

EEO Utilization Report

Organization Information

Name: Eighth Judicial District Treatment Court

City: Willmar

State: MN

Zip: 56201

Type: State Court

Step 1: Introductory Information

Policy Statement:

Non-Discrimination and Harassment Policy .

It is the policy of the Minnesota Judicial Branch that discrimination and harassment in the workplace is prohibited. Employment discrimination or harassment based on sex, race, color, creed, religion, national origin, age, veteran status, marital status, sexual orientation, disability, status with regard to public assistance, or local human rights commission activity will not be tolerated .

It is the responsibility of every judge and court employee to strive to create an environment free of harassment and discrimination. All judges and court employees are expected to treat other court employees, court users, and the public with dignity and respect and to comply with this policy. Violations of this policy will result in disciplinary action.

Equal Employment Opportunity Policy

It is the policy of the Minnesota Judicial Branch that all decisions regarding recruitment, hiring, promotions, and other terms and conditions of employment be made without discrimination on the grounds of race, color, creed, religion, national origin, gender, marital status, status with regard to public assistance, membership or activity in a local human rights commission, disability, sexual orientation, or age.

Step 4b: Narrative of Interpretation

Step 4b: Narrative Underutilization Analysis

The Minnesota Judicial Branch has made a comparison of our workforce demographics to the available workforce for the state. Overall, our data is fairly reflective of the racial/ethnic populations, based on the 2010 Census data. Nevertheless, we are working to extend employment opportunities to all and to attract and hire a more diverse and culturally competent workforce.

The Judicial Branch has a high percentage of female (84%) versus male employees (16%). A vast majority of our positions are related to administrative work which historically has been a female dominated position in our society. We found that areas of notable underutilization existed, including the following groups for white males:

Officials/Administrators: - 35%

Professionals: - 10%

Administrative Support: -28%

We also found that areas of notable underutilization existed for white females in the following group:

Technicians: - 25%

The following represents underutilization data of 2 or more standard deviations for males and females within various ethnic groups:

Black or African American males:

Administrative support -1%

Asian Males: -1%

Administrative support- 1%

Female two or more races

Administrative support -1%

The total number of employees is 1621. We do not have positions in the Protective Services, Skilled Craft and Service Maintenance categories. We combined paraprofessional with administrative support category.

Step 5: Objectives and Steps

1. 1. Recruit and Retain a Workforce that Reflects the Communities We Serve

- a. a. Diversity Specialist to develop methods for recruiting and retaining males of all cultures/ethnicities as well as "nonwhite" women.
- b. Make community connections by conducting Community Dialogues and attending Career Fairs
- c. Enhance demographic data gathering methods

2. 2. Build an Organizational and Workplace Culture that Values Diversity and Inclusiveness

- a. a. Analyze and use Quality Court Workplace Data (employee survey)
- b. Review results of 2 diversity-related questions and employee comments by court location
- c. Recommend action as appropriate
- d. Review and suggest updates to diversity-related policies and procedures

3. 3. Develop a Culturally Sensitive and Culturally Competent Workforce

- a. a. Deliver quarterly "Cultural Perspectives" sessions, quarterly Why Diversity Matters sessions and other diversity/cultural competency training within districts and State Court Administration.

Step 6: Internal Dissemination

- The EEOP Short Form is made available to employees and judges on our intranet CourtNet page.
- Copies of the EEOP Short Form will be made available upon request

Step 7: External Dissemination

- The EEOP Short Form will posted on our public website
- Copies of the EEOP Short Form will be made available upon request

