



SunLine Transit Agency  
July 22, 2020  
10:45 a.m. – 11:10 a.m.

## AGENDA

### BOARD OPERATIONS COMMITTEE Regular Meeting

\*\*\*\*\*

### VIA VIDEOCONFERENCE

Pursuant to California Governor Newsom's Executive Orders N-25-20 issued on March 4, 2020 and N-29-20 issued on March 18, 2020, the Board Operations Committee meeting will be conducted remotely through Zoom. Please follow the instructions below to join the meeting remotely.

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For members of the public wishing to submit comment in connection with the Strategic Planning & Operational Committee Meeting: all public comment requests need to be submitted via email to the Clerk of the Board at [clerkoftheboard@sunline.org](mailto:clerkoftheboard@sunline.org) prior to July 21, 2020 at 5:00 p.m. with your name, telephone number and subject of your public comment (agenda item or non-agenda item). Members of the public may make public comments through their telephone or Zoom connection when recognized by the Chair. If you send written comments, your comments will be made part of the official record of the proceedings and read into the record.

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**ITEM**

**RECOMMENDATION**

In compliance with the Brown Act and Government Code Section 54957.5, agenda materials distributed 72 hours prior to the meeting, which are public records relating to open session agenda items, will be available for inspection by members of the public prior to the meeting at SunLine Transit Agency's Administration Building, 32505 Harry Oliver Trail, Thousand Palms, CA 92276 and on the Agency's website, www.sunline.org.

In compliance with the Americans with Disabilities Act, Government Code Section 54954.2, and the Federal Transit Administration Title VI, please contact the Clerk of the Board at (760) 343-3456 if special assistance is needed to participate in a Board meeting, including accessibility and translation services. Notification of at least 48 hours prior to the meeting time will assist staff in assuring reasonable arrangements can be made to provide assistance at the meeting.

**ITEM**

**RECOMMENDATION**

**1. CALL TO ORDER**

**2. FLAG SALUTE**

**3. ROLL CALL**

**4. PRESENTATIONS**

**5. FINALIZATION OF AGENDA**

**6. PUBLIC COMMENTS**

**RECEIVE COMMENTS**

**NON AGENDA ITEMS**

Members of the public may address the Committee regarding any item within the subject matter jurisdiction of the Committee; however, no action may be taken on off-agenda items unless authorized. Comments shall be limited to matters not listed on the agenda. Members of the public may comment on any matter listed on the agenda at the time that the Board considers that matter. Comments may be limited to 3 minutes in length.

**7. COMMITTEE MEMBER COMMENTS**

**RECEIVE COMMENTS**

**8. EQUAL EMPLOYMENT OPPORTUNITY &  
AFFIRMATIVE ACTION PROGRAM STATEMENT  
APPROVAL PURSUANT TO TITLE VII OF THE CIVIL  
RIGHTS ACT OF 1964 AND THE FEDERAL TRANSIT  
ADMINISTRATION'S CIRCULAR 4704.1A**

**APPROVE  
(PAGE 4-106)**

(Staff: Tina Hamel, DBELO/EEO/Compliance/Eligibility Officer)

**ITEM**

**RECOMMENDATION**

- 9. **REVISED FINANCIAL AUDIT ROTATION POLICY  
NO. B-060118**  
(Staff: Luis Garcia, Chief Financial Officer)
  
- 10. **EX-OFFICIO MEMBERSHIP**  
(Staff: Brittney B. Sowell, Chief of Public Affairs/  
Clerk of the Board and Eric Vail, General Counsel)
  
- 11. **ADJOURN**

**APPROVE**  
(PAGE 107-109)

**DISCUSSION**  
(PAGE 110)

**SunLine Transit Agency**

**DATE:** July 22, 2020 **ACTION**

**TO:** Board Operations Committee  
Board of Directors

**FROM:** Tina Hamel, DBELO/EEO/Compliance/Eligibility Officer

**RE:** Equal Employment Opportunity & Affirmative Action Program  
Statement Approval Pursuant to Title VII of the Civil Rights Act of  
1964 and the Federal Transit Administration's Circular 4704.1A

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**Recommendation**

Recommend that the Board of Directors approve SunLine's Equal Employment Opportunity & Affirmative Action Program and authorize the CEO/General Manager to sign and implement the program.

**Background**

SunLine Transit Agency has an established Equal Employment Opportunity & Affirmative Action (EEO/AA) Program pursuant to Title VII of the Civil Rights Act of 1964; Title 49, Chapter 53, Section 5332 of the United States Code; and the Federal Transit Administration's (FTA) Circular 4704.1A "Equal Employment Opportunity (EEO) Requirements and Guidelines for Federal Transit Administration Recipients," dated April 20, 2017.

SunLine must issue a signed and dated policy statement that expresses SunLine's commitment to its EEO/AA Program, state its objectives and outline responsibilities for its implementation. SunLine must circulate the statement throughout the organization.

SunLine is a recipient of federal funds and is required to submit an updated plan to the FTA every four (4) years. This document updates our program to reflect any census and operating changes that have occurred since the previous program that was submitted and approved by the FTA. It provides employment data by departments, job categories, gender, race and salary. It also identifies areas of underutilization and establishes goals to improve the recruitment of females and minorities. Staff is asking that the Board of Directors approve the policy statement and affirm its support of EEO/AA by approving this program.

**Financial Impact**

No fiscal impact.



**EQUAL EMPLOYMENT OPPORTUNITY  
&  
AFFIRMATIVE ACTION PROGRAM**

**July 2020**

**32-505 Harry Oliver Trail  
Thousand Palms, CA 92276**

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# Introduction

SunLine Transit Agency (SunLine) was formed as a Joint Powers Authority in July 1977 by Riverside County and the cities of the Coachella Valley to operate a public transit system within the eastern portion of Riverside County. As the valley matured and grew, each of the cities joined the JPA until finally, all nine were members. The current members are Desert Hot Springs, Palm Springs, Cathedral City, Rancho Mirage, Palm Desert, Indian Wells, La Quinta, Indio, Coachella and Riverside County.

SunLine is governed by a Board of Directors representing each of the ten entities. The County's representative is a member of the Board of Supervisors, and each city has its mayor or a member of its city council serve as its representative.

SunLine also operates the SunDial dial-a-ride system for persons with disabilities. SunLine's primary fixed route system operates 19 hours every day of the year with the exception of Thanksgiving and Christmas. Bargaining unit employees (motor coach operators, paratransit operators, mechanics and facility maintainers) are represented by the Amalgamated Transit Union, Local 1277.

As of June 2019, SunLine employed 370 persons. SunLine is a proud supporter of Equal Employment Opportunity and Affirmative Action (EEO/AA). Our statement of policy and affirmative action goals reflect SunLine's commitment to maintain a diversified and motivated workforce.

# Equal Employment Opportunity: Policy Statement

SunLine Transit Agency is committed to equal employment opportunity. This commitment starts with the Board of Directors, which supports a results-oriented program aimed at achieving equal employment opportunity throughout all organizational levels at SunLine. The mission of SunLine is “To provide safe and environmentally conscious public transportation services and alternative fuel solutions to meet the mobility needs of the Coachella Valley.” Fundamental to SunLine’s mission is our obligation to honor the diversity of our workforce and ensure all employees are treated with dignity and respect.

SunLine is committed to the principle of equal employment opportunity for all employees and to providing employees with a work environment free of discrimination and harassment. All employment decisions at SunLine are based on business needs, job requirements and individual qualifications, without regard to race, color, religion, sex, disability, age, national origin, ancestry, genetic information, gender, gender identity, gender expression, marital status, medical condition, national origin, sexual orientation, victim of domestic violence, sexual assault, or stalking, protected veteran status, or any other legally protected status. This policy applies to all terms and conditions of employment, including, but not limited to, hiring, placement, promotion, disciplinary actions, termination, layoff, recall, transfer, leaves of absence, compensation and training. Any applicant or employee who believes they have been discriminated or harassed has the right to file a complaint alleging such with the appropriate official.

SunLine will not tolerate discrimination or harassment based on any of the listed characteristics. Every employee has an obligation to ensure the work place is free of discrimination and harassment. Any employee, who has knowledge of or witnesses, discrimination or harassment must report it to their supervisor, manager, or EEO Officer. Additionally, SunLine expects its contractors to embrace the principles of EEO and to provide workplaces free of discrimination and harassment.

Equal opportunity can best be achieved through programmed recruitments and personnel practices aligned with Title VII and the Agency’s Affirmative Action Plans. Continued efforts to achieve and sustain equal employment opportunities for every employee and applicant requires participation from all levels throughout the Agency, especially at the management and supervisory levels. SunLine will remain proactive in ensuring compliance with its Affirmative Action Plan.

SunLine employees are critical in promoting SunLine as an employer of choice. All current employees of SunLine are requested to encourage qualified disabled persons, minorities, women, special disabled veterans, and Vietnam Era veterans to apply for employment.

SunLine prohibits retaliation against anyone through harassment, intimidation, threats, coercion, or discrimination because they have engaged or may engage in filing a complaint, assisting in a review, investigation, or hearing or have otherwise sought to obtain their legal rights to any

federal, state or local law regarding EEO, Title VII for qualified individuals with disabilities, or qualified protected veterans.

Our employees have a right to work in an environment free from discrimination and it is the responsibility of every manager and supervisor to assure that a non-discriminatory environment exists. All department heads, managers and supervisors are assigned specific tasks in relation to SunLine’s EEO/AA plan and understand that their work performance will be evaluated on the basis of the compliance with and support of the EEO/AA policies and practices, among other Agency policies.

The assignment of the operational task and accountability for implementing the EEO/AA programs is the responsibility of the Compliance Officer. To ensure day-to-day management, including program preparation, monitoring, and complaint investigation, I have appointed Tina Hamel, DBELO/EE0/Compliance/Eligibility Officer. She can be reached at (760) 343-3456 Ext. 1445 or via email at [thamel@sunline.org](mailto:thamel@sunline.org). Ms. Hamel reports directly to me regarding EEO issues and acts with my authority with all levels of management, labor unions, and employees. All applicants and employees have a right to file complaints alleging discrimination with their direct supervisor, manager, department head or the Compliance Officer. In addition, our expectation is that all employees will lend their active support to EEO principles and practices.

The successful achievement of SunLine’s EEO/AA program goals will benefit all employees by creating a more diverse working environment.

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Lauren L. Skiver  
CEO/General Manager  
SunLine Transit Agency

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Date

# General Objectives

The general objectives of this Equal Employment Opportunity/Affirmative Action Program are to achieve and maintain employment levels for members of protected classes within the various job group categories throughout the organization in proportion to their availability in the local labor market. This will be achieved through targeted recruitments, increased hiring, promotion and training of qualified applicants and employees in these protected classes.

In order to achieve a work place that reflects the demographics of the communities served, SunLine will do the following:

- Evaluate personnel transactions and enforce the use of objective employment practices to ensure that members of these protected classes are not adversely impacted.
- Assign responsibility and accountability for Affirmative Action progress. The most crucial parts for the policy implementation are at the department heads, manager and supervisory levels where decisions affecting hiring, assignments, training, promotions, compensation and disciplinary actions are made.
- Provide training on personnel policies and fair employment practices to department heads, managers and supervisors to increase awareness and acceptance of race/cultural, sex and disability differences among employees and prohibiting unlawful harassment of employees in the workplace.
- Advertise and target recruitments to these populations that are underrepresented at various levels of the organization.
- Ensure that employees of an underrepresented class are provided the opportunity to attend necessary training and/or given special projects or assignments to make them competitive for promotions.
- Partner with local schools, colleges and universities to target underrepresented groups within a job group category to provide internships and promote development within an occupational specialty.
- Ensure employee recognition and incentives for performance and contributions to SunLine are awarded fairly to all employees regardless of status.

# Designation of Responsibility

## A. Program Responsibility

The primary responsibility for the establishment of the EEO/Affirmative Action Program rests with SunLine's Board of Directors. They are charged to:

- Set policy and provide leadership necessary to achieve affirmative action goals.
- Express commitment to the goal of establishing work force parity with the community's qualified work force.

The Board of Directors designates the CEO/General Manager to express and carry out the responsibilities of the Board of Directors on a day-to-day basis.

## B. Agency Affirmative Action Officer

The assignment of the operational tasks and accountability for implementing the program as the EEO/Affirmative Action Officer is the responsibility of the Compliance Officer. The Compliance Officer shall have the responsibility to audit the requirements of the program and to:

- Establish and direct SunLine's EEO/AA Program to meet federal and state requirements and achieve utilization goals.
- Develop and reaffirm equal employment opportunity in all personnel actions taken by SunLine.
- Create a pro-active attitude among members of the management team for formal dissemination, both internal and external.
- Discuss equal opportunity at meetings with management staff members.
- Assure that management members understand their personal performance evaluations will reflect their performance as measured against the EEO/Affirmative Action Program.
- Develop the EEO/Affirmative Action Program and techniques for communication of policy. Provide training to all responsible personnel.
- Ensure the job-relatedness of all aspects of the personnel processes and concurs in all hires and promotions.

- Improve recruitment efforts to increase the number of qualified minority, women and disabled applicants.
- Inform all new employees of the EEO/Affirmative Action Program and Discrimination Complaint procedure. Assure that current legal information affecting affirmative action is disseminated to responsible officials.
- Investigate any discrimination complaint filed by employees and/ or applicants, and recommend appropriate remedies. Track all complaints, records of EEO inquiry and submits annual reports to that effect.
- Submits status reports concerning the program to the Board of Directors through the CEO/General Manager.
- Identify EEO/Affirmative Action problem area. Assist managerial and supervisory personnel in arriving at solutions to EEO/Affirmative Action problems and assists management in collecting and analyzing employment data. Design and implement audit and reporting systems which will:
  - Measure program effectiveness.
  - Identify areas requiring remedial action.
  - Determine degree to which goals and objectives have been attained.
- Serve as liaison between SunLine and relevant enforcement/reporting agencies and minority organizations as well as community action groups concerned with employment opportunities of minorities, women and the disabled.
- Assists in recruiting minority, persons with disabilities and women applicants and establish outreach sources for use by Human Resources.
- Assist in the identification of EEO/Affirmative Action problem areas and establishing of departmental goals and objectives.
- Become actively involved with local minority organizations, women's organizations, community action groups and community service programs.
- Perform periodic audits of training programs, hiring and promotion patterns to remove, as necessary, impediments to the attainment of SunLine's goals and objectives.

- Conduct regular discussions with supervisors and employees to be certain the EEO/Affirmative Action Policy is being followed.
- Conduct a review of the qualifications of all employees to ensure that minorities, women and persons with disabilities are given full opportunities for transfers and promotions
- Provide career counseling for all employees.
- Conduct periodic audits to ensure that:
  - Appropriate EEO/Affirmative Action posters are properly displayed.
  - All employee facilities are, in fact, desegregated, both in policy and use, and that locker rooms and restrooms are comparable for both sexes.
  - Minority, female and persons with disabilities are afforded a full opportunity and are encouraged to participate in all of SunLine’s sponsored educational, training, recreational, and social activities.
- Understand that their work performance is being evaluated on the basis of their EEO/Affirmative Action efforts and results, as well as other criteria.
- Take action to ensure acceptance by all employees of those placed through affirmative action efforts.
- Ensure that all interviews, offer of employment and/or wage commitments (equal pay regardless of race or sex) are consistent with the EEO guidelines.
- Participates in the review and/or investigation of complaints alleging discrimination.

**C. Responsibilities of Management**

All department heads, managers and supervisors are responsible to work with the EEO/Affirmative Action Officer to ensure the effectiveness of the affirmative action program include, but are not limited to, the following:

- Assisting in the identification of problem areas, formulating solutions, and establishing departmental goals and objectives when necessary.
- Reviewing the qualifications of all applicants and employees to ensure qualified individuals are treated in a nondiscriminatory manner when hiring, promotion, transfer, and termination actions occur.

- Reviewing the job performance of each employee to assess whether personnel actions are justified based on the employee's performance of his or her duties and responsibilities.

# Dissemination of Policy

A variety of means will be used to disseminate the program to employees, job applications, and the community. The EEO/Affirmative Action Officer is responsible to ensure that all of the following are accomplished:

## **A. Internal Dissemination**

The SunLine Board of Directors is committed to supporting the EEO/Affirmative Action Program as indicated in the “Policy Statement” section and the section to follow:

The following policy statement is included in the Employee Handbook, which is given to all employees at the time of hire:

*SunLine is an Equal Employment Opportunity/Affirmative Action employer and is committed to a policy of equal employment opportunity for applicants and employees. As an equal opportunity employer decisions made concerning employment with SunLine will not be based on race, sex, color, ancestry, national origin, alienage, gender, sexual orientation, religion, creed, age, marital status, family status, pregnancy, military status, veteran status, medical condition, disability, genetic information or any other legally protected status. Employment decisions will comply with all laws prohibiting discrimination. SunLine’s employment practices seek to place employees in the job that best suits their abilities, interests, and skills, as well as SunLine’s needs.*

SunLine recognizes the value of different cultures and their meaningful contributions to the development of our society.

