

EEO Utilization Report

Organization Information

Name: City Of Killeen Police Department

City: Killeen

State: TX

Zip: 76542

Type: County/Municipal Law Enforcement

Step 1: Introductory Information

Policy Statement:

It is the policy of the Killeen Police Department that no qualified applicant shall knowingly be discriminated against with regards to recruitment, selection, appointment, training, promotion, retention, discipline or other aspects of employment because of race, color, national origin, creed, religion, sex, age, physical or mental disability, sexual orientation, or marital status in accordance with federal, state and local statutes and laws. Additionally, the department will not discriminate in employment decisions based on an individual's AIDS, AIDS Related Complex, or HIV status nor will it discriminate against individuals who are perceived to be at risk of HIV infection or who associate with individuals who are believed to be at risk.

Step 4b: Narrative of Interpretation

The Killeen Police Department is committed to fielding a diverse workforce. This is important because employees with diverse backgrounds bring different experiences and talents that strengthen the organization and better prepare it for the modern world.

Upon review of the Utilization Analysis Chart, we have made the following observations:

White, Hispanic and African American females are underutilized groups within the sworn patrol officer ranks at -14%,-12% and -13% respectively.

Black males are similarly under-represented in the supervisory ranks at -12%.

White Males in Administrative Support positions are also underutilized at -13%.

Historically, law enforcement has been a male-dominated profession. Many departments have struggled to recruit qualified female applicants and we are no exception. There is an ongoing recruiting problem nationwide. Some departments have referred to it as a recruiting crisis. There have been several recent high-profile and controversial police actions involving minorities that received major media attention. There have also been a significant upswing in violence against police officers. We believe that these issues have had a marked negative influence on our recruiting efforts, but have particularly exacerbated the problem as it relates to female and minority recruits. Despite using minority females in recruiting efforts, videos and public service announcements, we continue to struggle. We are committed to pressing forward in this regard.

See attachment for continuation.

Following File has been uploaded:2017 EEOP Step 4b Attachment.pdf

Step 5: Objectives and Steps

1. Identify ways to attract and recruit White, Hispanic and African American female candidates for the position of police officer.

- a. The Killeen Police Department's Personnel and Training Unit is currently working to update recruiting material in the form of flyers, posters, social media and video. They will feature female officers of various races and ethnic backgrounds to attract potential female recruits. By using female officers with diverse backgrounds, we hope to be able to attract more recruit candidates from those groups. We plan to continually review our efforts.
- b. The Killeen Police Department will attempt to recruit female officers by using existing female officers for face-to-face recruiting efforts at job fairs and similar events. It is thought that female recruiting officers may be more approachable by female recruit candidates.
- c. The Killeen Police Department will continue to recruit at local colleges including Central Texas College and Texas A&M University-Central Texas as well as Temple College in Temple, Texas. Although there are no historically minority institutions nearby, there are some within the state, such as Prairie View A&M near Houston. Past attempts to recruit there were not successful due to competition from local agencies in the Houston area. We will consider renewing our recruiting effort from this institution and others.
- d. The Killeen Police Department has a strong relationship with local community organizations such as The NAACP, The League of United Latin American Citizens (LULAC) and the Korean-American Society. We will leverage our relationship with these groups to spread our recruiting message to a wider minority audience.
- e. The Killeen Police Department posts vacancies through several different means in an effort to cast a wide net. Vacancies are posted in local newspapers, city and department websites, various social media sites, the statewide jobs board hosted by the Texas Commission on Law Enforcement (TCOLE.) We continue to advertise on local radio stations including the local hip-hop station, KIIZ, which boasts a large minority audience.
- f. The Killeen Police Department will survey female officers to determine what attracted them to the position and ask for their input regarding outreach to potential applicants. Their insight could prove invaluable in developing new and innovative ways to reach the female audience.

2. Ensure that our promotional system is unbiased so that African American males are represented in the supervisory ranks.