Utilization Analysis Chart
Relevant Labor Market: 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 #/% | 29/21% | 1/1% | 0/0% | 1/1% | 1/1% | 0/0% | 0/0% | 0/0% | 105/74% | 4/3% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| CLS #/% | 208,680/56% | 3,465/1% | 4,125/1% | 695/0% | 5,335/1% | 50/0% | 1,555/0% | 465/0% | 138,080/37% | 2,770/1% | 3,395/1% | 945/0% | 4,185/1% | 80/0% | 1,255/0% | 350/0% |
| Utilization #/% | -35% | -0% | -1% | 1% | -1% | -0% | -0% | -0% | 38% | 2% | -1% | -0% | -1% | -0% | -0% | -0% |
| Professionals | | | | | | | | | | | | | | | | |
| Workforce #/% | 85/29% | 1/0% | 4/1% | 0/0% | 4/1% | 0/0% | 0/0% | 0/0% | 195/66% | 1/0% | 2/1% | 0/0% | 5/2% | 0/0% | 0/0% | 0/0% |
| CLS #/% | 204,195/39% | 4,180/1% | 7,510/1% | 770/0% | 14,510/3% | 65/0% | 1,675/0% | 635/0% | 267,005/51% | 4,775/1% | 7,075/1% | 1,525/0% | 10,215/2% | 10/0% | 2,345/0% | 535/0% |
| Utilization #/% | -10% | -0% | -0% | -0% | -1% | -0% | -0% | -0% | 15% | -1% | -1% | -0% | -0% | -0% | -0% | -0% |
| Technicians | | | | | | | | | | | | | | | | |
| Workforce #/% | 26/54% | 3/6% | 0/0% | 0/0% | 3/6% | 0/0% | 0/0% | 0/0% | 13/27% | 2/4% | 0/0% | 0/0% | 1/2% | 0/0% | 0/0% | 0/0% |
| CLS #/% | 32,785/37% | 590/1% | 945/1% | 205/0% | 2,480/3% | 0/0% | 395/0% | 130/0% | 45,665/52% | 705/1% | 1,405/2% | 155/0% | 1,730/2% | 0/0% | 450/1% | 120/0% |
| Utilization #/% | 17% | 6% | -1% | -0% | 3% | 0% | -0% | -0% | -25% | 3% | -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 #/% | 22,405/68% | 770/2% | 1,305/4% | 535/2% | 560/2% | 0/0% | 159/0% | 80/0% | 6,130/19% | 155/0% | 275/1% | 145/0% | 170/1% | 0/0% | 150/0% | 15/0% |
| 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 #/% | 1,145/36% | 25/1% | 35/1% | 0/0% | 55/2% | 0/0% | 0/0% | 0/0% | 1,700/54% | 80/3% | 25/1% | 30/1% | 35/1% | 0/0% | 35/1% | 0/0% |
| Utilization #/% | | | | | | | | | | | | | | | | |
| Administrative Support | | | | | | | | | | | | | | | | |
| Workforce #/% | 56/5% | 5/0% | 6/1% | 0/0% | 2/0% | 0/0% | 0/0% | 0/0% | 980/86% | 27/2% | 27/2% | 8/1% | 24/2% | 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 |
| CLS #/% | 229,855/33% | 7,030/1% | 10,050/1% | 1,135/0% | 7,205/1% | 35/0% | 2,385/0% | 630/0% | 401,855/57% | 9,935/1% | 16,040/2% | 3,385/0% | 11,180/2% | 140/0% | 4,235/1% | 860/0% |
| Utilization #/% | -28% | -1% | -1% | -0% | -1% | -0% | -0% | -0% | 29% | 1% | 0% | 0% | 1% | -0% | -1% | -0% |
| Skilled Craft | | | | | | | | | | | | | | | | |
| Workforce #/% | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ |
| CLS #/% | 191,775/86% | 7,720/3% | 3,450/2% | 1,190/1% | 2,730/1% | 120/0% | 1,350/1% | 335/0% | 11,365/5% | 580/0% | 280/0% | 105/0% | 1,465/1% | 30/0% | 115/0% | 20/0% |
| Utilization #/% | | | | | | | | | | | | | | | | |
| Service/Maintenance | | | | | | | | | | | | | | | | |
| Workforce #/% | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ |
| CLS #/% | 328,120/44% | 35,670/5% | 22,230/3% | 3,355/0% | 15,890/2% | 270/0% | 3,730/1% | 1,060/0% | 265,775/36% | 20,225/3% | 17,875/2% | 3,545/0% | 15,030/2% | 145/0% | 3,510/0% | 1,155/0% |
| Utilization #/% | | | | | | | | | | | | | | | | |

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: Timothy Ostby

District Administrator

04-20-2018

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