The Harassment Policy is also disseminated to employees through the Employee Handbook, which is provided to all employees as a part of their orientation process. The Employee Handbook states:

*In keeping with our commitment to provide a work environment that is free of discrimination, SunLine strictly prohibits and will not tolerate harassment in any form, including sexual harassment and harassment based on race, color, religion, national origin, ancestry, age, medical condition, marital status, sexual orientation, disability, veteran status or genetics. Verbal, physical and visual conduct that create an intimidating, offensive or hostile working environment or that unreasonably interferes with job performance is also considered harassment.*

Our management policy prohibits any employee or management person from any conduct (acts, words, or suggestions), which could be interpreted as related to sexual suggestion or harassment.

Any employee who believes they have been harassed by a co-worker or supervisor should promptly report the facts of the incident or incidents and the names of the individuals involved (generally in writing) to their supervisor. The Human Resources Department receives and reviews all complaints. If the determination from the Human Resources Department that the particular complaints fall within the guidelines for further investigation regarding possible EEO/Affirmative Action violations, the EEO/Affirmative Action Officer will investigate all such claims, all complaints demand a file to be opened and are tracked through filing systems of the Compliance Office. The complete particulars and appropriate corrective action may be reviewed with the CEO/General Manager before it is implemented. While SunLine holds everyone accountable to adhere to the policy of non-discrimination and prohibition of harassment of any kind, supervisors, managers and department heads are held to even higher standard because of their position of authority.

The actions that may be taken against an offender are the same as for any other disciplinary action. They include an oral warning, written warning, suspension and/or discharge. In addition to any disciplinary action, the offender may also be ordered to participate in non-disciplinary programs such as the Employee Assistance Program.

The actions which may be taken for the victim include written apology, shielding from backlash or retaliation, retraction of improper adverse action, leave of absence or special counseling.

To ensure that all current employees are aware of job opportunities for promotion and/or transfer, SunLine uses a job posting system. All postings are placed on all SunLine bulletin boards and posted on SunLine's intranet page.

SunLine posts the required federal and state EEO posters on all SunLine bulletin boards.

Certain employees of SunLine are currently represented by the Amalgamated Transit Union (ATU). The Memorandum of Understanding (MOU) currently in existence between SunLine and the Union contains the following nondiscrimination provision in Article G-2, Section 1, paragraph 2:

*SunLine and the Union agree that they shall not discriminate against any employee because of race, color, sex, sexual orientation, age, national origin, political or religious opinions or affiliation or citizenship status. SunLine and the Union shall meet and confer on any provision of this Agreement for the purpose of complying with any final order of a Federal or State agency or court of competent jurisdiction requiring a modification or change in any provision or provisions of this Agreement in compliance with State or Federal anti-discrimination laws.*

#### **B. External Dissemination**

All recruiting sources are informed of SunLine's EEO/Affirmative Action Program both orally and in writing. These sources are requested to actively recruit minorities, women and persons with disabilities for all positions listed.

When employment advertisements are placed they are placed in minority as well as other news media. All advertisements will contain the footer, "An EEO/Affirmative Action Employer."

Appropriate minority and women's organizations, community agencies, community leaders, secondary school, and colleges are notified of SunLine's policy.

Prospective employees are informed of the existence of the EEO/Affirmative Action Program and such elements that will enable them to avail themselves of its benefits.

Written notification of this policy is sent to all contractors, sub-contractors, vendors and suppliers requesting appropriate action on their part.

# Utilization Analysis

The purpose of a utilization analysis is to identify those job categories where there is an underutilization and/or concentration of minorities and women in relation to their availability in the relevant labor market. The utilization analysis is also used to set placement goals for job groups that experienced underutilization.

SunLine's utilization analysis is comprised of three parts. These parts are:

- Examination of current workforce
- Availability analysis
- Utilization analysis with goals for next period

The current workforce analysis is based on SunLine's employment records as of April 2020. The appendices following this document are: "Job Group Analysis and Description", "Utilization Analysis by Job Category Chart", "Salary Analysis", "Employment Practices Charts", "Organizational Chart", and "EEO Concurrence Compliance Checklist".

Availability analysis was completed by analyzing the eight factors listed in the Federal Register Affirmative Action Program guidelines to arrive at the percent of females and minorities available in each job group. The latest census data available for Riverside County (the recruiting area for SunLine) was the source data. The eight factors are:

- Minority and female population in the applicable labor market area
- Minority and female unemployment force in the applicable labor market
- Percent of minority and female workforce as compared with the total workforce in the labor market area
- General availability of minorities and females having requisite skills in the labor market area
- The availability of minorities and females having requisite skills in an area in which SunLine can reasonably recruit; an expanded area may be utilized in some efforts
- The availability of promotable minorities and females in SunLine
- The existence of training institutions capable of training a person requisite skills
- The degree of training SunLine is reasonably able to undertake as a means of making all job classes available to minorities and females

# Goals and Timetables

In SunLine's last report the minority population was 76% and no job group category was underutilized. SunLine's current minority population is 80%.

Since our last reporting we have increased our minority population by 4%, but are currently showing an underutilization in our Service-Maintenance category for two female minority groups. The two groups showing an underutilization for our current reporting period are: Hispanic/Latino (female) and Asian (female).

Although we still have an underutilization of females; we are continuing to make strides to correct this area. In our previous evaluation, 26% of the workforce was female. Our total increased to 29% of the current workforce. Since our last reporting SunLine continues to meet its goals for females in the following categories: Officials and Administrators, Technicians, Protective Service, Para-Professionals, and Skilled Craft Workers. Females are underutilized in the following job group categories: Professionals, Administrative Support, and Service-Maintenance Workers.

We have and will continue to address this underutilization of females. In fact, SunLine has seen an increase in the number of females being hired since our last reporting period. The increase in females hired has ranged from 21% to 50% per fiscal year.

Goals for the period ahead are shown in Appendix B. The 80% rule of thumb or "Whole Person Rule" was followed in declaring underutilization and establishing goals when the actual employment of minorities or females is less than 80% of their availability. If the female/minority incumbency percent (%) is less than the female/minority availability percent (%) and the ratio of incumbency to availability is less than 80%, a goal was established.

In establishing placement goals, SunLine applied the following principles:

- Placement goals are not quotas that must be met, nor are they to be considered as either a ceiling or a floor for the employment of particular groups. The Placement goals are guideposts that may be used as a measure of SunLine's progress in remedying areas of underutilization in our workforce.
- In all employment decisions, SunLine makes selections in a nondiscriminatory manner. Placement goals do not provide a justification to extend a preference to any individual, select an individual, or adversely affect an individual's employment status, on the basis of that individual's race, color, religion, sex, age, disability, veteran status, or national origin.
- Placement goals do not create set-asides for specific groups, nor are they intended to achieve proportional representation or equal results.

- Placement goals are not used to supersede merit selection principles, nor do these placement goals require the Agency to hire a person who lacks qualifications to perform the job successfully or hire a less-qualified person in preference to a more-qualified one.

SunLine believes that through our good faith efforts to making all aspects of our EEO/AA programs work, we will achieve our placement goals. These placement goals are attainable with continued outreach and recruitment efforts targeted towards increasing a diverse pool of qualified applicants and with the implementation of action-oriented programs.

The Short Term Placement Goals have been established to address the more immediate actions needed over the next year to achieve our Long Term Placement Goals. Recruiting efforts will continue to concentrate on both females and minorities with an emphasis on those job groups where underutilization has occurred. Efforts will be increased to attract females from like positions from other public agencies. Searches will be made through trade publications and professional associations. SunLine will utilize female staff from our underutilized categories at job fairs to promote careers to females. The Agency will continue to develop internal female candidates.

SunLine provides a variety of training classes. Our training programs have expanded to include all departments of SunLine. Some topics include harassment, safety, alternative fuels training for mechanics, mentor training for operators and management development.

One training program that has been implemented is SunLine University. Classes are offered on property and instructors range from department heads and managers, to professors from College of the Desert, our local community college. Employees are encouraged to take classes to develop skills and to learn about other departments in which they may have an interest. We also offer external opportunities for growth with our Leadership Academy, Track 3B (SunLine University), participation in the Transit and Paratransit Management Certificate Program, and continuing to offer our Educational Reimbursement Program. These are some of the positive steps in our good faith efforts to contribute toward achieving our Affirmative Action goals.

SunLine's Long Term Goals are established to correct areas of female underutilization in the following EEO-4 Categories and are established for achievement in a four-year period:

- Increase female Professionals by 6 females
- Increase female Administrative Support by 9 females
- Increase female Service-Maintenance Workers by 48 females including
  - Hispanic/Latino females 21
  - Asian females 5

# Affirmative Action Program

A review of total operations has been made to identify any problem area where appropriate corrective action will be instituted.

**Underutilization** is referenced in Appendix B for analysis. Goals have been established to provide needed correction.

**Promotions and Transfers** are available to all employees through our job posting system. All qualified employees (meeting minimum qualifications) who request a transfer or who apply for an opening are included in the selection processes. In all cases, SunLine will select the most qualified candidate to fill a vacant position.

**Employment Application** is in compliance with all legal requirements and has been revised to incorporate the provisions of the Americans with Disabilities Act (ADA).

**Selection Criteria** are uniform for all applicants competing for a specific position. All qualified applicants are considered equally. Supervisors and those who make hiring decisions are aware of SunLine's goals and are actively involved in their achievement.

**Job Descriptions** are written to eliminate any unfair advantages. Related equivalent experience can be used to qualify in lieu of educational requirements. For example, if a position requires a bachelor's degree and one year experience, an applicant with five years related equivalent work experience would qualify. That is, four years of experience to equal the degree requirement and one year of additional experience.

**Testing** consists of a formal interview panel and for some classifications, there is a basic skills tests consisting of 52 questions.

**SunLine Sponsored Social Events and Special Programs** are held for all employees and all employees are encouraged to participate.

**All Facilities** of SunLine are integrated. This includes offices, lunchrooms, restrooms, and all employee areas.

**Seniority** practices are governed by the MOU and the Employee Handbook. These seniority provisions do not have a disparate impact on minority group status or sex, for length of service or type of job held.

**Management Support** of this policy is insisted upon by the Board of Directors and the CEO/General Manager of SunLine Transit Agency.

**Training** for career improvement is provided to employees on an as-needed basis (i.e. mechanic's training). This training is given to all employees in a job group with no disparity by minority group status or sex.

**Recruiting Area** is large enough to include several minority communities. Public and private transportation is available equally to minority, females, and persons with disabilities.

**Employee Attitude** toward Equal Employment Opportunity is good and monitored by the Human Resources Department through exit interview and casual contact with various employees throughout SunLine. All employees have access to the Human Resources Department and other administrative management at all times, either casually or by appointment.

**Technical Compliance** is achieved through the posting of all required notices on SunLine bulletin boards. Applications for employment are retained in accordance with federal guidelines. Notice of our commitment to Equal Employment Opportunity/Affirmative Action is transmitted externally and internally as discussed elsewhere in this document.

**SunLine Employee Handbook** includes a special procedure for the investigation of complaints of discrimination or harassment under the Equal Employment Policy and Harassment Policy. This special procedure is as follows:

*Employees who believe that they have been the subject of harassment, should contact (by phone, mail, or a visit) STA's representative for complaints or any STA supervisor or manager. The complaint should include details of the incident(s), names of individuals involved, and the names of any witnesses. Supervisors or managers must report any complaints received immediately to the EEO Officer.*

*Employees also have the option of contacting the California Department of Fair Employment and Housing (DFEH) at <http://www.dfeh.ca>. or the federal Equal Employment Opportunity Commission (EEOC), [www.eeoc.gov](http://www.eeoc.gov).*

The EEO Officer will cause an investigation to be conducted by personally investigating or assigning appropriate staff or an external investigator. Everyone involved in an investigation will be admonished prior to any interviews that the matters under investigation are serious; that the employee/applicant must be honest and forthright in their responses; that they are not to discuss the matter with anyone other than the investigator; that they are not to interfere with the investigation or destroy evidence; and that retaliation against anyone participating in the investigation is prohibited.

The investigation process will incorporate the following:

- The complainant will be interviewed to clarify specific details about the alleged act(s) based on his or her recollection – the “who, what, when, where and why” of the incident; any witnesses or others who have mentioned similar treatment. Additionally, the

complainant would have the opportunity to provide any documents or evidence to support the claim.

- The accused will be interviewed to learn specific details about the alleged act based on his or her recollection. This is an opportunity for the accused to provide a response to the allegations and identify any witnesses, documents or other evidence regarding the specific allegations. The accused must be advised that, if the allegations are founded, he or she will be subject to disciplinary action up to and including termination.
- Interview witnesses and other individuals who may have first-hand knowledge regarding the matter(s) under investigation.
- Review any documents or evidence that may be available that are relevant to determining the facts of the case, which may include, but are not limited to, emails, computer usage, and video tapes.
- Conduct follow up interviews with the complainant, the accused or witnesses as may be necessary.
- Determine timeline of events, determine facts based on evidence, collaboration of witness statements, and witness credibility. Once the facts are established, the investigator must make a finding and recommendation. A finding may be, substantiated, partially substantiated, inconclusive, or unfounded.
- The investigator makes the determination as to the findings of the discrimination or harassment. If the complaint is deemed substantiated or partially substantiated, the Compliance Officer will determine the appropriate action. The details and the decision response are to be reviewed with the General Manager/CEO before being implemented. The decision is final and binding.
- The Compliance Officer will issue the decision to the complainant in a meeting and in writing and advise the accused of the decision in the same manner. He or she will assure that any disciplinary action determined is promptly taken.
- The final step is to advise witnesses and/or supervisors of the outcome only to the extent they may need to know to bring closure to the investigation. In addition, efforts to monitor the situation to protect the complainant and other potential victims are implemented.

# Assessment of Employment Practices

SunLine has a policy to aggressively recruit the most qualified people to staff the agency. It affords equal opportunity for employment, selection, training, promotion, compensation and benefits to all persons without regard to race, color, age, sex, religion, national origin, marital status, disability, ancestry or any other protected class not related to the requirements of the work assignment.

The Human Resources Department shall be responsible for establishing recruitment and referral procedures and shall be responsible for all employment activity in SunLine.

SunLine actively seeks minorities and females for all employment opportunities. Recruitment orders and/or notices are distributed to various sources including, but not limited to, those agencies listed below:

**Riverside County Workforce Development Center**

44-199 Monroe Street

Indio, CA 92201

<https://rivcworkforce.com/Home> (includes website)

**College of The Desert**

43-500 Monterey Avenue

Palm Desert, CA 92260

**Transit Talent.com**

[www.transittalent.com](http://www.transittalent.com)

Newspaper advertising is normally placed in the Riverside Press-Enterprise and the Palm Springs Desert Sun. The Press-Enterprise is circulated in the high-minority communities located in eastern and western Riverside County.

The majority of applicants for positions below the professional and managerial level gain knowledge of openings through the state and county workforce development offices, newspaper advertisements, SunLine's website, [www.sunline.org](http://www.sunline.org), and through the various organizations receiving a recruitment notice. Other sources of applicants are walk-ins and friends and relatives of SunLine employees.

Professional and managerial applicants are usually the result of local, regional and national newspaper and industry journal advertising, national job boards or respondents to recruitment notices sent to the various transit properties and public agencies.

The statistical information to support applicant flow data is voluntarily completed by applicants. A personnel requisition assists in tracking not only the sources of communicating the opening,

but recording of applicants and source. In the period, March 2016 – April 2020, the applicant flow data evaluation shows that 35% of our applicants are female and 78% are minority. Female applicants increased from the previous report from 26% to 35%, an increase of 9%. Additionally, the number of minority applicants increased since the last report up 3% from 75% to the current 78%. This is a reflection of SunLine’s continuing efforts to recruit females and minorities.

Selection procedures commence with the completion of an agency employment application.

The Human Resources Department conducts the initial review of the applicant’s qualifications using a system specially designed to be relevant to the job specifications shown on the Personnel Requisition and contained in the job description. Those applicants meeting the minimum requirements will be referred for an interview with the hiring manager or supervisor.

Prior to the panel interview, the Human Resources Department verifies previous employment history with the applicant as well as the driving record (for positions requiring a Class B driver’s license, or which will involve driving company vehicles) and the DMV report is requested when the application is submitted.

Following the interview and subsequent testing (noted above), a review of all formal candidates with the hiring manager is conducted to select the most qualified applicants to participate in a panel interview.

Where interview panels are used, they shall include minority or female members wherever practical or applicable. Interview questions are pre-planned and all candidates will receive the same battery of questions. All questions are constructed in such a way as to assure that they are relevant to the job in question and in no way infringe on any individual privacy matters. In the event of any non-agency staff for a panel, the member will be given an orientation in proper interviewing techniques, including agency commitment to Equal Employment Opportunity/Affirmative Action guidelines prior to commencement of the interviews.

The applicants that complete the panel interview process are then considered for selection. If applicable, applicants for specified positions are given a written test of basic skills on a pass/fail basis. For positions that are represented by the union, Human Resources will review the terms and conditions of employment as agreed to in the Memorandum of Understanding. The best candidate is selected and a written conditional offer is made to the most qualified candidate. A formal, conditional offer is made that allows the agency to commence the required testing and background investigations.

The applications of finalists that are deemed eligible for hire will be filed for future consideration.

The results of all physical examinations required by SunLine prior to employment shall be used in confidence. No person outside of the Human Resources Department will be given specific results. However, any limitations or restrictions listed by the doctor will be discussed with the hiring news as part of an interactive process to determine any reasonable accommodations.

All new employees report to the Human Resources Department on their first day of employment for orientation. An orientation checklist is used to assure that all major areas of SunLine orientation, including special departmental procedures are covered. The employee, as well as the person(s) conducting the orientation, must sign the check list showing completion of each item. The completed checklist becomes a permanent part of the employee personnel file.