- a. The Killeen Police Department has already taken notice that African American Males are under represented in supervisory positions. We are a Civil Service agency and promotions within our organization are dependent upon a written Civil-Service promotional exam. Earlier this year, we examined our promotional exam source material and updated it with new information as recommended by a new test vendor. We have yet to have a promotional exam based on the updated material. Based on anticipated retirements within the next few months, we will begin the promotional process and be able to determine the effectiveness of our efforts.
- b. In addition to updating promotional material, we recently changed our test writing vendor. Upcoming promotional exams will give us the opportunity to review our efforts to ensure a fair promotional process.
- c. Promotional opportunities within the Killeen Police Department are posted conspicuously on bulletin boards in police facilities. Further, promotional exam notices are electronically delivered via our document management system to all eligible employees to ensure all who wish to test for the position are notified of the opportunity.

Step 6: Internal Dissemination

1. Disseminate electronic copies of the EEO Utilization Report to all employees through the department's document management software, PowerDMS. All employees have access to PowerDMS and are required to check it regularly and digitally sign for documents.
2. Place an electronic copy of the EEO Utilization Report on the department's internal Share Point website.
3. Place hard copies of the EEO Utilization Report in the departments Human Resources and Chief of Staff offices to be reviewed upon request.
4. Place a notice on bulletin boards throughout the facility that an electronic copy of the EEO Utilization Report is available by email.

Step 7: External Dissemination

1. Post an electronic copy of the EEO Utilization Report on on the department's public website: www.killeenpd.com.
2. Distribute a hard copy to the Human Resources department at City Hall.
3. Notify job applicants that the department has developed an EEO Utilization Report and that it is available upon request.
4. Place a notice on public bulletin boards within the facility that the EEO Utilization Report is available upon request.
4. Notify vendors and contractors with whom the Killeen PD does business that the EEO Utilization report is available upon request.

Utilization Analysis Chart
Relevant Labor Market: Bell County, Texas

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 #/%	2/40%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/20%	1/20%	1/20%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	5,010/40%	565/5%	605/5%	10/0%	135/1%	0/0%	30/0%	35/0%	3,890/31%	720/6%	905/7%	0/0%	295/2%	0/0%	80/1%	100/1%
Utilization #/%	-0%	-5%	-5%	-0%	-1%	0%	-0%	-0%	-11%	14%	13%	0%	-2%	0%	-1%	-1%
Professionals																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	5,645/28%	820/4%	880/4%	25/0%	290/1%	0/0%	70/0%	0/0%	8,535/42%	1,360/7%	1,865/9%	20/0%	300/1%	75/0%	195/1%	135/1%
Utilization #/%	-28%	-4%	-4%	-0%	-1%	0%	-0%	0%	58%	-7%	-9%	-0%	-1%	-0%	-1%	-1%
Technicians																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,075/24%	295/7%	395/9%	45/1%	10/0%	90/2%	10/0%	0/0%	1,385/31%	390/9%	585/13%	0/0%	25/1%	0/0%	50/1%	70/2%
Utilization #/%	-24%	-7%	-9%	-1%	-0%	-2%	-0%	0%	69%	-9%	-13%	0%	-1%	0%	-1%	-2%
Protective Services: Sworn-Officials																
Workforce #/%	28/68%	3/7%	3/7%	0/0%	1/2%	0/0%	0/0%	0/0%	1/2%	1/2%	3/7%	0/0%	1/2%	0/0%	0/0%	0/0%
CLS #/%	1,405/44%	375/12%	620/19%	10/0%	4/0%	0/0%	60/2%	70/2%	380/12%	130/4%	120/4%	0/0%	0/0%	0/0%	10/0%	0/0%
Utilization #/%	24%	-4%	-12%	-0%	2%	0%	-2%	-2%	-9%	-2%	4%	0%	2%	0%	-0%	0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	125/54%	21/9%	33/14%	0/0%	9/4%	2/1%	0/0%	0/0%	30/13%	4/2%	4/2%	1/0%	4/2%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	3,755/19%	1,595/8%	1,780/9%	4/0%	160/1%	45/0%	95/0%	45/0%	5,270/27%	2,680/14%	2,865/15%	50/0%	310/2%	30/0%	435/2%	149/1%
Utilization #/%	34%	1%	5%	-0%	3%	1%	-0%	-0%	-14%	-12%	-13%	0%	0%	-0%	-2%	-1%
Protective Services: Non-sworn																

