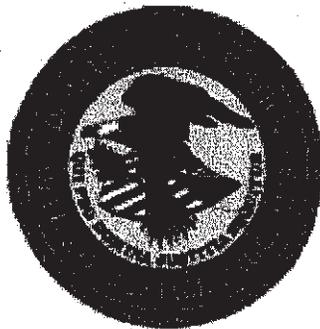


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**LANCASTER COUNTY
CLERK**

EEOP Short Form



Fri Jul 08 16:13:22 EDT 2011

Step 1: Introductory Information

Grant Title: Improved Response to Violence Against Latina and African Women
Grant Number: 2010-WE-AX-0040 12/1/10-11/30/12

Grantee Name: Lancaster County
Award Amount: \$400,000.00

Grantee Type: Local Government Agency

Address: 555 South 10th Street
Lincoln, Nebraska
68508

Contact Person: Rhonda Ryan
Telephone #: 402-441-8840

Contact Address: 555 South 10th Street, Suite 109
Lincoln, Nebraska
68508

DOJ Grant Manager: Ada Clark-Edwards
DOJ Telephone #: 202-305-1658

Grant Title: Title II - Talented Tenth, Centralized Risk, Latino Intervention, Sudanese Advocate
Grant Number: 10-JJ-15, 16, 17, 18

Grantee Name: Lancaster County
Award Amount: \$89,629.00

Grantee Type: Local Government Agency

Address: 555 South 10th Street
Lincoln, Nebraska
68508

Contact Person: Rhonda Ryan
Telephone #: 402-441-8840

Contact Address: 555 South 10th Street, Suite 109
Lincoln, Nebraska
68508

DOJ Grant Manager:
DOJ Telephone #:

Grant Title: Juvenile Accountability Incentive Block Grant
Grant Number: 10-JA-0600

Grantee Name: Lancaster County
Award Amount: \$78,703.00

Grantee Type: Local Government Agency

Address: 555 South 10th Street
Lincoln, Nebraska
68508

Contact Person: Rhonda Ryan
Telephone #: 402-441-8840

Contact Address: 555 South 10th Street, Suite 109
Lincoln, Nebraska

68508

DOJ Grant Manager:

DOJ Telephone #:

Grant Title: Title V - POWER **Grant Number:** 10-JP-0032
Grantee Name: Lancaster County **Award Amount:** \$17,611.00
Grantee Type: Local Government Agency
Address: 555 South 10th Street
Lincoln, Nebraska
68508
Contact Person: Rhonda Ryan **Telephone #:** 402-441-8840
Contact Address: 555 South 10th Street, Suite 109
Lincoln, Nebraska
68508

DOJ Grant Manager:

DOJ Telephone #:

Grant Title: Improving the Violence Against Women Coordinated Response (ARRA-VAWA) **Grant Number:** 09-WX-7009
Grantee Name: Lancaster Coutny **Award Amount:** \$166,624.00
Grantee Type: Local Government Agency
Address: 555 South 10th Street
Lincoln, Nebraska
68508
Contact Person: Rhonda Ryan **Telephone #:** 402-441-8840
Contact Address: 555 South 10th Street, Suite 109
Lincoln, Nebraska
68508

DOJ Grant Manager:

DOJ Telephone #:

Grant Title: A Coordinated Response to Reducing Domestic Violence (VAWA) **Grant Number:** 10-VW-0715
Grantee Name: Lancaster County **Award Amount:** \$185,943.00
Grantee Type: Local Government Agency
Address: 555 South 10th Street
Lincoln, Nebraska
68508

Contact Person: Rhonda Ryan **Telephone #:** 402-441-8840
Contact Address: 555 South 10th Street, Suite 109
Lincoln, Nebraska
68508
DOJ Grant Manager: **DOJ Telephone #:**

Grant Title: Juvenile Court Enhancements (ARRA-JAG) **Grant Number:** 09DX9026
Grantee Name: Lancaster County **Award Amount:** \$295,017.00
Grantee Type: Local Government Agency
Address: 555 South 10th Street
Lincoln, Nebraska
68508
Contact Person: Rhonda Ryan **Telephone #:** 402-441-8840
Contact Address: 555 South 10th Street, Suite 109
Lincoln, Nebraska
68508
DOJ Grant Manager: **DOJ Telephone #:**