Seniority is not a part of any decision relation to promotions and transfers outside of the bargaining unit. Any matters within the bargaining unit which relate to seniority are contained in the MOU; such requirements have no disparate impact on any members of any protected class of employee. With the job posting system mentioned earlier, SunLine demonstrates its desire to fill job vacancies by promotion, transfer or qualified internal candidates whenever possible. The skills, attitudes and abilities demonstrated by past performance will be evaluated in considering internal candidates.

Compensation and benefits programs of SunLine are administered according to SunLine policy and requirements as set forth in the MOU for the bargaining unit personnel. These policies are applied uniformly and have no relationship to race, color, national origin or any other protected class. Some benefit levels and SunLine contributions toward benefits may vary in amount by employee groups: non-bargaining unit and bargaining unit personnel. The variation is the result of a negotiated labor agreement. Therefore, these benefits and contributions are governed by the Employee Handbook and MOU.

Termination and Disciplinary practices are established for all personnel through the Employee Handbook and for bargaining unit employees, the MOU. A probationary period applies to all employees either as new hires or for transfers and promotions. If an employee during the orientation period is performing in an unsatisfactory manner, and it is determined that the performance cannot improve, the employee will be released.

If an employee who has completed the orientation period performs in an unsatisfactory manner, the immediate supervisor will discuss the job performance with the employee. All employees are provided a period of time to improve performance deficiencies. The employee may be dismissed if no improvement is noted at the end of mutually agreed period of probation.

Discipline procedures are contained within SunLine's Employee Handbook for non-bargaining personnel and bargaining personnel are governed by the requirements of the MOU. All policies and procedures are progressive in nature and is administered without regard to any protected characteristics or classes.

The supervisor reviews the specific incident(s) with Human Resources prior to issuing the discipline that may result in loss of pay. This review has the purpose of assuring consistency in the application of policy and is a positive step toward the correction of the behavior. In the case of a disagreement between an employee and management all employees have access to the use of a grievance/complaint process which is set forth in the Employee Handbook and MOU of

SunLine. No supervisor or department head may summarily dismiss an employee who has completed the orientation period.

When all corrective procedures have been exhausted, the employee is handled through appropriate and legal due process.

# Internal Monitoring and Reporting Plan

In an effort to monitor goals and SunLine's commitment to Equal Employment/Affirmative Action, the Compliance Officer is responsible for submitting an annual summary of the progress made over the preceding 12 months to the General Manager/CEO. Assessments and any actions to provide correction will be determined and implemented. The evaluation process will highlight the policies and objectives that were accomplished. New objectives and timetables to remedy any deficiencies will be included in the report.

The Compliance Officer audits personnel activity on a monthly basis in order to measure the effectiveness of the Affirmative Action Program. The following actions are key to the auditing and reporting system:

- Monitoring of all personnel activity including: placements, transfers, promotions, terminations, and compensation at all levels to ensure nondiscrimination
- Requiring internal reporting on a scheduled basis as to the degree to which equal opportunity and organizational objectives are attained
- Review report results will all levels of management
- Advising top management of program effectiveness and submitting recommendations to improve unsatisfactory performance

# Appendix A

## Job Group Analysis and Description

# OFFICIALS AND ADMINISTRATORS

## JOB GROUP 1

Occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, or direct individual departments or special phases of the agency's operations, or provide specialized consultation on a regional, district or area basis. Includes: department heads, bureau chiefs, division chiefs, directors, deputy directors, controllers, wardens, superintendents, sheriffs, police and fire chiefs and inspectors, examiners (bank, hearing, motor vehicle, warehouse), inspectors (construction, building, safety, rent-and-housing, fire, A.B.C. Board, license, dairy, livestock, transportation), assessors, tax appraisers and investigators, coroners, farm managers, and kindred workers.

POSITION TITLES	ADVANCEMENT	ADVANCEMENT
<p>CEO/GENERAL MANAGER            CHIEF OF HUMAN RELATIONS            CHIEF FINANCIAL OFFICER            CHIEF TRANSPORTATION OFFICER            CHIEF MAINTENANCE OFFICER            CHIEF PERFORMANCE OFFICER            CHIEF SAFETY OFFICER/TAXI ADMIN.            CHIEF OF PUBLIC AFFAIRS &amp; CLERK OF THE BOARD            DEPUTY CHIEF FINANCIAL OFFICER            DEPUTY CHIEF OF TRANSPORTATION            DEPUTY CHIEF OPERATING OFFICER-MAINTENANCE            DEPUTY CHIEF SAFETY OFFICER/TAXI ADMINISTRATOR</p>	<p>CEO/GENERAL MANAGER            FEEDER POSITION(S):            CHIEF PERFORMANCE OFFICER            CHIEF OPERATIONS OFFICER            CHIEF FINANCIAL OFFICER</p> <p>CHIEF OF HUMAN RELATIONS            FEEDER POSITION(S):            HUMAN RESOURCES MANAGER</p>	<p>CHIEF PERFORMANCE OFFICER            FEEDER POSITION(S):            DEPUTY CPO/CAPITAL PROJECTS</p> <p>CHIEF SAFETY OFFICER            FEEDER POSITION(S):            DEPUTY CHIEF SAFETY OFFICER</p> <p>DEPUTY CHIEF FINANCIAL OFFICER            FEEDER POSITION(S):            ACCOUNTING MANAGER</p>
<p><b>SKILL SET</b></p> <p>POSITIONS ARE HIGH-LEVEL, HIGHLY SKILLED AND MAY REQUIRE EXTENSIVE SEARCH.</p> <p>EMPLOYEES ADVANCING FROM THE INTERNAL FEEDER POSITION WILL HAVE DEVELOPED THE SKILLS NECESSARY TO EXCEL IN THESE POSITIONS.</p>	<p>CHIEF FINANCIAL OFFICER            FEEDER POSITION(S):            DEPUTY CHIEF FINANCIAL OFFICER</p> <p>CHIEF OPERATING OFFICER            FEEDER POSITION(S):            DEPUTY COO SUPERINTENDENT OF TRANSPORTATION</p>	<p>DEPUTY CHIEF OPERATING OFFICER            FEEDER POSITION(S):            SUPERINTENDENT OF TRANSPORTATION</p> <p>DEPUTY CHIEF SAFETY OFFICER            FEEDER POSITION(S):            SENIOR SAFETY OFFICER</p>

# PROFESSIONALS

## JOB GROUP 2

Occupations which require specialized and theoretical knowledge which is usually acquired through college training or through work experience and other training which provides comparable knowledge. Includes: personnel and labor relations workers, social workers, doctors, psychologists, registered nurses, economists, dietitians, lawyers, systems analysts, accountants, engineers, employment and vocational rehabilitation counselors, teachers or instructors, police and fire captains and lieutenants, librarians, management analysts, airplane pilots and navigators, surveyors and mapping scientists, and kindred workers.

POSITION TITLES	ADVANCEMENT	ADVANCEMENT
<p>ACCOUNTING MANAGER                      ALTERNATIVE FUELS MANAGER                      HUMAN RESOURCES MANAGER                      SUPERINTENDENT OF TRANSPORTATION                      FACILITIES MAINTENANCE SUPERINTENDENT                      SUPERINTENDENT OF SAFETY &amp; TRAINING                      MATERIALS &amp; INVENTORY MANAGER                      PARATRANSIT OPERATIONS MANAGER                      TAXI ADMINISTRATOR                      TRANSIT PLANNING MANAGER                      COMPLIANCE OFFICER</p>	<p>ALTERNATIVE FUELS MANAGER                      FEEDER POSITION(S): ALTERNATIVE FUELS TECHNICIAN</p> <p>HUMAN RESOURCES MANAGER                      FEEDER POSITION(S): HUMAN RESOURCES TECH.</p> <p>FACILITIES MAINT. SUPERINTENDENT                      FEEDER POSITION(S): FACILITIES MAINTENANCE SUPERVISOR</p> <p>MATERIALS &amp; INVENTORY MANAGER                      FEEDER POSITION(S): MATERIALS &amp; INVENTORY TECHNICIAN</p> <p>PROCUREMENT MANAGER                      FEEDER POSITION(S): CONTRACTS ADMINISTRATOR</p> <p>ACCOUNTING MANAGER                      FEEDER POSITION(S): SENIOR ACCOUNTANT</p> <p>PROCUREMENT MANAGER                      FEEDER POSITION(S): CONTRACTS ADMINISTRATOR</p>	<p>SUPERINTENDENT OF TRANSPORTATION                      FEEDER POSITION(S): PARATRANSIT OPERATIONS MANAGER                      LEAD CONTROLLER                      SENIOR SUPERVISOR</p> <p>SUPERINTENDENT OF TRAINING &amp; SAFETY                      FEEDER POSITION(S): SENIOR TRAINING SUPERVISOR                      SENIOR SAFETY SUPERVISOR</p> <p>PARATRANSIT OPERATIONS MANAGER                      FEEDER POSITION: LEAD CONTROLLER                      SENIOR SUPERVISOR</p> <p>TAXI ADMINISTRATOR                      FEEDER POSITION(S): ASST. TAXI CAB ADMINISTRATOR 1</p> <p>TRANSIT PLANNING MANAGER                      FEEDER POSITION(S): PLANNING ANALYST</p> <p>COMPLIANCE OFFICER                      FEEDER POSITION(S): NONE</p>
SKILL SET		
<p>POSITIONS ARE HIGH-LEVEL, HIGHLY SKILLED AND MAY REQUIRE EXTENSIVE SEARCH.</p> <p>EMPLOYEES ADVANCING FROM THE INTERNAL FEEDER POSITION WILL HAVE DEVELOPED THE SKILLS NECESSARY TO EXCEL IN THESE POSITIONS.</p>		

# TECHNICIANS

## JOB GROUP 3

Occupations which require a combination of basic scientific or technical knowledge and manual skill which can be obtained through specialized post-secondary school education or through equivalent on-the-job training. Includes: computer programmers, drafters, survey and mapping technicians, licensed practical nurses, photographers, radio operators, technical illustrators, highway technicians, technicians (medical, dental, electronic, physical sciences), police and fire sergeants, inspectors (production or processing inspectors, testers and weighers), and kindred workers.

POSITION TITLES	ADVANCEMENT
<p><b>ADMINISTRATIVE ANALYST</b></p> <p><b>MATERIALS &amp; INVENTORY SUPERVISOR</b></p> <p><b>ASSISTANT IT ADMINISTRATOR</b></p> <p><b>IT DESKTOP SUPPORT TECHNICIAN</b></p>	<p><b>ASSISTANT IT ADMINISTRATOR</b> <b>FEEDER POSITION(S):</b> <b>IT DESKTOP SUPPORT TECHNICIAN</b></p> <p><b>ADMINISTRATIVE ANALYST</b> <b>FEEDER POSITION(S):</b> <b>ADMINISTRATIVE ASSISTANTS</b></p> <p><b>MATERIALS &amp; INVENTORY SUPERVISOR</b> <b>FEEDER POSITION(S):</b> <b>MATERIALS &amp; INVENTORY TECHNICIAN</b></p> <p><b>IT DESKTOP SUPPORT TECHNICIAN</b> <b>FEEDER POSITION(S):</b> <b>NONE</b></p>
SKILL SET	
<p><b>EMPLOYEES ADVANCING FROM THE INTERNAL FEEDER POSITION WILL HAVE DEVELOPED THE SKILLS NECESSARY TO EXCEL IN THESE POSITIONS.</b></p>	

# PROTECTIVE SERVICE WORKERS

## JOB GROUP 4

Occupations in which workers are entrusted with public safety, security and protection from destructive forces. Includes: police patrol officers, fire fighters, guards, deputy sheriffs, bailiffs, correctional officers, detectives, marshals, harbor patrol officers, game and fish wardens, park rangers (except maintenance), and kindred workers.

POSITION TITLES	ADVANCEMENT
<p><b>SENIOR SAFETY OFFICER</b></p> <p><b>SAFETY OFFICER</b></p>	<p><b>SENIOR SAFETY OFFICER</b> <b>FEEDER POSITION(S):</b> <b>SAFETY OFFICER</b></p> <p><b>SAFETY OFFICER</b> <b>FEEDER POSITION(S):</b> <b>FIELD SUPERVISOR</b> <b>MOTOR COACH</b> <b>OPERATOR</b> <b>PARATRANSIT</b> <b>OPERATOR</b></p>
SKILL SET	
<p><b>EMPLOYEES ADVANCING FROM THE INTERNAL FEEDER POSITION WILL HAVE DEVELOPED THE SKILLS NECESSARY TO EXCEL IN THIS POSITION.</b></p>	

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# PARA-PROFESSIONALS

## JOB GROUP 5

Occupations in which workers perform some of the duties of a professional or technician in a supportive role, which usually require less formal training and/or experience normally required for professional or technical status. Such positions may fall within an identified pattern of staff development and promotion under a "New Careers" concept. Included: research assistants, medical aids, child support workers, policy auxiliary welfare service aids, recreation assistants, homemakers aides, home health aides, library assistants and clerks, ambulance drivers and attendants, and kindred workers.

POSITION TITLES	ADVANCEMENT	ADVANCEMENT
<p style="text-align: center;"> <b>LEAD CONTROLLER</b>  <b>FIXED ROUTE CONTROLLER</b>  <b>PARATRANSIT LEAD CONTROLLER</b>  <b>FIXED ROUTE CONTROLLER</b>  <b>PARATRANSIT CONTROLLER</b>  <b>SENIOR SUPERVISOR</b>  <b>FIELD SUPERVISOR</b>  <b>TRAINING SUPERVISOR</b>  <b>OPERATIONS SYSTEM SPECIALIST</b>  <b>OPERATIONS LABOR RELATIONS SUPERVISOR</b>  <b>STOPS &amp; ZONES SUPERVISOR</b> </p>	<p style="text-align: center;"> <b>LEAD CONTROLLER (FIXED ROUTE AND PARA)</b>  <b>FEEDER POSITION(S): CONTROLLER (FIXED ROUTE OR PARA)</b>   <b>SENIOR SUPERVISOR</b>  <b>FEEDER POSITION(S): FIELD SUPERVISOR</b>   <b>FIELD SUPERVISOR</b>  <b>FEEDER POSITION(S): MOTOR COACH OPERATOR PARATRANSIT OPERATOR</b> </p>	<p style="text-align: center;"> <b>OPERATIONS SYSTEM SPECIALIST</b>  <b>FEEDER POSITION(S): CONTROLLER (FIXED ROUTE OR PARA) FIELD SUPERVISOR</b>   <b>OPERATIONS LABOR RELATIONS SUPERVISOR</b>  <b>FEEDER POSITION(S): FIELD SUPERVISOR ADMINISTRATIVE ASSISTANT MOTOR COACH OPERATOR PARATRANSIT OPERATOR</b> </p>
SKILL SET	<p style="text-align: center;"> <b>TRAINING SUPERVISOR</b>  <b>FEEDER POSITION(S): FIELD SUPERVISOR</b>  <b>MOTOR COACH OPERATOR PARATRANSIT OPERATOR</b>   <b>CONTROLLER (FIXED ROUTE &amp; PARA)</b>  <b>FEEDER POSITION(S): FIELD SUPERVISOR</b>  <b>MOTOR COACH OPERATOR PARATRANSIT OPERATOR</b> </p>	<p style="text-align: center;"> <b>STOPS &amp; ZONES SUPERVISOR</b>  <b>FEEDER POSITION(S): STOPS &amp; ZONES TECHNICIAN A</b> </p>
<p style="text-align: center;"> <b>EMPLOYEES ADVANCING FROM THE INTERNAL FEEDER POSITION WILL HAVE DEVELOPED THE SKILLS NECESSARY TO EXCEL IN THESE POSITIONS.</b> </p>		

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# ADMINISTRATIVE SUPPORT

## JOB GROUP 6

Occupations in which workers are responsible for internal and external communication, recording and retrieval of data and/or information and other paperwork required in an office. Includes: bookkeepers, messengers, clerk-typists, stenographers, court transcribers, hearing reporters, statistical clerks, dispatchers, license distributors, payroll clerks, office machine and computer operators, legal assistants, sales workers, cashiers, toll collectors, and kindred workers.