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
Workforce #/%	5/25%	3/15%	1/5%	0/0%	0/0%	0/0%	0/0%	0/0%	3/15%	4/20%	4/20%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	80/46%	10/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	55/32%	19/11%	0/0%	0/0%	0/0%	0/0%	10/6%	0/0%
Utilization #/%	-21%	9%	5%	0%	0%	0%	0%	0%	-17%	9%	20%	0%	0%	0%	-6%	0%
Administrative Support																
Workforce #/%	2/5%	1/3%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	17/45%	7/18%	6/16%	0/0%	4/11%	0/0%	0/0%	0/0%
CLS #/%	6,120/18%	1,950/6%	2,340/7%	55/0%	385/1%	40/0%	195/1%	70/0%	12,885/39%	3,705/11%	4,355/13%	55/0%	615/2%	90/0%	300/1%	125/0%
Utilization #/%	-13%	-3%	-4%	-0%	-1%	-0%	-1%	-0%	6%	7%	3%	-0%	9%	-0%	-1%	-0%
Skilled Craft																
Workforce #/%	4/36%	0/0%	2/18%	0/0%	1/9%	1/9%	0/0%	0/0%	0/0%	1/9%	2/18%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	6,945/58%	2,880/24%	1,040/9%	60/1%	105/1%	4/0%	165/1%	35/0%	290/2%	180/2%	55/0%	10/0%	65/1%	25/0%	20/0%	0/0%
Utilization #/%	-22%	-24%	9%	-1%	8%	9%	-1%	-0%	-2%	8%	18%	-0%	-1%	-0%	-0%	0%
Service/Maintenance																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	8,620/24%	5,285/15%	4,505/13%	40/0%	500/1%	245/1%	285/1%	120/0%	6,930/20%	3,665/10%	3,675/10%	115/0%	795/2%	220/1%	390/1%	110/0%
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
Protective Services: Sworn-Patrol Officers									✓	✓	✓				✓	
Administrative Support	✓															

Law Enforcement Category Rank 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
Chief of Police																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Assistant Chief of Police																
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%
Captain (Commander)																
Workforce #/%	4/80%	0/0%	0/0%	0/20%	1/20%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Lieutenant																
Workforce #/%	6/60%	0/0%	3/30%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/10%	0/0%	0/0%	0/0%
Sergeant																
Workforce #/%	17/71%	3/12%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/4%	3/12%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	125/54%	21/9%	33/14%	0/4%	9/4%	2/1%	0/0%	0/0%	30/13%	4/2%	4/2%	1/0%	4/2%	0/0%	0/0%	0/0%

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: Alex Gearhart

Chief of Staff

03-24-2017

[signature]

[title]

[date]

Attachment

EEO Utilization Report

Organization Information

Name: City Of Killeen Police Department

City: Killeen

State: TX

Zip: 76542

Type: County/Municipal Law Enforcement

Step 4b: Narrative Underutilization Analysis

The Killeen Police Department is committed to fielding a diverse workforce. This is important because employees with diverse backgrounds bring different experiences and talents that strengthen the organization and better prepare it for the modern world.

Upon review of the Utilization Analysis Chart, we have made the following observations:

White, Hispanic and African American females are underutilized groups within the sworn patrol officer ranks at -14%,-12% and -13% respectively.

Black males are similarly under-represented in the supervisory ranks at -12%.

White Males in Administrative Support positions are also underutilized at -13%.

Historically, law enforcement has been a male-dominated profession. Many departments have struggled to recruit qualified female applicants and we are no exception. There is an ongoing recruiting problem nationwide. Some departments have referred to it as a "recruiting crisis." There have been several recent high-profile and controversial police actions involving minorities that received major media attention. There has also been a significant upswing in violence against police officers. We believe that these issues have had a marked negative influence on our recruiting efforts, but have particularly exacerbated the problem as it relates to female and minority recruits. Despite using minority females in recruiting efforts, videos and public service announcements, we continue to struggle. We are committed to pressing forward in this regard.

As a nationally accredited police department, we regularly review our recruiting performance with regard to diversity. We have taken note of the above under utilization of these groups. As a Civil Service agency, we have hiring and promotional protocols that are prescribed by state law and local rules. In an effort to better serve these groups, we have changed our entry-level testing as well as our promotional exam. It is too early to analyze how successful these efforts will be, but we remain optimistic as we are seeing a higher overall passing rate which means we have a larger pool of applicants from which to draw recruits.