Grant Title: Pre-trial Release Program Enhancements (ARRA-JAG) **Grant Number:** 09DX9029
Grantee Name: Lancaster County **Award Amount:** \$400,000.00
Grantee Type: Local Government Agency
Address: 555 South 10th Street
Lincoln, Nebraska
68508
Contact Person: Kim Etherton **Telephone #:** 402-441-3630
Contact Address: 633 South 9th Street
Lincoln, Nebraska
68508
DOJ Grant Manager: **DOJ Telephone #:**

Grant Title: Public Defender Office Planning, Training and Upgrade (ARRA-JAG) **Grant Number:** 09DX9031
Grantee Name: Lancaster County **Award Amount:** \$46,659.00
Grantee Type: Local Government Agency
Address: 555 South 10th Street
Lincoln, Nebraska

Grant Title: Lancaster County Adult Drug Court: Capacity Expansion and Program Enhancement
Grant Number: 2010-DC-BX-0071
Grantee Name: Lancaster County
Award Amount: \$300,000.00
Grantee Type: Local Government Agency
Address: 555 South 10th Street
Lincoln, Nebraska
68508
Contact Person: Kim Etherton
Telephone #: 402-441-3603
Contact Address: 633 South 9th Street
Lincoln, Nebraska
68508
DOJ Grant Manager:
DOJ Telephone #:

Grant Title: ARRA LE Safety Project
Grant Number: 09-DX-9001
Grantee Name: Lancaster County
Award Amount: \$54,000.00
Grantee Type: Local Government Agency
Address: 555 South 10th Street
Lincoln, Nebraska
68508
Contact Person: Rhonda Ryan
Telephone #: 402-441-8840
Contact Address: 555 South 10th Street, Suite 109
Lincoln, Nebraska
68508
DOJ Grant Manager:
DOJ Telephone #:

Grant Title: ARRA Law Enforcement Safety Project
Grant Number: 2009-SB-B9-2551
Grantee Name: Lancaster County
Award Amount: \$282,056.00
Grantee Type: Local Government Agency
Address: 555 South 10th Street
Lincoln, Nebraska
68508
Contact Person: Rhonda Ryan
Telephone #: 402-441-8840
Contact Address: 555 South 10th Street
Lincoln, Nebraska
68508
State Granting City of Lincoln, Nebraska
Grant Number:

Agency:

Contact Name:

Contact Address: 555 South 10th Street
Lincoln, Nebraska
68508

Telephone #:

Grant Title: State Criminal Alien Assistance Program **Grant Number:** 2010-H4254-NE-AP

Grantee Name: Lancaster County **Award Amount:** \$67,382.00

Grantee Type: Local Government Agency

Address: 555 South 10th Street
Lincoln, Nebraska
68508

Contact Person: Angela Koziol **Telephone #:** 402-441-8916

Contact Address: 605 South 10th Street
Lincoln, Nebraska
68508

DOJ Grant Manager:

DOJ Telephone #:

Policy Statement:

The County of Lancaster, Nebraska, will provide equal employment opportunity to all persons. The Personnel Office shall develop and maintain a plan which supports equal opportunity in recruitment and selection, job structure, promotion policies, training to improve job performance and upward mobility, and all other related personnel procedures and practices.

Discrimination against any person in recruitment, examination, selection, appointment, rate of pay, promotion and transfer, retention, daily working conditions, testing and training, awards, compensation and benefits, disciplinary measures or any other aspects of employment or personnel administration because of race, color, religion, sex, disability, national origin, age, marital status, political opinions or affiliations or other unlawful basis is prohibited. Discrimination on the basis of age, sex, or disability is prohibited except where specific age, sex, or physical requirements constitute a bona fide occupational qualification necessary for proper and efficient administration.