POSITION TITLES	ADVANCEMENT	ADVANCEMENT
<p>ACCOUNTING ASSISTANT                      PAYROLL ACCOUNTANT                      ADMINISTRATIVE ASSISTANT                      CLERK OF THE BOARD                      COIN COUNTER                      CONTRACTS ASSISTANT                      CUSTOMER SERVICE REPRESENTATIVE                      MARKETING SPECIALIST                      GRANTS ANALYST                      PARATRANSIT RESERVATIONIST                      PLANNING ANALYST                      PROJECT MANAGER ASSISTANT                      SENIOR ADMINISTRATIVE ASSISTANT                      TRANSIT PLANNING TECHNICIAN</p>	<p>ACCOUNTING ASSISTANT                      FEEDER POSITION(S):                      ACCOUNTING TECHNICIAN</p> <p>SENIOR ADMINISTRATIVE                      ASSISTANT                      FEEDER POSITION(S):                      ADMINISTRATIVE                      ASSISTANT</p> <p>CLERK OF THE BOARD                      FEEDER POSITION(S):                      ADMINISTRATIVE                      ASSISTANT</p> <p>COIN COUNTER                      FEEDER POSITION(S):                      NONE</p> <p>PAYROLL ACCOUNTANT                      FEEDER POSITION(S):                      ACCOUNT TECHNICIAN</p> <p>PROCUREMENT MANAGER                      FEEDER POSITION(S):                      CONTRACTS                      ADMINISTRATOR</p> <p>MARKETING SPECIALIST                      FEEDER POSITION(S):                      ADMINISTRATIVE                      ASSISTANT</p>	<p>TRANSIT PLANNING                      ANALYST &amp; TECHNICIAN                      FEEDER POSITION(S):                      CONTROLLER                      FIELD SUPERVISOR                      MOTOR COACH OPERATOR</p> <p>ACCOUNTING CLERK                      FEEDER POSITION(S):                      COIN COUNTER</p> <p>PARATRANSIT                      RESERVATIONIST                      FEEDER POSITION(S):                      CUSTOMER SERVICE                      REPRESENTATIVE</p> <p>GRANTS ANALYST                      FEEDER POSITION(S):                      ACCOUNTING TECHNICIAN</p> <p>PROJECT MANAGER                      ASSISTANT                      FEEDER POSITION(S):                      ADMINISTRATIVE                      ASSISTANT</p>
SKILL SET		
<p>EMPLOYEES ADVANCING FROM                      THE INTERNAL FEEDER POSITION                      WILL HAVE DEVELOPED THE SKILLS                      NECESSARY TO EXCEL IN THESE                      POSITIONS.</p>		

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# SKILLED CRAFT WORKERS

## JOB GROUP 7

Occupations in which workers perform jobs which require special manual skill and a thorough and comprehensive knowledge of the processes involved in the work which is acquired through on-the-job training and experience or through apprenticeship or other formal training programs. Includes: mechanics and repairers, electricians, heavy equipment operators, stationary engineers, skilled machining occupations, carpenters, compositors and typesetters, power plant operators, water and sewage treatment plant operators, and kindred workers.

### POSITION TITLES

**FACILITY CONSTRUCTION SPECIALIST  
BODY MECHANIC  
ELECTRONIC FAREBOX TECHNICIAN  
FAREBOX ASSISTANT TECHNICIAN  
MECHANIC A  
MECHANIC A NON-REVENUE  
MECHANIC B  
STOPS & ZONES TECHNICIAN A  
STOPS & ZONES TECHNICIAN B**

### SKILL SET

**EMPLOYEES ADVANCING FROM  
THE INTERNAL FEEDER POSITION  
WILL HAVE DEVELOPED THE SKILLS  
NECESSARY TO EXCEL IN THESE  
POSITIONS.**

### ADVANCEMENT

**FACILITY CONSTRUCTION  
SPECIALIST  
FEEDER POSITION(S):  
FACILITIES MAINTENANCE  
TECHNICIAN**

**BODY MECHANIC  
FEEDER POSITION(S):  
NONE**

**ELECTRONIC FAREBOX  
TECHNICIAN  
FEEDER POSITION(S):  
FAREBOX ASSISTANT  
TECHNICIAN**

**MECHANIC A  
FEEDER POSITION(S):  
MECHANIC B**

**MECHANIC B  
FEEDER POSITION(S):  
MATERIALS &  
MECHANIC C**

**MECHANIC C  
FEEDER POSITION(S):  
NONE**

**MECHANIC A  
NON-REVENUE  
FEEDER POSITION(S):  
NONE**

**STOPS & ZONES  
TECHNICIAN A  
FEEDER POSITION(S):  
STOPS & ZONES  
TECHNICIAN B**

**STOPS & ZONES  
TECHNICIAN B  
FEEDER POSITION(S):  
NONE**

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# SERVICE/MAINTENANCE WORKERS

## JOB GROUP 8

Occupations in which workers perform duties which result in or contribute to the comfort, convenience, hygiene or safety of the general public or which contribute to the upkeep and care of buildings, facilities or grounds of public property. Workers in this group may operate machinery. Includes: chauffeurs, laundry and dry cleaning operatives, truck drivers, bus drivers, garage laborers, custodial employees, gardeners and groundskeepers, refuse collectors, construction laborers, park rangers (maintenance), farm workers (except managers), craft apprentices/trainees/helpers, and kindred workers.

POSITION TITLES	ADVANCEMENT
<p style="text-align: center;"> <b>PARATRANSIT OPERATOR</b>  <b>MOTOR COACH OPERATOR</b>  <b>FACILITY MAINTENANCE TECHNICIAN</b>  <b>LEAD UTILITY</b>  <b>UTILITY</b>  <b>ALTERNATIVE FUELS TECHNICIAN</b> </p>	<p style="text-align: center;"> <b>FULL TIME MOTOR COACH OPERATOR FEEDER POSITION(S): PART TIME MOTOR COACH OPERATOR</b>   <b>FULL TIME PARATRANSIT OPERATOR FEEDER POSITION(S): PART TIME PARATRANSIT OPERATOR</b>   <b>PART TIME MOTOR COACH OPERATOR FEEDER POSITION(S): FULL TIME PARATRANSIT OPERATOR PART TIME PARATRANSIT OPERATOR</b>   <b>PART TIME PARATRANSIT OPERATOR FEEDER POSITION(S): NONE</b>   <b>FACILITIES MAINTENANCE TECHNICIAN FEEDER POSITION(S): NONE</b>   <b>LEAD UTILITY FEEDER POSITION(S): UTILITY</b>   <b>UTILITY FEEDER POSITION(S): NONE</b>   <b>ALTERNATIVE FUELS TECHNICIAN FEEDER POSITION(S): NONE</b> </p>
SKILL SET	
<p style="text-align: center;"> <b>EMPLOYEES ADVANCING FROM THE INTERNAL FEEDER POSITION WILL HAVE DEVELOPED THE SKILLS NECESSARY TO EXCEL IN THESE POSITIONS.</b> </p>	

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# Appendix B

## Utilization Analysis by Job Category Chart

Job Category Use EEO-4	Salary Range (\$XX,000-XX,000)	Total Workforce					Male							Female						
		All	WM	MM	WF	MF	W	AI/AN	B	H/L	A	NHOPI	Multi	W	AI/AN	B	H/L	A	NHOPI	Multi
<b>1 - Officials &amp; Administrators</b>																				
Current Workforce	\$70,000-\$237,000	12	4	2	3	3	4	-	-	2	-	-	-	3	-	1	1	-	-	1
Percent in Category	^Entry		33.3%	16.7%	25.0%	25.0%	33.3%	0.0%	0.0%	16.7%	0.0%	0.0%	0.0%	25.0%	0.0%	8.3%	8.3%	0.0%	0.0%	8.3%
Percent of Availability							40.4%	0.3%	2.3%	11.6%	3.0%	0.1%	1.3%	25.1%	0.3%	2.0%	10.6%	2.4%	0.1%	0.7%
Percent Underutilized													0%			2%				
Underutilized (Yes/No)								No	No	No	No	No	No	No	No	No	No	No	No	No
Number Needed to Reach Parity								-	-	-	-	-	-	-	-	-	-	-	-	-
Planned percent increase Year 1																				
Planned percent increase Year 2																				
Planned percent increase Year 3																				
Planned percent increase Year 4																				
<b>2 - Professionals</b>																				
Current Workforce	\$54,000-\$75,000	20	8	6	1	5	8	-	-	6	-	-	-	1	-	-	4	1	-	-
Percent in Category	^Entry		40.0%	30.0%	5.0%	25.0%	40.0%	0.0%	0.0%	30.0%	0.0%	0.0%	0.0%	5.0%	0.0%	0.0%	20.0%	5.0%	0.0%	0.0%
Percent of Availability							26.0%	0.3%	2.4%	7.1%	4.3%	0.0%	0.8%	35.5%	0.3%	3.4%	12.7%	5.6%	0.3%	1.3%
Percent Underutilized													31%				1%			
Underutilized (Yes/No)								No	No	No	No	No	Yes	No	No	No	No	No	No	No
Number Needed to Reach Parity								-	-	-	-	-	-	6	-	-	-	-	-	-
Planned percent increase Year 1													5%							
Planned percent increase Year 2													5%							
Planned percent increase Year 3													10%							
Planned percent increase Year 4													11%							
<b>3 - Technicians</b>																				
Current Workforce	\$42,000-\$68,000	3	1	2	0	0	1	-	-	2	-	-	-	-	-	-	-	-	-	-
Percent in Category	^Entry		33.3%	66.7%			33.3%	0.0%	0.0%	66.7%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Percent of Availability							26.6%	0.0%	2.1%	12.6%	4.8%	0.0%	0.6%	22.2%	0.3%	4.5%	16.5%	7.8%	0.4%	1.5%
Percent Underutilized																				
Underutilized (Yes/No)								No	No	No	No	No	No	No	No	No	No	No	No	No
Number Needed to Reach Parity								-	-	-	-	-	-	-	-	-	-	-	-	-
Planned percent increase Year 1																				
Planned percent increase Year 2																				
Planned percent increase Year 3																				
Planned percent increase Year 4																				

Job Category Use EEO-4	Salary Range (\$XX,000-XX,000)	Total Workforce					Male						Female							
		All	WM	MM	WF	MF	W	AI/AN	B	H/L	A	NHOPI	Multi	W	AI/AN	B	H/L	A	NHOPI	Multi
<b>4 - Protective Service</b>																				
Current Workforce	\$50,000-\$53,000	3	0	3	0	0			1	2										
Percent in Category	^Entry			100.0%			0.0%	0.0%	33.3%	66.7%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Percent of Availability							44.2%	0.9%	7.0%	25.0%	1.4%	0.0%	0.8%	9.9%	0.0%	2.1%	7.0%	0.1%	0.1%	1.3%
Percent Underutilized																				
Underutilized (Yes/No)							No	No	No	No	No	No	No	No	No	No	No	No	No	No
Number Needed to Reach Parity							-	-	-	-	-	-	-	-	-	-	-	-	-	-
Planned percent increase Year 1																				
Planned percent increase Year 2																				
Planned percent increase Year 3																				
Planned percent increase Year 4																				
<b>5 - Paraprofessional</b>																				
Current Workforce	\$46,000-\$57,000	30	7	16	1	6	7	-	2	13	-	-	1	1	-	1	3	-	-	2
Percent in Category	^Entry		23.3%	53.3%	3.3%	20.0%	23.3%	0.0%	6.7%	43.3%	0.0%	0.0%	3.3%	3.3%	0.0%	3.3%	10.0%	0.0%	0.0%	6.7%
Percent of Availability							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%
Percent Underutilized																				
Underutilized (Yes/No)							No	No	No	No	No	No	No	No	No	No	No	No	No	No
Number Needed to Reach Parity							-	-	-	-	-	-	-	-	-	-	-	-	-	-
Planned percent increase Year 1																				
Planned percent increase Year 2																				
Planned percent increase Year 3																				
Planned percent increase Year 4																				
<b>6 - Administrative Support</b>																				
Current Workforce	\$13,000-\$59,000	44	5	9	5	25	5	-	1	7	1	-	-	5	-	1	20	2	-	2
Percent in Category	^Entry		11.4%	20.5%	11.4%	56.8%	11.4%	0.0%	2.3%	15.9%	2.3%	0.0%	0.0%	11.4%	0.0%	2.3%	45.5%	4.5%	0.0%	4.5%
Percent of Availability							17.5%	0.1%	2.2%	12.1%	1.9%	0.2%	0.7%	32.2%	0.4%	3.7%	24.1%	3.3%	0.1%	1.4%
Percent Underutilized														21%		1%				
Underutilized (Yes/No)							No	No	No	No	No	No	No	Yes	No	No	No	No	No	No
Number Needed to Reach Parity							-	-	-	-	-	-	-	9	-	-	-	-	-	-
Planned percent increase Year 1														5%						
Planned percent increase Year 2														5%						
Planned percent increase Year 3														5%						
Planned percent increase Year 4														6%						

Job Category Use EEO-4	Salary Range (\$XX,000-XX,000)	Total Workforce					Male							Female						
		All	WM	MM	WF	MF	W	AI/AN	B	H/L	A	NHOPI	Multi	W	AI/AN	B	H/L	A	NHOPI	Multi
<b>7 - Skilled Craft</b>																				
Current Workforce	\$42,000-\$64,000	30	2	27	0	1	2	-	4	23	-	-	-	-	-	1	-	-	-	-
Percent in Category	^Entry		6.7%	90.0%		3.3%	6.7%	0.0%	13.3%	76.7%	0.0%	0.0%	0.0%	0.0%	0.0%	3.3%	0.0%	0.0%	0.0%	0.0%
Percent of Availability							36.6%	0.3%	2.1%	53.1%	1.9%	0.2%	1.7%	1.6%	0.0%	0.1%	2.1%	0.3%	0.0%	0.0%
Percent Underutilized																				
Underutilized (Yes/No)								No	No	No	No	No	No	No	No	No	No	No	No	No
Number Needed to Reach Parity								-	-	-	-	-	-	-	-	-	-	-	-	-
Planned percent increase Year 1																				
Planned percent increase Year 2																				
Planned percent increase Year 3																				
Planned percent increase Year 4																				
<b>8 - Service-Maintenance</b>																				
Current Workforce	\$25,000-\$50,000	228	27	142	8	51	27	-	13	121	5	-	3	8	-	11	38	-	-	2
Percent in Category	^Entry		11.8%	62.3%	3.5%	22.4%	11.8%	0.0%	5.7%	53.1%	2.2%	0.0%	1.3%	3.5%	0.0%	4.8%	16.7%	0.0%	0.0%	0.9%
Percent of Availability							14.5%	0.1%	2.0%	34.4%	2.2%	0.3%	1.2%	13.2%	0.2%	2.2%	26.2%	2.5%	0.2%	0.8%
Percent Underutilized											0%			10%			10%	3%		
Underutilized (Yes/No)								No	No	No	No	No	No	Yes	No	No	Yes	Yes	No	No
Number Needed to Reach Parity								-	-	-	-	-	-	22	-	-	21	5	-	-
Planned percent increase Year 1														2%			2%	0%		
Planned percent increase Year 2														2%			2%	1%		
Planned percent increase Year 3														3%			3%	1%		
Planned percent increase Year 4														3%			3%	1%		

Notes: Data source 2010 Census. The "Percent of Availability" for the Paraprofessionals category is left blank due to the 2010 Census not having a Paraprofessional category to gather the information from. The 2010 Census data shows two Protective Service categories, Sworn and Non-Sworn. For our Protective Service category we used the Non-Sworn census data. Planned percentage increases per year are based on percent underutilized. Please refer to "Utilization Analysis" page 14 and "Goals & Timetables" page 15 for narrative.

# Appendix C

## Salary Analysis

### Salary Analysis: Officials & Administrators

Job Title	EEO-4 Category	Salary	Total Employees	Total Minority		Total	White	Black/AA	Asian/PI	American Indian/AN	Hispanic	Two+
CEO/General Manager	Officials & Administrators	\$ 236,524.00	0 1	0 0	Male Female	0 1	1					
Chief Financial Officer	Officials & Administrators	\$ 93,600.00	1 0	1 0	Male Female	1 0					1	
Chief Performance Officer	Officials & Administrators	\$ 136,427.00	1 0	0 0	Male Female	1 0	1					
Chief Maintenance Officer	Officials & Administrators	\$ 120,000.00	1 0	0 0	Male Female	1 0	1					
Chief of Human Relations	Officials & Administrators	\$ 70,866.40	0 1	0 0	Male Female	0 1	1					
Chief of Public Affairs & Clerk of the Board	Officials & Administrators	\$ 70,117.00	0 1	0 0	Male Female	0 1	1					
Chief Safety Officer/Taxi Administrator	Officials & Administrators	\$ 94,245.00	1 0	0 0	Male Female	1 0	1					
Chief Transportation Officer	Officials & Administrators	\$ 93,600.00	1 0	0 0	Male Female	1 0	1					
Deputy Chief Financial Officer	Officials & Administrators	\$ 73,964.00	0 1	0 1	Male Female	0 1		1				
Deputy Chief of Transportation	Officials & Administrators	\$ 77,043.00	0 1	0 1	Male Female	0 1					1	
Deputy Chief Safety Officer/Taxi Administrator	Officials & Administrators	\$ 59,758.40	0 1	0 1	Male Female	0 1						1
Deputy Chief Operating Officer-Maintenance	Officials & Administrators	\$ 80,122.00	1 0	1 0	Male Female	1 0					1	
Department Total			12	5	Male	5	4	0	0	0	2	0
% of Total				42%	% of Total	42%	33%	0%	0%	0%	17%	0%
					Female	5	3	1	0	0	1	1
					% of Total	42%	25%	8%	0%	0%	8%	8%

