A review of the Utilization Analysis Chart reflects that nearly all agency workforce categories align with regional characteristics. Previous EEO reports identified low representation of female staff in the Non-Sworn Protective Services. Female employees now represent over half of all Non-Sworn Protective Service employees. Additionally, much greater minority representation exists within the Tri-County Community Corrections employee pool

Step 5: Objectives and Steps

1. Tri-County Community Corrections continues to actively recruit a diverse workforce and has recently expanded recruitment efforts through social media which has resulted in an increase in applicants.

- a. Continue to utilize social media and other recruitment options to increase diversity in the workforce.

Step 6: Internal Dissemination

Tri-County Community Corrections will make the organizations EEO utilization Report available on the agency's website.

Step 7: External Dissemination

Tri-County Community Corrections will make copies of the organizations EEO Utilization Report available on the agency's website.

Utilization Analysis Chart
Relevant Labor Market: Polk County, Minnesota

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 #/%	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%
CLS #/%	1,265/71%	0/0%	0/0%	4/0%	4/0%	4/0%	10/1%	0/0%	470/26%	10/1%	0/0%	4/0%	0/0%	0/0%	8/0%	0/0%
Utilization #/%	0%	0%	0%	-0%	-0%	-0%	-1%	0%	2%	-1%	0%	-0%	0%	0%	-0%	0%
Professionals																
Workforce #/%	5/31%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	10/62%	1/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	605/34%	0/0%	10/1%	0/0%	0/0%	0/0%	0/0%	0/0%	1,125/63%	15/1%	0/0%	4/0%	15/1%	0/0%	4/0%	0/0%
Utilization #/%	-3%	0%	-1%	0%	0%	0%	0%	0%	-1%	5%	0%	-0%	-1%	0%	-0%	0%
Technicians																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	150/28%	15/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	380/70%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%																
Protective Services: Sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	110/74%	4/3%	0/0%	0/0%	0/0%	0/0%	4/3%	0/0%	30/20%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%																
Protective Services: Non-sworn																
Workforce #/%	20/38%	1/2%	2/4%	0/0%	1/2%	0/0%	2/4%	0/0%	23/43%	2/4%	0/0%	0/0%	0/0%	0/0%	2/4%	0/0%
Civilian Labor Force #/%	15/44%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	15/44%	4/12%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-6%	2%	4%	0%	2%	0%	4%	0%	-1%	-8%	0%	0%	0%	0%	4%	0%
Administrative Support																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	8/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	940/30%	35/1%	0/0%	4/0%	15/0%	0/0%	4/0%	0/0%	2,070/66%	25/1%	0/0%	4/0%	15/0%	0/0%	4/0%	0/0%
Utilization #/%	-30%	-1%	0%	-0%	-0%	0%	-0%	0%	34%	-1%	0%	-0%	-0%	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
Skilled Craft																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	945/91%	8/1%	0/0%	0/0%	10/1%	0/0%	0/0%	0/0%	75/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%																
Service/Maintenance																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	2,405/48%	150/3%	4/0%	10/0%	25/1%	0/0%	4/0%	10/0%	2,160/43%	165/3%	15/0%	20/0%	4/0%	0/0%	15/0%	0/0%
Utilization #/%																

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: Andrew Larson

Executive Director

02-16-2022

[signature]

[title]

[date]