Retaliation, intimidation, coercion, or harassment against any applicant for employment or employee who may file a grievance under the County Personnel Rules, Union Contracts, or in accordance with existing rights of appeal to appropriate governmental authorities is prohibited.

The County of Lancaster is committed to complying with all applicable federal and state civil rights laws that pertain to employment.

Step 4b: Narrative Underutilization Analysis

Lancaster County's Personnel Department reviewed the Utilization Analysis (comparing the County's workforce to the relevant labor market), and noted the following:

1. White females were significantly under-represented in the following job categories: Technicians (-18%), Protective Services:Non-Sworn (-18%), Skilled Craft (-6%), and Service/Maintenance (-27%).
2. White males were significantly under-represented in the following job categories: Protective Services: Sworn (-14%) and Administrative Support (-16%).

Although the Utilization Analysis indicated other instances of under-representation, the actual numbers of the under-represented group of employees in some of the job categories made it difficult to draw any reliable conclusions regarding underutilization (e.g. In the Protective Services: Non-sworn job category the rate of underutilization was -3% for White males, but White males made up approximately 44% of the total number of employees in this job category.)

Step 5 & 6: Objectives and Steps

1. To encourage White males to apply for vacancies in the Protective Services: Sworn and Administrative Support job categories.

- a. Contact area universities and the Southeast Community College Placement Office; post job openings on the Lancaster County Website www.lancaster.ne.gov on a weekly basis; utilize an on-line job application; post Job Descriptions on the County website; contact Workforce Development; contact organizations such as community centers and churches representing protected group members; contact Vocational Rehabilitation, and utilize print media ads in newspapers and professional trade journals.
- b. The Personnel Department will enhance outreach efforts that target White male applicants in the Protective Service: Sworn and Administrative Support job categories (e.g. presence at trade associations and job fairs).
- c. Post a print copy of the job listings in the Personnel Department office and the public libraries.
- d. The Personnel Department website will provide a link for E-notification. This program allows individuals to sign up to be notified via e-mail when a position they are interested in comes open.

2. To encourage White females to apply for vacancies in the Technicians, Protective Services: Non Sworn, Skilled Craft, and Service/Maintenance job categories.

- a. The Personnel Department will enhance outreach efforts that target White female applicants in the Technicians, Protective Services: Non Sworn, Skilled Craft, and Service/Maintenance job categories (e.g. presence at trade associations and job fairs).
- b. Contact area universities and the Southeast Community College Placement Office; post job openings on the Lancaster County Website www.lancaster.ne.gov on a weekly basis; utilize an on-line job application; post Job Descriptions on the County website; contact Workforce Development; contact organizations such as community centers and churches representing protected group members; contact Vocational Rehabilitation, and utilize print media ads in newspapers and professional trade journals.
- c. Post a print copy of the job listings in the Personnel Department office and the public libraries.
- d. The Personnel Department website will provide a line for E-notification. This program allows individuals to sign up to be notified via e-mail when a position they are interested in comes open.

Step 7a: Internal Dissemination

1. The County Departments will provide a copy of the EEOP Short Form for all new employees.
2. The County's Personnel Department will post a copy of the EEOP Short Form on its public website that can be accessed and downloaded by the public.

3. At each County Department, the County Personnel Department will post a written notice on the bulletin board that employees regularly check, providing information on how employees can obtain a copy of the EEOP Short Form.
4. The County's Personnel Department will provide information on the Equal Opportunity Policies at New Employee Orientation.

Step 7b: External Dissemination

1. The County's Personnel Department will include a written statement in all job announcements and other communications with prospective employees to notify them that they may obtain a copy of the EEOP Short Form on request.
2. The County's Personnel Department will post on the County's public website a copy of the EEOP Short Form that any user may access and download.