### Salary Analysis: Professionals

Job Title	EEO-4 Category	Salary	Total Employees	Total Minority		Total	White	Black/AA	Asian/PI	American Indian/AN	Hispanic	Two+
Superintendent of Transportation	Professionals	\$ 75,088.00	1	1	Male	1					1	
			0	0	Female	0						
Alternative Fuels Manager	Professionals	\$ 72,467.00	1	0	Male	1	1					
			0	0	Female	0						
Facilities Maintenance Superintendent	Professionals	\$ 70,408.00	1	0	Male	1	1					
			0	0	Female	0						
Procurement Manager	Professionals	\$ 70,283.00	1	0	Male	1	1					
			0	0	Female	0						
Maintenance Superintendent	Professionals	\$ 69,992.00	1	1	Male	1					1	
			0	0	Female	0						
Maintenance Program Specialist Supervisor	Professionals	\$ 67,309.00	1	0	Male	1	1					
			0	0	Female	0						
Maintenance Lead Supervisor	Professionals	\$ 67,163.00	1	1	Male	1					1	
			0	0	Female	0						
Accounting Manager	Professionals	\$ 66,186.00	0	0	Male	0						
			1	1	Female	1			1			
Human Resources Manager	Professionals	Vacant	0	0	Male	0						
			0	0	Female	0						
Senior Accountant	Professionals	\$ 65,853.00	0	0	Male	0						
			1	1	Female	1					1	
Superintendent of Facilities	Professionals	\$ 66,560.00	1	1	Male	1						1
			0	0	Female	0						
Transit Planning Manager	Professionals	Vacant	0	0	Male	0						
			0	0	Female	0						
Budget Manager/Financial Analyst	Professionals	\$ 64,688.00	0	0	Male	0						
			1	1	Female	1					1	
Superintendent of Safety & Training	Professionals	\$ 60,986.00	1	1	Male	1					1	
			0	0	Female	0						
Paratransit Operations Manager	Professionals	\$ 60,590.00	1	0	Male	1	1					
			0	0	Female	0						
Facility Maintenance Supervisor	Professionals	\$ 60,029.00	1	0	Male	1	1					
			0	0	Female	0						
Maintenance Supervisor	Professionals	\$ 64,834.00	1	1	Male	1					1	
			0	0	Female	0						

**Salary Analysis: Professionals (Cont.)**

Maintenance Supervisor	Professionals	\$ 64,480.00	1	0	Male	1	1					
			0	0	Female	0						
Taxi Administrator	Professionals	\$ 59,237.00	0	0	Male	0						
			1	0	Female	1	1					
Project Manager	Professionals	\$ 58,906.00	1	1	Male	1			1			
			0	0	Female	0						
Customer Service Manager	Professionals	\$ 57,491.00	0	0	Male	0						
			1	1	Female	1					1	
Marketing & Events Manager	Professionals	\$ 55,994.00	1	1	Male	1						1
			0	0	Female	0						
DBELO/EEO/Compliance/Eligibility Officer	Professionals	\$ 54,080.00	0	0	Male	0						
			1	1	Female	1						1
Department Total			21	13	Male	15	7	0	1	0	6	1
% of Total				62%	% of Total	71%	33%	0%	5%	0%	29%	5%
					Female	6	1	0	1	0	4	0
					% of Total	29%	5%	0%	5%	0%	19%	0%

**Salary Analysis: Technicians**

Job Title	EEO-4 Category	Salary	Total Employees	Total Minority		Total	White	Black/AA	Asian/PI	American Indian/AN	Hispanic	Two+
Materials & Inventory Supervisor	Technicians	\$ 46,280.00	1	1	Male	1					1	
			0	0	Female	0						
Assistant IT Administrator	Technicians	\$ 68,453.00	1	0	Male	1	1					
			0	0	Female	0						
IT Desktop Support Technician	Technicians	\$ 41,600.00	1	1	Male	1					1	
			0	0	Female	0						
Department Total			3	2	Male	3	1	0	0	0	2	0
% of Total				67%	% of Total	100%	33%	0%	0%	0%	67%	0%
					Female	0	0	0	0	0	0	0
					% of Total	0%	0%	0%	0%	0%	0%	0%

**Salary Analysis: Protective Service Workers**

Job Title	EEO-4 Category	Salary	Total Employees	Total Minority		Total	White	Black/AA	Asian/PI	American Indian/AN	Hispanic	Two+
Safety Officer	Protective Service	\$ 52,541.00	1	1	Male	1					1	
			0	0	Female	0						
Safety Officer	Protective Service	\$ 51,376.00	1	1	Male	1		1				
			0	0	Female	0						
Safety Officer	Protective Service	\$ 50,128.00	1	1	Male	1					1	
			0	0	Female	0						
Department Total			3	3	Male	3	0	1	0	0	2	0
% of Total				100%	% of Total	100%	0%	33%	0%	0%	67%	0%
					Female	0	0	0	0	0	0	0
					% of Total	0%	0%	0%	0%	0%	0%	0%

### Salary Analysis: Para-Professionals

Job Title	EEO-4 Category	Salary	Total Employees	Total Minority		Total	White	Black/AA	Asian/PI	American Indian/AN	Hispanic	Two+
Fixed Route Lead Controller	Para-Professionals	\$ 57,200.00	1	1	Male	1					1	
			0	0	Female	0						
Fixed Route Senior Supervisor	Para-Professionals	\$ 55,744.00	1	1	Male	1					1	
			0	0	Female	0						
Stops & Zones Supervisor	Para-Professionals	\$ 54,371.00	1	1	Male	1					1	
			0	0	Female	0						
Training Supervisor	Para-Professionals	\$ 54,080.00	2	2	Male	2		1				1
			0	0	Female	0						
Controller (Fixed Route & Paratransit)	Para-Professionals	\$ 54,080.00	5	3	Male	5	2				3	
			5	4	Female	5	1	1			2	1
Paratransit Lead Controller	Para-Professionals	\$ 54,080.00	1	1	Male	1					1	
			0	0	Female	0						
Operations System Specialist	Para-Professionals	\$ 54,080.00	1	0	Male	1	1					
			0	0	Female	0						
Operations Labor Relations Supervisor	Para-Professionals	\$ 50,086.40	0	0	Male	0						
			1	1	Female	1						1
Field Supervisor	Para-Professionals	\$ 48,402.00	1	1	Male	1					1	
			0	0	Female	0						
Field Supervisor	Para-Professionals	\$ 48,069.00	2	0	Male	2	2					
			0	0	Female	0						
Field Supervisor	Para-Professionals	\$ 47,840.00	1	1	Male	1					1	
			0	0	Female	0						
Field Supervisor	Para-Professionals	\$ 47,611.00	1	0	Male	1	1					
			0	0	Female	0						
Field Supervisor	Para-Professionals	\$ 47,195.00	1	1	Male	1		1				
			0	0	Female	0						
Field Supervisor	Para-Professionals	\$ 46,904.00	1	1	Male	1					1	
			0	0	Female	0						
Field Supervisor	Para-Professionals	\$ 45,760.00	4	3	Male	4	1				3	
			1	1	Female	1					1	
Department Total			30	22	Male	23	7	2	0	0	13	1
<i>% of Total</i>				73%	<i>% of Total</i>	77%	23%	7%	0%	0%	43%	3%
					Female	7	1	1	0	0	3	2
					<i>% of Total</i>	23%	3%	3%	0%	0%	10%	7%

**Salary Analysis: Administrative Support Workers**

Job Title	EEO-4 Category	Salary	Total Employees	Total Minority		Total	White	Black/AA	Asian/PI	American Indian/AN	Hispanic	Two+
Financial Operations Analyst	ASW	\$ 55,058.00	0	0	Male	0						
			1	1	Female	1						1
Risk Management Specialist	ASW	\$ 52,000.00	1	1	Male	1		1				
			0	0	Female	0						
Accounting Technician II	ASW	\$ 37,752.00	0	0	Male	0						
			1	1	Female	1						1
Accounting Technician	ASW	\$ 45,531.00	0	0	Male	0						
			1	1	Female	1						1
Accounting Technician	ASW	\$ 40,560.00	0	0	Male	0						
			1	1	Female	1						1
Accounting Technician	ASW	\$ 39,520.00	1	0	Male	1	1					
			0	0	Female	0						
Accounting Technician	ASW	\$ 35,526.00	0	0	Male	0						
			1	0	Female	1	1					
Grants Analyst	ASW	\$ 47,840.00	0	0	Male	0						
			1	1	Female	1						1
Project Manager Assistant	ASW	\$ 45,219.00	0	0	Male	0						
			1	1	Female	1						1
Assistant Project Manager	ASW	\$ 45,906.00	0	0	Male	0						
			1	1	Female	1						1
Project Manager Assistant	ASW	\$ 39,707.00	0	0	Male	0						
			2	1	Female	2	1		1			
ADA Eligibility/Compliance Specialist	ASW	\$ 43,035.00	0	0	Male	0						
			1	1	Female	1		1				
Administrative Assistant	ASW	\$ 35,110.00	0	0	Male	0						
			1	1	Female	1						1
Administrative Assistant	ASW	\$ 35,090.00	0	0	Male	0						
			1	0	Female	1	1					
Transit Planning Analyst	ASW	\$ 48,547.00	1	1	Male	1						
			0	0	Female	0						1
Transit Planning Research Data Analyst	ASW	\$ 49,275.00	1	1	Male	1						
			0	0	Female	0						1
Transit Infrastructure Technician	ASW	\$ 48,318.00	1	1	Male	1						
			0	0	Female	0						1
Transit Communications Service Specialist	ASW	\$ 51,917.00	0	0	Male	0						
			1	0	Female	1	1					
Contracts Assistant	ASW	\$ 49,608.00	0	0	Male	0						
			1	1	Female	1			1			

**Salary Analysis: Administrative Support Workers (Cont.)**

Contracts Assistant	ASW	\$ 29,931.00	0	0	Male	0						
			1	1	Female	1					1	
Senior Administrative Assistant - Taxi	ASW	\$ 37,440.00	0	0	Male	0						
			1	1	Female	1					1	
Senior Administrative Assistant - Operations	ASW	\$ 30,264.00	1	1	Male	1					1	
			0	0	Female	0						
Performance Projects Assistant	ASW	\$ 47,216.00	0	0	Male	0						
			1	1	Female	1						1
Procurement Specialist	ASW	\$ 42,245.00	1	0	Male	1	1					
			0	0	Female	0						
Marketing Specialist	ASW	\$ 41,018.00	1	0	Male	1	1					
			0	0	Female	0						
Human Resources Technician	ASW	\$ 38,605.00	0	0	Male	0						
			1	1	Female	1					1	
Customer Service Representative	ASW	\$ 38,480.00	0	0	Male	0						
			1	0	Female	1	1					
Marketing Specialist	ASW	\$ 38,480.00	0	0	Male	0						
			1	1	Female	1					1	
Human Resources Specialist	ASW	\$ 37,960.00	1	0	Male	1	1					
			0	0	Female	0						
Paratransit Reservationist	ASW	\$ 37,835.00	0	0	Male	0						
			1	1	Female	1					1	
Materials & Inventory Technician	ASW	\$ 34,070.00	1	0	Male	1	1					
			0	0	Female	0						
Customer Service Representative	ASW	\$ 33,592.00	0	0	Male	0						
			1	1	Female	1					1	
Customer Service Representative	ASW	\$ 33,093.00	1	1	Male	1					1	
			0	0	Female	0						
Paratransit Reservationist	ASW	\$ 32,032.00	0	0	Male	0						
			1	1	Female	1					1	
Front Office Receptionist	ASW	\$ 31,678.00	0	0	Male	0						
			1	1	Female	1					1	
Coin Counter	ASW	\$ 30,181.00	0	0	Male	0						
			1	1	Female	1					1	
Paratransit Reservationist	ASW	\$ 29,328.00	1	1	Male	1					1	
			2	2	Female	2					2	
Coin Counter	ASW	\$ 12,792.00	1	1	Male	1					1	
			0	0	Female	0						
Coin Counter	ASW	\$ 12,593.00	0	0	Male	0						
			1	1	Female	1					1	
Coin Counter	ASW	\$ 12,480.00	0	0	Male	0						
			1	1	Female	1					1	
Department Total			43	33	Male	13	5	1	0	0	7	0
% of Total				77%	% of Total	30%	12%	2%	0%	0%	16%	0%
					Female	31	5	1	2	0	20	2
					% of Total	72%	12%	2%	5%	0%	47%	5%

### Salary Analysis: Skilled Craft Workers

Job Title	EEO-4 Category	Salary	Total Employees	Total Minority		Total	White	Black/AA	Asian/PI	American Indian/AN	Hispanic	Two+
Mechanic A - Revenue	Skilled Craft Worker	\$ 63,585.60	12	12	Male	12					12	
			1	1	Female	1		1				
Body Mechanic	Skilled Craft Worker	\$ 63,585.60	1	0	Male	1	1					
			0	0	Female	0						
Mechanic A - Non-Revenue	Skilled Craft Worker	\$ 63,585.60	4	4	Male	4					4	
			0	0	Female	0						
Mechanic A - Non-Revenue	Skilled Craft Worker	\$ 56,305.60	1	1	Male	1					1	
			0	0	Female	0						
Facility Construction Specialist	Skilled Craft Worker	\$ 55,640.00	1	1	Male	1					1	
			0	0	Female	0						
Electronic Farebox Technician	Skilled Craft Worker	\$ 51,646.00	1	0	Male	1	1					
			0	0	Female	0						
Mechanic A - Revenue	Skilled Craft Worker	\$ 51,625.60	1	1	Male	1					1	
			0	0	Female	0						
Mechanic B	Skilled Craft Worker	\$ 50,731.20	1	1	Male	1					1	
			0	0	Female	0						
Stops & Zones Technician A	Skilled Craft Worker	\$ 49,712.00	4	4	Male	4			2		2	
			0	0	Female	0						
Stops & Zones Technician B	Skilled Craft Worker	\$ 46,051.20	3	3	Male	3		2			1	
			0	0	Female	0						
Farebox Assistant Technician	Skilled Craft Worker	\$ 41,870.00	1	1	Male	1					1	
				0	Female	0						
Department Total			31	29	Male	30	2	4	0	0	24	0
% of Total				94%	% of Total	97%	6%	13%	0%	0%	77%	0%
					Female	1	0	1	0	0	0	0
					% of Total	3%	0%	3%	0%	0%	0%	0%

### Salary Analysis: Service/Maintenance Workers

Job Title	EEO-4 Category	Salary	Total Employees	Total Minority		Total	White	Black/AA	Asian/PI	American Indian/AN	Hispanic	Two+
Facility Maintenance Technician	Service/Maint	\$ 49,712.00	2	2	Male	2					2	
			0	0	Female	0						
Full Time Motor Coach Operator	Service/Maint	\$ 48,297.60	111	93	Male	93	18	10	3		78	2
			38	32	Female	32	6	7			25	
Utility	Service/Maint	\$ 46,051.20	11	10	Male	11	1				10	
			1	1	Female	1					1	
Alternative Fuels Technician	Service/Maint	\$ 43,243.00	1	1	Male	1					1	
			0	0	Female	0						
Full Time Paratransit Operator	Service/Maint	\$ 38,209.60	1	19	Male	25	6	1			17	1
			13	12	Female	13	1	3			7	2
Full Time Motor Coach Operator	Service/Maint	\$ 36,223.20	0	0	Male	0						
			1	1	Female	1					1	
Part Time Motor Coach Operator	Service/Maint	\$ 36,223.20	11	9	Male	11	2	1	1		7	
			1	0	Female	1	1					
Full Time Paratransit Operator	Service/Maint	\$ 35,068.80	2	2	Male	2			1		1	
			1	1	Female	1					1	
Part Time Motor Coach Operator	Service/Maint	\$ 34,663.20	0	0	Male	0						
			3	3	Female	3		1			2	
Part Time Paratransit Operator	Service/Maint	\$ 28,657.20	1	1	Male	1		1				
			0	0	Female	0						
Part Time Paratransit Operator	Service/Maint	\$ 26,301.60	5	5	Male	5					5	
			1	1	Female	1					1	
Department Total			204	193	Male	151	27	13	5	0	121	3
% of Total				95%	% of Total	74%	13%	6%	2%	0%	59%	1%
					Female	53	8	11	0	0	38	2
					% of Total	26%	4%	5%	0%	0%	19%	1%

# Appendix D

## Employment Practices

### Charts

### Hires-Reporting Period Beginning April 2016

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>1 - Officials &amp; Administrators</b>																
Number Applied	14	9	7	6	-	-	2	-	4	1	1	-	-	-	-	2
Total Hires	2	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	14.3%	0.0%	28.6%	0.0%	N/A	N/A	0.0%	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%
Ratio to Highest Rate	100.0%	NA	100.0%	0.0%	N/A	N/A	0.0%	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%
Potential Adverse Impact (Yes/No)	No	No	No	Yes	N/A	N/A	Yes	N/A	Yes	Yes	Yes	N/A	N/A	N/A	N/A	Yes
<b>2 - Professionals</b>																
Number Applied	21	6	6	3	-	-	1	-	14	2	-	-	-	-	-	1
Total Hires	1	1	1	1	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	4.8%	16.7%	16.7%	33.3%	N/A	N/A	0.0%	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Highest Rate	28.6%	100.0%	50.0%	100.0%	N/A	N/A	0.0%	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Potential Adverse Impact (Yes/No)	Yes	No	Yes	No	N/A	N/A	Yes	N/A	Yes	Yes	N/A	N/A	N/A	N/A	N/A	Yes
<b>3 - Technicians</b>																
Number Applied	42	2	13	-	-	-	3	1	25	1	-	-	-	-	1	-
Total Hires	1	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	2.4%	0.0%	7.7%	N/A	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A
Ratio to Highest Rate	100.0%	NA	100.0%	N/A	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	Yes	Yes	Yes	Yes	N/A	N/A	N/A	N/A	Yes	N/A
<b>4 - Protective Service</b>																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>5 - Paraprofessional</b>																
Number Applied	50	21	18	5	-	-	1	4	28	9	-	-	-	-	3	3
Total Hires	3	-	1	-	-	-	-	-	2	-	-	-	-	-	-	-
Selection Rate	6.0%	0.0%	5.6%	0.0%	N/A	N/A	N/A	0.0%	7.1%	0.0%	N/A	N/A	N/A	N/A	0.0%	0.0%
Ratio to Highest Rate	100.0%	NA	77.8%	0.0%	N/A	N/A	N/A	0.0%	100.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	0.0%
Potential Adverse Impact (Yes/No)	No	No	Yes	Yes	N/A	N/A	N/A	Yes	No	Yes	N/A	N/A	N/A	N/A	Yes	Yes

