

Additional 4B Information

The KDOC prorates in the appropriate CLF by position title/SOC for each Agency position, and this is what creates the variation between the Agency and EEOP data. The Agency data is necessary to assess under-utilization for specific hiring decisions as they related to jobs and job family lines of progression. Policy requires placement of any under-utilized candidates based upon that analysis if they represent the top choice for a position by the initial board. Specifically, unless appropriate justification is received, even the appointing authority cannot hold second interviews. As an example - If the Agency was hiring an attorney, they would need to compare where they were in relation to available people with the necessary credentials to be an attorney while the broader EEOP data would reflect based upon all the SOC's incorporated within the broader EEO Category.

- The EEOP data indicates under-utilization of Asian males in the Officials & Managers EEO Category.

While EEOP data indicates a slight under-representation in Asian males in this group, many of these positions promote from the inside and the Agency has procedures in place to assure fairness with regard to promotions, requiring a special written justification anytime a top ranked candidate is of a protected group but not the selected candidate. Data indicates that the under-utilization is most likely recruitment driven. The Agency will publicize this shortfall to its recruitment staff, so that they can seek out applicants of the underutilized group by encouraging members of the groups to apply and undertake recruitment based upon the EEOP figures as noted in item 5.

- The Agency has examined the EEOP data, which indicates that Asian males and females, and white females in the Professionals EEO category are under-represented.

Data suggests that women move out of security and counseling positions to other Agency positions, moving to positions where they are less likely to encounter violence from our primarily male offender population. They often promote to positions falling in the Officials & Managers category because many women choosing work in the corrections field have degrees or hours toward them. Often women represent the group that supervise many of the classifications found in this group. As example, Women, primarily white, make up over 43% of those found in the Unit Team supervisory group managing the corrections counselors. The Agency will continue to target recruitment efforts toward women in under-utilized areas and hiring data supports they apply and are hired at rates that exceed availability in most job families - Advancement out of some categories will likely continue to represent barriers to retention in other Agency categories.

While the under-utilization of Asians of both genders combined in this category is low, an under-utilization exists. Agency data suggests applicant flow to be at issue so the Agency will target efforts using methods similar to those outlined for Asians in the Officials & Managers category to address this shortfall and undertake recruitment based upon the EEOP figures as noted in item 5.

- An examination of the EEOP data indicates an under-utilization of Black females in the Officials & Managers Sworn Officer breakdown.

A data error exists due to an EEOP over-generalization in this group. The chart lists all sworn positions above entry, specifically using sergeant as the first example, to an Officials & Managers designation. While appropriate to separate the ranks to look for disparity, many of those positions are not Officials &

Managers. Agency data places regular sergeants in with other line staff, considers Staff Sergeants and Lieutenants first line supervisors (SOC 33-1011 - they have supervisory duties), and push only those to Officials & Managers (SOC 11-1021) when they achieve a position of broader responsibility, at a rank of Captain and above. It prorates availability based upon the applicable SOC code for each position within the Agency to allow for examination on a classification job-family lines of progression basis. Agency data indicates the actual shortfall lies within the entry or line staff sworn office group (SOC 33-1010).

Agency data shows this concern to be a result from a multitude of factors, including recruitment/selection and retention. Coding related separations did not supply everything that was needed because the facilities were using some different coding for the same activity, which will be more closely monitored by central office. Any loss of minorities of both genders will be reviewed individually going forward. Oftentimes entry level are recruited by word of mouth and the facilities will redouble efforts to encourage staff to refer qualified applicants. Three recent promotions of minority employees to critical high-level facility security positions should help to demonstrate the value that Agency's places on diversity and non-discriminatory practices to newer officers, and that may aid in retention and will further undertake recruitment based upon the EEO data as noted in item 5.

- The Agency has examined EEO data for the sworn officer EEO category which shows an underutilization of Hispanics of both genders and Asian and white females.

Agency data shows no under-utilization of Hispanic's of either gender, nor Asians in this group likely due to the over-generalization of data discussed elsewhere in this plan. White females are under-utilized and Agency data shows that females are selected into the Agency at rates above civilian labor force availability. Agency figures support that they often move out of these classifications as noted elsewhere in this plan, and the Agency anticipates that movement will likely continue to represent a barrier toward retention in the entry security classes but will undertake recruitment based upon the EEO data as noted in item 5.

- The Agency has reviewed the EEO data that indicates that Black males are under-utilized in the Administrative support EEO category.

The Agency hires the best qualified and has processes in place to review hiring decisions, when a member of an underutilized group is not placed, but is listed as a top choice of the interview board. Some of these positions are not opened because when officers and others can no longer perform essential functions due to an ADA covered event, these classifications often represent the only available classifications the Agency could reassign staff to, as an accommodation of last resort. When positions are opened, data indicates that a lack of applicants is likely at issue and word of mouth can be a better utilized to help fill these positions. The Agency will encourage staff to refer interested applicants for these positions and undertake recruitment efforts as noted under item 5. As a note, Agency data indicates that the largest under-utilization in this EEO Group involves white males, which it will attempt to address in the same manner.

- The Agency has reviewed the data that notes an underutilization of Hispanic males and white females in the Skilled Craft EEO category and white females in the Service Maintenance category.

The classifications and pay rates represented in both of these EEO categories make recruitment and retention an ongoing issue. The Agency recently moved some of the positions listed under these EEO categories out of the classified service to allow greater salary flexibility to obtain a better applicant pool. Often these positions require a license or oversee an inmate workforce; also a concern for some applicants. The Agency goes for long periods with posted openings. Even in small towns, classifications like mechanics and facilities maintenance staff can make more money privately or as a contractor. Our current hiring data shows the positions are often filled by people who have retired from the private sector but desire to maintain paid insurance. People will seldom commute far for the pay represented by these positions. The Agency will continue to monitor this to assess the impact of the unclassified service changes and undertake recruitment based upon the EEO figures as noted in item 5.

- The Agency needs to improve monitoring of its sub-recipients and their internal EEO Programs.

The Agency has always included contract language that passes-on the non-discrimination requirements to its sub-recipients. The Agency will undertake efforts to maintain data to demonstrate that any sub-recipients are adhering to the EEO requirements going forward by collecting, reviewing and retaining copies of their non-discrimination submissions.