Utilization Analysis Chart
Relevant Labor Market: Lancaster County, Nebraska

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	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Officials/Administrators														
Workforce #/%	37/55%	0/0%	0/0%	0/0%	1/1%	0/0%	1/1%	28/42%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	11,230/57%	135/1%	165/1%	10/0%	130/1%	0/0%	20/0%	7,785/39%	105/1%	115/1%	30/0%	85/0%	10/0%	15/0%
Utilization #/%	-1%	-1%	-1%	-0%	1%	0%	1%	3%	-1%	-1%	-0%	-0%	-0%	-0%
Professionals														
Workforce #/%	69/46%	1/1%	1/1%	0/0%	0/0%	0/0%	0/0%	78/52%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	12,745/44%	190/1%	180/1%	15/0%	545/2%	25/0%	15/0%	14,655/50%	225/1%	160/1%	60/0%	385/1%	0/0%	10/0%
Utilization #/%	3%	0%	0%	-0%	-2%	-0%	-0%	2%	-1%	-1%	-0%	-1%	0%	-0%
Technicians														
Workforce #/%	33/60%	0/0%	1/2%	0/0%	0/0%	0/0%	0/0%	18/33%	0/0%	1/2%	0/0%	1/2%	0/0%	1/2%
CLS #/%	1,695/42%	50/1%	40/1%	0/0%	30/1%	0/0%	20/0%	2,085/51%	45/1%	55/1%	4/0%	50/1%	4/0%	4/0%
Utilization #/%	18%	-1%	1%	0%	-1%	0%	-0%	-18%	-1%	0%	-0%	1%	-0%	2%
Protective Services: Sworn														
Workforce #/%	105/61%	8/5%	5/3%	0/0%	2/1%	0/0%	5/3%	44/26%	0/0%	1/1%	0/0%	0/0%	0/0%	1/1%
CLS #/%	1,690/75%	70/3%	55/2%	30/1%	4/0%	0/0%	4/0%	360/16%	15/1%	20/1%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-14%	2%	0%	-1%	1%	0%	3%	10%	-1%	-0%	0%	0%	0%	1%
Protective Services: Non-sworn														
Workforce #/%	31/44%	3/4%	6/8%	2/3%	0/0%	0/0%	5/7%	18/25%	2/3%	2/3%	0/0%	1/1%	0/0%	1/1%
Civilian Labor Force #/%	65/46%	15/11%	0/0%	0/0%	0/0%	0/0%	0/0%	60/43%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-3%	-6%	8%	3%	0%	0%	7%	-18%	3%	3%	0%	1%	0%	1%
Administrative Support														
Workforce #/%	29/13%	0/0%	2/1%	0/0%	0/0%	0/0%	0/0%	180/78%	5/2%	7/3%	1/0%	3/1%	0/0%	4/2%
CLS #/%	10,510/29%	305/1%	370/1%	30/0%	105/0%	15/0%	55/0%	23,530/65%	550/2%	425/1%	55/0%	255/1%	35/0%	125/0%
Utilization #/%	-16%	-1%	-0%	-0%	-0%	-0%	-0%	13%	1%	2%	0%	1%	-0%	1%

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	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Skilled Craft														
Workforce #/%	61/95%	1/2%	2/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	11,115/85%	425/3%	180/1%	70/1%	165/1%	0/0%	90/1%	815/6%	49/0%	25/0%	4/0%	125/1%	0/0%	0/0%
Utilization #/%	10%	-2%	2%	-1%	-1%	0%	-1%	-6%	-0%	-0%	-0%	-1%	0%	0%
Service/Maintenance														
Workforce #/%	52/75%	0/0%	0/0%	1/1%	2/3%	0/0%	3/4%	7/10%	0/0%	2/3%	0/0%	2/3%	0/0%	0/0%
CLS #/%	19,220/50%	1,015/3%	790/2%	150/0%	805/2%	40/0%	195/1%	14,175/37%	730/2%	445/1%	145/0%	685/2%	15/0%	45/0%
Utilization #/%	25%	-3%	-2%	1%	1%	-0%	4%	-27%	-2%	2%	-0%	1%	-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	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Technicians								✓						
Protective Services: Sworn	✓							✓						
Protective Services: Non-sworn														
Administrative Support	✓													
Skilled Craft								✓						
Service/Maintenance								✓						

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 Short Form.

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

Deb Scharr Board Chair 7/19/11
[signature] [title] [date]