### Hires-Reporting Period Beginning April 2016

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>6 - Administrative Support</b>																
Number Applied	103	158	33	39	-	1	10	16	53	73	2	12	-	-	5	17
Total Hires	6	11	4	1	-	-	1	1	1	6	-	1	-	-	-	2
Selection Rate	5.8%	7.0%	12.1%	2.6%	N/A	N/A	10.0%	6.3%	1.9%	8.2%	N/A	8.3%	N/A	N/A	N/A	11.8%
Ratio to Highest Rate	83.7%	100.0%	100.0%	21.2%	N/A	N/A	82.5%	51.6%	15.6%	67.8%	N/A	68.8%	N/A	N/A	N/A	97.1%
Potential Adverse Impact (Yes/No)	No	No	No	Yes	N/A	N/A	No	Yes	Yes	Yes	N/A	Yes	N/A	N/A	N/A	No
<b>7 - Skilled Craft</b>																
Number Applied	14	1	2	-	-	-	-	-	12	-	-	-	-	-	-	1
Total Hires	2	-	-	-	-	-	1	1	1	-	-	-	-	-	-	-
Selection Rate	14.3%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	8.3%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Highest Rate	100.0%	NA	0.0%	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%
Potential Adverse Impact (Yes/No)	No	No	Yes	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	Yes
<b>8 - Service-Maintenance</b>																
Number Applied	108	28	16	5	-	-	11	2	69	18	5	1	-	-	7	2
Total Hires	25	7	5	2	-	-	1	1	18	3	1	-	-	-	-	1
Selection Rate	23.1%	25.0%	31.3%	40.0%	N/A	N/A	9.1%	N/A	26.1%	16.7%	20.0%	N/A	N/A	N/A	0.0%	N/A
Ratio to Highest Rate	92.6%	100.0%	78.1%	100.0%	N/A	N/A	22.7%	N/A	65.2%	41.7%	50.0%	N/A	N/A	N/A	0.0%	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	No	N/A	N/A	Yes	N/A	Yes	Yes	Yes	N/A	N/A	N/A	Yes	N/A

Notes: Please refer to "Assessment of Employment Practices" page 19 for narrative.

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>Persons with Disabilities</b>																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Veterans</b>																
Number Applied	24	1	15	1	-	-	2	-	6	-	1	-	-	-	-	-
Total Hires	1	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	4.2%	0.0%	6.7%	0.0%	N/A	N/A	0.0%	N/A	0.0%	N/A	0.0%	N/A	N/A	N/A	N/A	N/A

Notes:

Promotions-Reporting Period Beginning April 2016

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>1 - Officials &amp; Administrators</b>																
Number Applied	4	-	2	-	-	-	-	-	2	-	-	-	-	-	-	-
Total Promotions	3	-	2	-	-	-	-	-	1	-	-	-	-	-	-	-
Selection Rate	75.0%	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	50.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	50.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	N/A	No	N/A	N/A	N/A	N/A	N/A	Yes	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>2 - Professionals</b>																
Number Applied	15	2	5	-	-	-	-	-	10	1	-	-	-	-	-	1
Total Promotions	2	-	1	-	-	-	-	-	1	-	-	-	-	-	-	-
Selection Rate	13.3%	0.0%	20.0%	N/A	N/A	N/A	N/A	N/A	10.0%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Highest Rate	100.0%	NA	100.0%	N/A	N/A	N/A	N/A	N/A	50.0%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	N/A	N/A	Yes	Yes	N/A	N/A	N/A	N/A	N/A	Yes
<b>3 - Technicians</b>																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Promotions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>4 - Protective Service</b>																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Promotions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>5 - Paraprofessional</b>																
Number Applied	20	5	5	1	-	-	1	1	14	2	-	-	-	-	-	1
Total Promotions	3	-	1	-	-	-	1	-	1	-	-	-	-	-	-	-
Selection Rate	15.0%	0.0%	20.0%	0.0%	N/A	N/A	100.0%	0.0%	7.1%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Highest Rate	100.0%	NA	20.0%	0.0%	N/A	N/A	100.0%	0.0%	7.1%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Potential Adverse Impact (Yes/No)	No	No	Yes	Yes	N/A	N/A	No	Yes	Yes	Yes	N/A	N/A	N/A	N/A	N/A	Yes

Promotions-Reporting Period Beginning April 2016

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>6 - Administrative Support</b>																
Number Applied	3	-	-	-	-	-	-	-	2	-	1	-	-	-	-	-
Total Promotions	2	-	-	-	-	-	-	-	1	-	1	-	-	-	-	-
Selection Rate	66.7%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	50.0%	N/A	100.0%	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	50.0%	N/A	100.0%	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Yes	N/A	No	N/A	N/A	N/A	N/A	N/A
<b>7 - Skilled Craft</b>																
Number Applied	10	-	2	-	-	-	-	-	8	-	-	-	-	-	-	-
Total Promotions	1	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-
Selection Rate	10.0%	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	12.5%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	N/A	Yes	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>8 - Service-Maintenance</b>																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Promotions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Notes: Please refer to "Assessment of Employment Practices" page 19 for narrative.

Persons with Disabilities	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Promotions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Veterans	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Number Applied	3	-	-	-	-	-	1	-	2	-	-	-	-	-	-	-
Total Promotions	3	-	-	-	-	-	1	-	2	-	-	-	-	-	-	-
Selection Rate	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Notes:

## Training-Reporting Period Beginning April 2016

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>1 - Officials &amp; Administrators</b>																
Total Workforce	9	3	7	1	-	-	-	-	2	1	-	-	-	-	-	1
Total Trained	8	2	6	1	-	-	-	-	2	-	-	-	-	-	-	1
Training Rate	88.9%	66.7%	85.7%	100.0%	N/A	N/A	N/A	N/A	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Ratio to Highest Rate	100.0%	75.0%	85.7%	100.0%	N/A	N/A	N/A	N/A	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	Yes	No	No	N/A	N/A	N/A	N/A	No	Yes	N/A	N/A	N/A	N/A	N/A	No
<b>2 - Professionals</b>																
Total Workforce	12	1	8	1	-	-	-	-	4	-	-	-	-	-	-	-
Total Trained	6	1	5	1	-	-	-	-	1	-	-	-	-	-	-	-
Training Rate	50.0%	100.0%	62.5%	100.0%	N/A	N/A	N/A	N/A	25.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	50.0%	100.0%	62.5%	100.0%	N/A	N/A	N/A	N/A	25.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	Yes	No	Yes	No	N/A	N/A	N/A	N/A	Yes	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>3 - Technicians</b>																
Total Workforce	3	1	2	-	-	-	-	-	1	1	-	-	-	-	-	-
Total Trained	1	1	1	-	-	-	-	-	-	1	-	-	-	-	-	-
Training Rate	33.3%	100.0%	50.0%	N/A	N/A	N/A	N/A	N/A	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	33.3%	100.0%	50.0%	N/A	N/A	N/A	N/A	N/A	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	Yes	No	Yes	N/A	N/A	N/A	N/A	N/A	Yes	No	N/A	N/A	N/A	N/A	N/A	N/A
<b>4 - Protective Service</b>																
Total Workforce	4	-	-	-	-	-	-	-	4	-	-	-	-	-	-	-
Total Trained	3	-	-	-	-	-	-	-	3	-	-	-	-	-	-	-
Training Rate	75.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	75.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>5 - Paraprofessional</b>																
Total Workforce	16	3	4	1	-	-	-	1	1	11	1	-	-	-	-	-
Total Trained	11	-	3	-	-	-	-	-	-	8	-	-	-	-	-	-
Training Rate	68.8%	0.0%	75.0%	0.0%	N/A	N/A	0.0%	0.0%	72.7%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	NA	100.0%	0.0%	N/A	N/A	0.0%	0.0%	97.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	Yes	N/A	N/A	Yes	Yes	No	Yes	N/A	N/A	N/A	N/A	N/A	N/A

**Training-Reporting Period Beginning April 2016**

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>6 - Administrative Support</b>																
Total Workforce	11	28	4	8	-	-	2	2	4	16	1	2	-	-	-	-
Total Trained	6	17	2	7	-	-	-	1	3	7	1	2	-	-	-	-
Training Rate	54.5%	60.7%	50.0%	87.5%	N/A	N/A	0.0%	50.0%	75.0%	43.8%	100.0%	100.0%	N/A	N/A	N/A	N/A
Ratio to Highest Rate	89.8%	100.0%	50.0%	87.5%	N/A	N/A	0.0%	50.0%	75.0%	43.8%	100.0%	100.0%	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	No	N/A	N/A	Yes	Yes	Yes	Yes	No	No	N/A	N/A	N/A	N/A
<b>7 - Skilled Craft</b>																
Total Workforce	27	1	3	-	-	-	5	1	19	-	-	-	-	-	-	-
Total Trained	2	-	-	-	-	-	1	-	1	-	-	-	-	-	-	-
Training Rate	7.4%	0.0%	0.0%	N/A	N/A	N/A	20.0%	0.0%	5.3%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	NA	0.0%	N/A	N/A	N/A	100.0%	0.0%	26.3%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	N/A	N/A	N/A	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>8 - Service Maintenance</b>																
Total Workforce	163	50	34	8	-	1	15	8	108	31	4	-	-	-	2	2
Total Trained	25	7	5	2	-	-	1	1	18	3	1	-	-	-	-	1
Training Rate	15.3%	14.0%	14.7%	25.0%	N/A	N/A	6.7%	12.5%	16.7%	9.7%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	91.3%	58.8%	100.0%	N/A	N/A	26.7%	50.0%	66.7%	38.7%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	No	N/A	N/A	Yes	Yes	Yes	Yes	N/A	N/A	N/A	N/A	N/A	N/A

Notes: Please refer to "Assessment of Employment Practices" page 19 for narrative.

### Terminations-Reporting Period Beginning April 2016

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>1 - Officials &amp; Administrators</b>																
Total Workforce	9	3	7	1			-	-	2	1	-	-	-	-	-	1
Total Involuntary Terminations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	No	N/A	N/A	N/A	N/A	N/A	No
<b>2 - Professionals</b>																
Total Workforce	12	1	8	1			-	-	4	-	-	-	-	-	-	-
Total Involuntary Terminations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>3 - Technicians</b>																
Total Workforce	3	1	2				-	-	1	1	-	-	-	-	-	-
Total Involuntary Terminations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	N/A	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<b>4 - Protective Service</b>																
Total Workforce	4	-					-	-	4	-	-	-	-	-	-	-
Total Involuntary Terminations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>5 - Paraprofessional</b>																
Total Workforce	16	3	4	1			1	1	11	1	-	-	-	-	-	-
Total Involuntary Terminations	1	1					1	-	-	1	-	-	-	-	-	-
Involuntary Termination Rate	6.3%	33.3%	0.0%	0.0%	N/A	N/A	100.0%	0.0%	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	18.8%	100.0%	100.0%	N/A	N/A	0.0%	100.0%	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	Yes	No	No	N/A	N/A	Yes	No	No	Yes	N/A	N/A	N/A	N/A	N/A	N/A

**Terminations-Reporting Period Beginning April 2016**

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>6 - Administrative Support</b>																
Total Workforce	11	28	4	8			2	2	4	16	1	2	-	-	-	-
Total Involuntary Terminations	-	1					-	-	-	1	-	-	-	-	-	-
Involuntary Termination Rate	0.0%	3.6%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	6.3%	0.0%	0.0%	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	0.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	0.0%	100.0%	100.0%	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	No	No	N/A	N/A	N/A	N/A
<b>7 - Skilled Craft</b>																
Total Workforce	27	1	3				5	1	19	-	-	-	-	-	-	-
Total Involuntary Terminations	-	-					-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>8 - Service-Maintenance</b>																
Total Workforce	163	50	34	8		1	15	8	108	31	4	-	-	-	2	2
Total Involuntary Terminations	2	-	1				1	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	1.2%	0.0%	2.9%	0.0%	N/A	N/A	6.7%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	0.0%	100.0%	0.0%	100.0%	N/A	N/A	0.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A

Notes: Please refer to "Assessment of Employment Practices" page 19 for narrative.







### Discipline-Reporting Period Beginning April 2016

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>7 - Skilled Craft</b>																
Total Workforce	27	1	3				5	1	19							
<b>Verbal</b>	9	1						1	9							
Discipline Rate	33.3%	100.0%	0.0%	N/A	N/A	N/A	0.0%	100.0%	47.4%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	33.3%	100.0%	N/A	N/A	N/A	100.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Written</b>	5	-	1						4							
Discipline Rate	18.5%	0.0%	33.3%	N/A	N/A	N/A	0.0%	0.0%	21.1%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	0.0%	100.0%	0.0%	N/A	N/A	N/A	100.0%	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	N/A	N/A	N/A	No	No	Yes	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Suspension</b>	2	-							2							
Discipline Rate	7.4%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	10.5%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	0.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>&lt;Enter Discipline Type&gt;</b>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>&lt;Enter Discipline Type&gt;</b>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>&lt;Enter Discipline Type&gt;</b>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>8 - Service-Maintenance</b>																
Total Workforce	163	50	34	8		1	15	8	108	31	4				2	2
<b>Verbal</b>	6	2	1				1	1	4	1						
Discipline Rate	3.7%	4.0%	2.9%	0.0%	N/A	N/A	6.7%	12.5%	3.7%	3.2%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	92.0%	0.0%	100.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<b>Written</b>	2	1							2	1						
Discipline Rate	1.2%	2.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	1.9%	3.2%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	61.3%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<b>Suspension</b>	3	2	1						2	2						
Discipline Rate	1.8%	4.0%	2.9%	0.0%	N/A	N/A	0.0%	0.0%	1.9%	6.5%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	46.0%	0.0%	100.0%	N/A	N/A	100.0%	100.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<b>&lt;Enter Discipline Type&gt;</b>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<b>&lt;Enter Discipline Type&gt;</b>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<b>&lt;Enter Discipline Type&gt;</b>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A

Notes: Please refer to "Assessment of Employment Practices" page 19 for narrative.

## Hires-Reporting Period Beginning April 2017

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>1 - Officials &amp; Administrators</b>																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>2 - Professionals</b>																
Number Applied	1	1	-	-	-	-	-	-	1	1	-	-	-	-	-	-
Total Hires	-	1	-	-	-	-	-	-	-	1	-	-	-	-	-	-
Selection Rate	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	NA	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	N/A	N/A	N/A	N/A	N/A	N/A	Yes	No	N/A	N/A	N/A	N/A	N/A	N/A
<b>3 - Technicians</b>																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>4 - Protective Service</b>																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>5 - Paraprofessional</b>																
Number Applied	23	3	8	-	-	-	1	-	11	3	1	-	-	-	2	-
Total Hires	2	-	1	-	-	-	-	-	1	-	-	-	-	-	-	-
Selection Rate	8.7%	0.0%	12.5%	N/A	N/A	N/A	0.0%	N/A	9.1%	0.0%	0.0%	N/A	N/A	N/A	0.0%	N/A
Ratio to Highest Rate	100.0%	NA	100.0%	N/A	N/A	N/A	0.0%	N/A	72.7%	0.0%	0.0%	N/A	N/A	N/A	0.0%	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	Yes	N/A	Yes	Yes	Yes	N/A	N/A	N/A	Yes	N/A

Hires-Reporting Period Beginning April 2017

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>6 - Administrative Support</b>																
Number Applied	53	80	10	21			3	8	40	40	-	4	-	-	-	7
Total Hires	4	9	1	4	-	-	1	-	2	5	-	-	-	-	-	-
Selection Rate	7.5%	11.3%	10.0%	19.0%	N/A	N/A	33.3%	0.0%	5.0%	12.5%	N/A	0.0%	N/A	N/A	N/A	0.0%
Ratio to Highest Rate	67.1%	100.0%	30.0%	57.1%	N/A	N/A	100.0%	0.0%	15.0%	37.5%	N/A	0.0%	N/A	N/A	N/A	0.0%
Potential Adverse Impact (Yes/No)	Yes	No	Yes	Yes	N/A	N/A	No	Yes	Yes	Yes	N/A	Yes	N/A	N/A	N/A	Yes
<b>7 - Skilled Craft</b>																
Number Applied	90	8	10	-	-	-	10	-	68	8	1	-	-	-	1	-
Total Hires	3	-	-	-	-	-	-	-	3	-	-	-	-	-	-	-
Selection Rate	3.3%	0.0%	0.0%	N/A	N/A	N/A	0.0%	N/A	4.4%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	NA	0.0%	N/A	N/A	N/A	0.0%	N/A	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	N/A	N/A	N/A	Yes	N/A	No	Yes	N/A	N/A	N/A	N/A	N/A	N/A
<b>8 - Service-Maintenance</b>																
Number Applied	168	77	29	12	2	-	23	12	102	42	2	-	-	-	10	11
Total Hires	23	7	4	-	-	-	1	-	18	7	-	-	-	-	-	-
Selection Rate	13.7%	9.1%	13.8%	0.0%	N/A	N/A	4.3%	0.0%	17.6%	16.7%	N/A	N/A	N/A	N/A	0.0%	0.0%
Ratio to Highest Rate	100.0%	66.4%	78.2%	0.0%	N/A	N/A	24.6%	0.0%	100.0%	94.4%	N/A	N/A	N/A	N/A	0.0%	0.0%
Potential Adverse Impact (Yes/No)	No	Yes	Yes	Yes	N/A	N/A	Yes	Yes	No	No	N/A	N/A	N/A	N/A	Yes	Yes

Notes: Please refer to "Assessment of Employment Practices" page 19 for narrative.

Persons with Disabilities	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Veterans</b>																
Number Applied	23	4	6	3	-	-	6	-	10	1	-	-	-	-	1	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A

Notes:

Promotions-Reporting Period Beginning April 2017

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>1 - Officials &amp; Administrators</b>																
Number Applied	-	1				-	-	-	-	-	-	-	-	-	-	-
Total Promotions	-	1				-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A
<b>2 - Professionals</b>																
Number Applied	1	1		1	-	-	-	-	-	-	1	-	-	-	-	-
Total Promotions	1	1	-	1	-	-	-	-	-	-	1	-	-	-	-	-
Selection Rate	100.0%	100.0%	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	100.0%	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A
<b>3 - Technicians</b>																
Number Applied	2	-	-	-	-	-	-	-	2	-	-	-	-	-	-	-
Total Promotions	1	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-
Selection Rate	50.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	50.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>4 - Protective Service</b>																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Promotions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>5 - Paraprofessional</b>																
Number Applied	27	3	8	1	-	-	3	-	14	2	1	-	-	-	1	-
Total Promotions	1	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-
Selection Rate	3.7%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	N/A	7.1%	0.0%	0.0%	N/A	N/A	N/A	0.0%	N/A
Ratio to Highest Rate	100.0%	NA	0.0%	0.0%	N/A	N/A	0.0%	N/A	100.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	Yes	N/A	N/A	Yes	N/A	No	Yes	Yes	N/A	N/A	N/A	Yes	N/A

**Promotions-Reporting Period Beginning April 2017**

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>6 - Administrative Support</b>																
Number Applied	-	3	-	-	-	-	-	1	-	1	-	-	-	-	-	1
Total Promotions	-	3	-	-	-	-	-	1	-	1	-	-	-	-	-	1
Selection Rate	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Ratio to Highest Rate	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	N/A	No	N/A	N/A	N/A	N/A	N/A	No	N/A	No	N/A	N/A	N/A	N/A	N/A	No
<b>7 - Skilled Craft</b>																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Promotions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>8 - Service-Maintenance</b>																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Promotions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Notes: Please refer to "Assessment of Employment Practices" page 19 for narrative.

Persons with Disabilities	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Promotions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Veterans	Total		W		AI/AN		B		H/L		A		NHOPI		M	
Number Applied	1	1	1	-	-	-	-	-	-	1	-	-	-	-	-	-
Total Promotions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A

Notes:

**Training-Reporting Period Beginning April 2017**

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>1 - Officials &amp; Administrators</b>																
Total Workforce	9	3	7	2	-	-	-	-	2	-	-	-	-	-	-	1
Total Trained	6	2	5	1	-	-	-	-	1	-	-	-	-	-	-	1
Training Rate	66.7%	66.7%	71.4%	50.0%	N/A	N/A	N/A	N/A	50.0%	N/A	N/A	N/A	N/A	N/A	N/A	100.0%
Ratio to Highest Rate	100.0%	100.0%	71.4%	50.0%	N/A	N/A	N/A	N/A	50.0%	N/A	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	Yes	Yes	N/A	N/A	N/A	N/A	Yes	N/A	N/A	N/A	N/A	N/A	N/A	No
<b>2 - Professionals</b>																
Total Workforce	11	3	7	2	-	-	-	-	4	1	-	-	-	-	-	-
Total Trained	10	3	7	2	-	-	-	-	3	1	-	-	-	-	-	-
Training Rate	90.9%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	75.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	90.9%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	75.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	Yes	No	N/A	N/A	N/A	N/A	N/A	N/A
<b>3 - Technicians</b>																
Total Workforce	3	1	2	-	-	-	-	-	1	1	-	-	-	-	-	-
Total Trained	3	1	2	-	-	-	-	-	1	1	-	-	-	-	-	-
Training Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	N/A	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<b>4 - Protective Service</b>																
Total Workforce	4	-	-	-	-	-	-	-	4	-	-	-	-	-	-	-
Total Trained	3	-	-	-	-	-	-	-	3	-	-	-	-	-	-	-
Training Rate	75.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	75.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>5 - Paraprofessional</b>																
Total Workforce	17	3	4	1	-	-	-	1	1	12	1	-	-	-	-	-
Total Trained	16	2	3	1	-	-	-	1	-	12	1	-	-	-	-	-
Training Rate	94.1%	66.7%	75.0%	100.0%	N/A	N/A	100.0%	0.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	70.8%	75.0%	100.0%	N/A	N/A	100.0%	0.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	Yes	Yes	No	N/A	N/A	No	Yes	No	No	N/A	N/A	N/A	N/A	N/A	N/A

**Training-Reporting Period Beginning April 2017**

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>6 - Administrative Support</b>																
Total Workforce	12	32	4	8	-	-	2	2	5	19	1	2	-	-	-	1
Total Trained	9	29	4	8	-	-	1	2	3	17	1	2	-	-	-	-
Training Rate	75.0%	90.6%	100.0%	100.0%	N/A	N/A	50.0%	100.0%	60.0%	89.5%	100.0%	100.0%	N/A	N/A	N/A	0.0%
Ratio to Highest Rate	82.8%	100.0%	100.0%	100.0%	N/A	N/A	50.0%	100.0%	60.0%	89.5%	100.0%	100.0%	N/A	N/A	N/A	0.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	Yes	No	Yes	No	No	No	N/A	N/A	N/A	Yes
<b>7 - Skilled Craft</b>																
Total Workforce	27	1	3	-	-	-	5	1	19	-	-	-	-	-	-	-
Total Trained	3	-	-	-	-	-	-	-	3	-	-	-	-	-	-	-
Training Rate	11.1%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	15.8%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	NA	0.0%	N/A	N/A	N/A	0.0%	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	N/A	N/A	N/A	Yes	Yes	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>8 -Service-Maintenance</b>																
Total Workforce	171	53	34	8	-	1	16	8	115	34	4	-	-	-	2	2
Total Trained	26	11	5	1	-	-	2	1	19	9	-	-	-	-	-	-
Training Rate	15.2%	20.8%	14.7%	12.5%	N/A	N/A	12.5%	12.5%	16.5%	26.5%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	73.3%	100.0%	55.6%	47.2%	N/A	N/A	47.2%	47.2%	62.4%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	Yes	No	Yes	Yes	N/A	N/A	Yes	Yes	Yes	No	N/A	N/A	N/A	N/A	N/A	N/A

Notes: Please refer to "Assessment of Employment Practices" page 19 for narrative.

**Terminations-Reporting Period Beginning April 2017**

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>1 - Officials &amp; Administrators</b>																
Total Workforce	9	3	7	2			-	-	2		-	-	-	-	-	1
Total Involuntary Terminations	1	-	1				-	-	-		-	-	-	-	-	-
Involuntary Termination Rate	11.1%	0.0%	14.3%	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	0.0%	100.0%	0.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	No
<b>2 - Professionals</b>																
Total Workforce	11	3	7	2			-	-	4	1	-	-	-	-	-	-
Total Involuntary Terminations	1	1		1			-	-	1		-	-	-	-	-	-
Involuntary Termination Rate	9.1%	33.3%	0.0%	50.0%	N/A	N/A	N/A	N/A	25.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	27.3%	100.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	Yes	No	Yes	N/A	N/A	N/A	N/A	Yes	No	N/A	N/A	N/A	N/A	N/A	N/A
<b>3 - Technicians</b>																
Total Workforce	3	1	2				-	-	1	1	-	-	-	-	-	-
Total Involuntary Terminations	-	-					-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	N/A	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<b>4 - Protective Service</b>																
Total Workforce	4	-					-	-	4	-	-	-	-	-	-	-
Total Involuntary Terminations	-	-					-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>5 - Paraprofessional</b>																
Total Workforce	17	3	4	1			1	1	12	1	-	-	-	-	-	-
Total Involuntary Terminations	-	-					-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A

**Terminations-Reporting Period Beginning April 2017**

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>6 - Administrative Support</b>																
Total Workforce	12	32	4	8			2	2	5	19	1	2	-	-	-	1
Total Involuntary Terminations	2	1		1			1	-	1	-	-	-	-	-	-	-
Involuntary Termination Rate	16.7%	3.1%	0.0%	12.5%	N/A	N/A	50.0%	0.0%	20.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	18.8%	100.0%	100.0%	0.0%	N/A	N/A	0.0%	100.0%	0.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	Yes	No	No	No	No	No	N/A	N/A	N/A	No
<b>7 - Skilled Craft</b>																
Total Workforce	27	1	3				5	1	19	-	-	-	-	-	-	-
Total Involuntary Terminations	-	-					-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>8 - Service-Maintenance</b>																
Total Workforce	171	53	34	8		1	16	8	115	34	4	-	-	-	2	2
Total Involuntary Terminations	7	2	3				-	-	4	2	-	-	-	-	-	-
Involuntary Termination Rate	4.1%	3.8%	8.8%	0.0%	N/A	N/A	0.0%	0.0%	3.5%	5.9%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	92.2%	100.0%	0.0%	100.0%	N/A	N/A	100.0%	100.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A

Notes: Please refer to "Assessment of Employment Practices" page 19 for narrative.

### Discipline-Reporting Period Beginning April 2017

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>1 - Officials &amp; Administrators</b>																
Total Workforce	9	3	7	2					2							1
Demotion	1	-	1													
Discipline Rate	11.1%	0.0%	14.3%	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	0.0%	100.0%	0.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>2 - Professionals</b>																
Total Workforce	11	3	7	2					4	1						
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-



### Discipline-Reporting Period Beginning April 2017

Job Category (Use EEO-4)	Total		W		A/I/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>5 - Paraprofessional</b>																
Total Workforce	17	3	4	1			1	1	12	1						
Verbal	1	-	1													
Discipline Rate	5.9%	0.0%	25.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	0.0%	100.0%	0.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
<b>6 - Administrative Support</b>																
Total Workforce	12	32	4	8			2	2	5	19	1	2				1
Verbal	-	1								1						
Discipline Rate	0.0%	3.1%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	5.3%	0.0%	0.0%	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	0.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	0.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	No	No	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	No	No	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	No	No	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	No	No	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	No	No	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-														

### Discipline-Reporting Period Beginning April 2017

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>7 - Skilled Craft</b>																
Total Workforce	27	1	3				5	1	19							
<b>Verbal</b>	5	-							5							
Discipline Rate	18.5%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	26.3%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	0.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	Yes	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Written</b>	1	1						1	1							
Discipline Rate	3.7%	100.0%	0.0%	N/A	N/A	N/A	0.0%	100.0%	5.3%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	3.7%	100.0%	N/A	N/A	N/A	100.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	Yes	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Suspension</b>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>8 - Service-Maintenance</b>																
Total Workforce	171	53	34	8		1	16	8	115	34	4				2	2
<b>Verbal</b>	9	-	2						7							
Discipline Rate	5.3%	0.0%	5.9%	0.0%	N/A	N/A	0.0%	0.0%	6.1%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	0.0%	100.0%	0.0%	100.0%	N/A	N/A	100.0%	100.0%	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<b>Written</b>	1	-							1							
Discipline Rate	0.6%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.9%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	0.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<b>Suspension</b>	4	3	1						3	3						
Discipline Rate	2.3%	5.7%	2.9%	0.0%	N/A	N/A	0.0%	0.0%	2.6%	8.8%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	41.3%	0.0%	100.0%	N/A	N/A	100.0%	100.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A

Notes: Please refer to "Assessment of Employment Practices" page 19 for narrative.

### Hires-Reporting Period Beginning April 2018

Job Category (Use EEO-4)	Total		W		A/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>1 - Officials &amp; Administrators</b>																
Number Applied	-	-														
Total Hires	-	-														
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>2 - Professionals</b>																
Number Applied	2	-	-	-	-	-	-	-	2	-	-	-	-	-	-	-
Total Hires	1	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-
Selection Rate	50.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	50.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>3 - Technicians</b>																
Number Applied	10	3	2	-	-	-	2	-	3	2	2	-	-	-	1	1
Total Hires	1	-	-	-	-	-	1	-	-	-	-	-	-	-	-	-
Selection Rate	10.0%	0.0%	0.0%	N/A	N/A	N/A	50.0%	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%
Ratio to Highest Rate	100.0%	NA	0.0%	N/A	N/A	N/A	100.0%	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%
Potential Adverse Impact (Yes/No)	No	No	Yes	N/A	N/A	N/A	No	N/A	Yes	Yes	Yes	N/A	N/A	N/A	Yes	Yes
<b>4 - Protective Service</b>																
Number Applied	18	4	7	-	-	-	3	-	8	3	-	-	-	-	-	1
Total Hires	1	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-
Selection Rate	5.6%	0.0%	0.0%	N/A	N/A	N/A	0.0%	N/A	12.5%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Highest Rate	100.0%	NA	0.0%	N/A	N/A	N/A	0.0%	N/A	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Potential Adverse Impact (Yes/No)	No	No	Yes	N/A	N/A	N/A	Yes	N/A	No	Yes	N/A	N/A	N/A	N/A	N/A	Yes
<b>5 - Paraprofessional</b>																
Number Applied	95	34	30	12	-	-	16	5	46	16	-	-	-	-	3	1
Total Hires	7	2	1	-	-	-	1	1	5	-	-	-	-	-	-	1
Selection Rate	7.4%	5.9%	3.3%	0.0%	N/A	N/A	6.3%	20.0%	10.9%	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A
Ratio to Highest Rate	100.0%	79.8%	16.7%	0.0%	N/A	N/A	31.3%	100.0%	54.3%	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A
Potential Adverse Impact (Yes/No)	No	Yes	Yes	Yes	N/A	N/A	Yes	No	Yes	Yes	N/A	N/A	N/A	N/A	Yes	N/A

### Hires-Reporting Period Beginning April 2018

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPi		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>6 - Administrative Support</b>																
Number Applied	55	109	11	17	-	-	6	11	33	71	1	2	-	-	4	8
Total Hires	4	9	2	1	-	-	-	-	1	6	1	1	-	-	-	1
Selection Rate	7.3%	8.3%	18.2%	5.9%	N/A	N/A	0.0%	0.0%	3.0%	8.5%	N/A	N/A	N/A	N/A	0.0%	12.5%
Ratio to Highest Rate	88.1%	100.0%	100.0%	32.4%	N/A	N/A	0.0%	0.0%	16.7%	46.5%	N/A	N/A	N/A	N/A	0.0%	68.8%
Potential Adverse Impact (Yes/No)	No	No	No	Yes	N/A	N/A	Yes	Yes	Yes	Yes	N/A	N/A	N/A	N/A	Yes	Yes
<b>7 - Skilled Craft</b>																
Number Applied	23	2	3	-	-	-	3	-	15	2	-	-	-	-	2	-
Total Hires	2	-	-	-	-	-	-	-	2	-	-	-	-	-	-	-
Selection Rate	8.7%	0.0%	0.0%	N/A	N/A	N/A	0.0%	N/A	13.3%	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A
Ratio to Highest Rate	100.0%	NA	0.0%	N/A	N/A	N/A	0.0%	N/A	100.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	N/A	N/A	N/A	Yes	N/A	No	Yes	N/A	N/A	N/A	N/A	Yes	N/A
<b>8 - Service-Maintenance</b>																
Number Applied	352	101	68	18	1	-	40	23	225	48	6	1	1	-	11	11
Total Hires	20	10	2	1	-	-	4	3	14	6	-	-	-	-	-	-
Selection Rate	5.7%	9.9%	2.9%	5.6%	N/A	N/A	10.0%	13.0%	6.2%	12.5%	N/A	N/A	N/A	N/A	0.0%	0.0%
Ratio to Highest Rate	57.4%	100.0%	22.5%	42.6%	N/A	N/A	76.7%	100.0%	47.7%	95.8%	N/A	N/A	N/A	N/A	0.0%	0.0%
Potential Adverse Impact (Yes/No)	Yes	No	Yes	Yes	N/A	N/A	Yes	No	Yes	No	N/A	N/A	N/A	N/A	Yes	Yes

Notes: Please refer to "Assessment of Employment Practices" page 19 for narrative.

Persons with Disabilities	Total		W		AI/AN		B		H/L		A		NHOPi		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Number Applied	1	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Veterans	Total		W		AI/AN		B		H/L		A		NHOPi		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Number Applied	7	-	1	-	-	-	2	-	3	-	-	-	-	-	1	-
Total Hires	3	-	1	-	-	-	-	-	2	-	-	-	-	-	-	-
Selection Rate	42.9%	N/A	100.0%	N/A	N/A	N/A	0.0%	N/A	66.7%	N/A	N/A	N/A	N/A	N/A	0.0%	N/A

Notes:

Promotions-Reporting Period Beginning April 2018

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>1 - Officials &amp; Administrators</b>																
Number Applied	13	4	6	1	-	-	1	-	6	-	-	-	-	-	-	3
Total Promotions	3	1	2	-	-	-	-	-	1	-	-	-	-	-	-	1
Selection Rate	23.1%	25.0%	33.3%	0.0%	N/A	N/A	0.0%	N/A	16.7%	N/A	N/A	N/A	N/A	N/A	N/A	33.3%
Ratio to Highest Rate	92.3%	100.0%	100.0%	0.0%	N/A	N/A	0.0%	N/A	50.0%	N/A	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	Yes	N/A	N/A	Yes	N/A	Yes	N/A	N/A	N/A	N/A	N/A	N/A	No
<b>2 - Professionals</b>																
Number Applied	4	4	2	2	-	-	-	1	2	1	-	-	-	-	-	-
Total Promotions	1	1	-	1	-	-	-	-	1	-	-	-	-	-	-	-
Selection Rate	25.0%	25.0%	0.0%	50.0%	N/A	N/A	N/A	0.0%	50.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	100.0%	0.0%	100.0%	N/A	N/A	N/A	0.0%	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	No	N/A	N/A	N/A	Yes	No	Yes	N/A	N/A	N/A	N/A	N/A	N/A
<b>3 - Technicians</b>																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Promotions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>4 - Protective Service</b>																
Number Applied	11	1	3	-	-	-	1	-	7	1	-	-	-	-	-	-
Total Promotions	1	-	-	-	-	-	1	-	-	-	-	-	-	-	-	-
Selection Rate	9.1%	0.0%	0.0%	N/A	N/A	N/A	100.0%	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	NA	0.0%	N/A	N/A	N/A	100.0%	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	N/A	N/A	N/A	No	N/A	Yes	Yes	N/A	N/A	N/A	N/A	N/A	N/A
<b>5 - Paraprofessional</b>																
Number Applied	62	28	22	7	-	-	10	-	27	18	-	-	-	-	3	3
Total Promotions	4	4	1	-	-	-	-	-	3	3	-	-	-	-	-	1
Selection Rate	6.5%	14.3%	4.5%	0.0%	N/A	N/A	0.0%	N/A	11.1%	16.7%	N/A	N/A	N/A	N/A	0.0%	33.3%
Ratio to Highest Rate	45.2%	100.0%	13.6%	0.0%	N/A	N/A	0.0%	N/A	33.3%	50.0%	N/A	N/A	N/A	N/A	0.0%	100.0%
Potential Adverse Impact (Yes/No)	Yes	No	Yes	Yes	N/A	N/A	Yes	N/A	Yes	Yes	N/A	N/A	N/A	N/A	Yes	No

**Promotions-Reporting Period Beginning April 2018**

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>6 - Administrative Support</b>																
Number Applied	1	6	1	3	-	-	-	-	-	2	-	-	-	-	-	1
Total Promotions	-	4	-	1	-	-	-	-	-	2	-	-	-	-	-	1
Selection Rate	0.0%	66.7%	0.0%	33.3%	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Ratio to Highest Rate	NA	100.0%	0.0%	33.3%	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	No
<b>7 - Skilled Craft</b>																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Promotions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>8 - Service-Maintenance</b>																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Promotions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Notes: Please refer to "Assessment of Employment Practices" page 19 for narrative.

Persons with Disabilities	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Number Applied	1	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Promotions	1	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	100.0%	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Veterans</b>	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Number Applied	2	-	1	-	-	-	-	-	1	-	-	-	-	-	-	-
Total Promotions	1	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-
Selection Rate	50.0%	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Notes:

### Training-Reporting Period Beginning April 2018

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>1 - Officials &amp; Administrators</b>																
Total Workforce	8	3	6	2	-	-	-	-	2	-	-	-	-	-	-	1
Total Trained	6	2	4	1	-	-	-	-	2	-	-	-	-	-	-	1
Training Rate	75.0%	66.7%	66.7%	50.0%	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	100.0%
Ratio to Highest Rate	100.0%	88.9%	66.7%	50.0%	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	Yes	Yes	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	No
<b>2 - Professionals</b>																
Total Workforce	13	2	8	1	-	-	-	-	5	1	-	-	-	-	-	-
Total Trained	11	2	7	1	-	-	-	-	4	1	-	-	-	-	-	-
Training Rate	84.6%	100.0%	87.5%	100.0%	N/A	N/A	N/A	N/A	80.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	84.6%	100.0%	87.5%	100.0%	N/A	N/A	N/A	N/A	80.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<b>3 - Technicians</b>																
Total Workforce	4	1	2	-	-	-	-	1	1	1	-	-	-	-	-	-
Total Trained	4	1	2	-	-	-	-	1	1	1	-	-	-	-	-	-
Training Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<b>4 - Protective Service</b>																
Total Workforce	5	-	-	-	-	-	-	-	5	-	-	-	-	-	-	-
Total Trained	3	-	-	-	-	-	-	-	3	-	-	-	-	-	-	-
Training Rate	60.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	60.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>5 - Paraprofessional</b>																
Total Workforce	17	5	4	1	-	-	2	2	11	1	-	-	-	-	-	1
Total Trained	15	4	4	1	-	-	2	1	9	1	-	-	-	-	-	1
Training Rate	88.2%	80.0%	100.0%	100.0%	N/A	N/A	100.0%	50.0%	81.8%	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Ratio to Highest Rate	100.0%	90.7%	100.0%	100.0%	N/A	N/A	100.0%	50.0%	81.8%	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	Yes	No	No	N/A	N/A	N/A	N/A	N/A	No

### Training-Reporting Period Beginning April 2018

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>6 - Administrative Support</b>																
Total Workforce	15	36	7	8	-	-	1	1	5	23	2	3	-	-	-	1
Total Trained	10	30	4	7	-	-	-	1	5	18	1	3	-	-	-	1
Training Rate	66.7%	83.3%	57.1%	87.5%	N/A	N/A	N/A	N/A	100.0%	78.3%	50.0%	100.0%	N/A	N/A	N/A	N/A
Ratio to Highest Rate	80.0%	100.0%	57.1%	87.5%	N/A	N/A	N/A	N/A	100.0%	78.3%	50.0%	100.0%	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	No	N/A	N/A	N/A	N/A	No	Yes	Yes	No	N/A	N/A	N/A	N/A
<b>7 - Skilled Craft</b>																
Total Workforce	28	1	3	-	-	-	5	1	20	-	-	-	-	-	-	-
Total Trained	4	-	1	-	-	-	-	-	3	-	-	-	-	-	-	-
Training Rate	14.3%	0.0%	33.3%	N/A	N/A	N/A	0.0%	0.0%	15.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	NA	100.0%	N/A	N/A	N/A	0.0%	0.0%	45.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	Yes	Yes	Yes	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>8 - Service-Maintenance</b>																
Total Workforce	175	58	31	9	-	1	19	11	119	36	4	-	-	-	2	1
Total Trained	33	14	5	4	-	-	5	3	22	7	-	-	-	-	1	-
Training Rate	18.9%	24.1%	16.1%	44.4%	N/A	N/A	26.3%	27.3%	18.5%	19.4%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	78.1%	100.0%	36.3%	100.0%	N/A	N/A	59.2%	61.4%	41.6%	43.8%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	Yes	No	Yes	No	N/A	N/A	Yes	Yes	Yes	Yes	N/A	N/A	N/A	N/A	N/A	N/A

Notes: Please refer to "Assessment of Employment Practices" page 19 for narrative.

Terminations-Reporting Period Beginning April 2018

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>1 - Officials &amp; Administrators</b>																
Total Workforce	8	3	6	2					2							1
Total Involuntary Terminations	-	-														
Involuntary Termination Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	No
<b>2 - Professionals</b>																
Total Workforce	13	2	8	1					5	1						
Total Involuntary Terminations	-	-														
Involuntary Termination Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<b>3 - Technicians</b>																
Total Workforce	4	1	2					1		1	1					
Total Involuntary Terminations	1	-						1								
Involuntary Termination Rate	25.0%	0.0%	0.0%	N/A	N/A	N/A	100.0%	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	0.0%	100.0%	100.0%	N/A	N/A	N/A	0.0%	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	Yes	No	No	N/A	N/A	N/A	Yes	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<b>4 - Protective Service</b>																
Total Workforce	5	-							5							
Total Involuntary Terminations	-	-														
Involuntary Termination Rate	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>5 - Paraprofessional</b>																
Total Workforce	17	5	4	1				2	2	11	1					1
Total Involuntary Terminations	-	-														
Involuntary Termination Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	No

### Terminations-Reporting Period Beginning April 2018

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NH/PI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>6 - Administrative Support</b>																
Total Workforce	15	36	7	8			1	1	5	23	2	3	-	-	-	1
Total Involuntary Terminations	2	1	2				-	-	-	1	-	-	-	-	-	-
Involuntary Termination Rate	13.3%	2.8%	28.6%	0.0%	N/A	N/A	N/A	N/A	0.0%	4.3%	0.0%	0.0%	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	20.8%	100.0%	0.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	0.0%	100.0%	100.0%	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	No	N/A	N/A	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A
<b>7 - Skilled Craft</b>																
Total Workforce	28	1	3				5	1	20	-	-	-	-	-	-	-
Total Involuntary Terminations	-	-					-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>8 - Service-Maintenance</b>																
Total Workforce	175	58	31	9		1	19	11	119	36	4	-	-	-	2	1
Total Involuntary Terminations	7	-	2				1	-	4	-	-	-	-	-	-	-
Involuntary Termination Rate	4.0%	0.0%	6.5%	0.0%	N/A	N/A	5.3%	0.0%	3.4%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	0.0%	100.0%	0.0%	100.0%	N/A	N/A	0.0%	100.0%	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A

Notes: Please refer to "Assessment of Employment Practices" page 19 for narrative.

### Discipline-Reporting Period Beginning April 2018

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>1 - Officials &amp; Administrators</b>																
Total Workforce	8	3	6	2					2							1
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	No
<b>2 - Professionals</b>																
Total Workforce	13	2	8	1					5	1						
Verbal	1	-	1													
Discipline Rate	7.7%	0.0%	12.5%	0.0%	N/A	N/A	N/A	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	0.0%	100.0%	0.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
Personal Improvement Plan	2	-	2													
Discipline Rate	15.4%	0.0%	25.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	0.0%	100.0%	0.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	No	N/A	N/A	N/A	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
Demotion	-	1		1												
Discipline Rate	0.0%	50.0%	0.0%	100.0%	N/A	N/A	N/A	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	0.0%	100.0%	0.0%	N/A	N/A	N/A	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	Yes	No	Yes	N/A	N/A	N/A	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A

### Discipline-Reporting Period Beginning April 2018

<b>3 - Technicians</b>																
Total Workforce	4	1	2					1		1	1	-	-	-	-	-
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Discipline Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Discipline Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Discipline Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Discipline Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Discipline Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	N/A	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>4 - Protective Service</b>																
Total Workforce	5	-	-	-	-	-	-	-	5	-	-	-	-	-	-	-
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Discipline Rate	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Discipline Rate	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Discipline Rate	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Discipline Rate	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

### Discipline-Reporting Period Beginning April 2018

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>5 - Paraprofessional</b>																
Total Workforce	17	5	4	1			2	2	11	1						1
Verbal	4	-	3						1							
Discipline Rate	23.5%	0.0%	75.0%	0.0%	N/A	N/A	0.0%	0.0%	9.1%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	0.0%	100.0%	0.0%	100.0%	N/A	N/A	100.0%	100.0%	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	Yes	No	Yes	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	No
Written	3	-	2						1							
Discipline Rate	17.6%	0.0%	50.0%	0.0%	N/A	N/A	0.0%	0.0%	9.1%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	0.0%	100.0%	0.0%	100.0%	N/A	N/A	100.0%	100.0%	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	Yes	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	No
<b>6 - Administrative Support</b>																
Total Workforce	15	36	7	8			1	1	5	23	2	3				1
Verbal	1	1		1			1									
Discipline Rate	6.7%	2.8%	0.0%	12.5%	N/A	N/A	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	41.7%	100.0%	100.0%	0.0%	N/A	N/A	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A
Written	-	1		1												
Discipline Rate	0.0%	2.8%	0.0%	12.5%	N/A	N/A	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	0.0%	100.0%	0.0%	N/A	N/A	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A
Suspension	-	1								1						
Discipline Rate	0.0%	2.8%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	4.3%	0.0%	0.0%	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	0.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	0.0%	100.0%	100.0%	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A
Demotion	1	-							1							
Discipline Rate	6.7%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	20.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	0.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	0.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A

### Discipline-Reporting Period Beginning April 2018

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>7 - Skilled Craft</b>																
Total Workforce	28	1	3				5	1	20							
Verbal	12	1	1				3	1	8							
Discipline Rate	42.9%	100.0%	33.3%	N/A	N/A	N/A	60.0%	100.0%	40.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	42.9%	100.0%	N/A	N/A	N/A	55.6%	33.3%	83.3%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	Yes	Yes	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Written	2	-	-				-	-	2							
Discipline Rate	7.1%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	10.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	0.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Suspension	3	-	-				-	-	3							
Discipline Rate	10.7%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	15.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	0.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-	-				-	-	-							
Discipline Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-	-				-	-	-							
Discipline Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-	-				-	-	-							
Discipline Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>8 - Service-Maintenance</b>																
Total Workforce	175	58	31	9		1	19	11	119	36	4				2	1
Verbal	79	29	9	2			8	7	58	20					4	
Discipline Rate	45.1%	50.0%	29.0%	22.2%	N/A	N/A	42.1%	63.6%	48.7%	55.6%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	90.3%	76.5%	100.0%	N/A	N/A	52.8%	34.9%	45.6%	40.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	Yes	Yes	Yes	Yes	N/A	N/A	N/A	N/A	N/A	N/A
Written	15	9	3	1				4	11	4	1					
Discipline Rate	8.6%	15.5%	9.7%	11.1%	N/A	N/A	0.0%	36.4%	9.2%	11.1%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	55.2%	0.0%	0.0%	N/A	N/A	100.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	Yes	No	No	N/A	N/A	N/A	N/A	N/A	N/A
Suspension	21	10	4				1	1	16	8						1
Discipline Rate	12.0%	17.2%	12.9%	0.0%	N/A	N/A	5.3%	9.1%	13.4%	22.2%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	69.6%	0.0%	100.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	Yes	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-	-				-	-	-	-						
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-	-				-	-	-	-						
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-	-				-	-	-	-						
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A

Notes: Please refer to "Assessment of Employment Practices" page 19 for narrative.

### Hires-Reporting Period Beginning April 2019

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>1 - Officials &amp; Administrators</b>																
Number Applied	9	9	6	2			1	1	2	4		1				1
Total Hires	2	1	2		-	-		1			-		-	-	-	-
Selection Rate	22.2%	11.1%	33.3%	0.0%	N/A	N/A	0.0%	100.0%	0.0%	0.0%	N/A	0.0%	N/A	N/A	N/A	0.0%
Ratio to Highest Rate	100.0%	50.0%	33.3%	0.0%	N/A	N/A	0.0%	100.0%	0.0%	0.0%	N/A	0.0%	N/A	N/A	N/A	0.0%
Potential Adverse Impact (Yes/No)	No	Yes	Yes	Yes	N/A	N/A	Yes	No	Yes	Yes	N/A	Yes	N/A	N/A	N/A	Yes
<b>2 - Professionals</b>																
Number Applied	98	55	42	16	-	-	4	8	41	24	4	2	-	-	7	5
Total Hires	6	2	2	1	-	-	-	-	3	1	-	-	-	-	1	-
Selection Rate	6.1%	3.6%	4.8%	6.3%	N/A	N/A	0.0%	0.0%	7.3%	4.2%	0.0%	N/A	N/A	N/A	14.3%	0.0%
Ratio to Highest Rate	100.0%	59.4%	33.3%	43.8%	N/A	N/A	0.0%	0.0%	51.2%	29.2%	0.0%	N/A	N/A	N/A	100.0%	0.0%
Potential Adverse Impact (Yes/No)	No	Yes	Yes	Yes	N/A	N/A	Yes	Yes	Yes	Yes	Yes	N/A	N/A	N/A	No	Yes
<b>3 - Technicians</b>																
Number Applied	50	4	19	-	-	-	8	1	15	3	5	-	-	-	3	-
Total Hires	2	-	1	-	-	-	-	-	1	-	-	-	-	-	-	-
Selection Rate	4.0%	0.0%	5.3%	N/A	N/A	N/A	0.0%	N/A	6.7%	0.0%	0.0%	N/A	N/A	N/A	0.0%	N/A
Ratio to Highest Rate	100.0%	NA	78.9%	N/A	N/A	N/A	0.0%	N/A	100.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	N/A	N/A	N/A	Yes	N/A	No	Yes	Yes	N/A	N/A	N/A	Yes	N/A
<b>4 - Protective Service</b>																
Number Applied	-	-														
Total Hires	-	-														
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>5 - Paraprofessional</b>																
Number Applied	20	3	4	-	-	-	3	-	13	3	-	-	-	-	-	-
Total Hires	1	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-
Selection Rate	5.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	N/A	7.7%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	NA	0.0%	N/A	N/A	N/A	0.0%	N/A	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	N/A	N/A	N/A	Yes	N/A	No	Yes	N/A	N/A	N/A	N/A	N/A	N/A

### Hires-Reporting Period Beginning April 2019

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>6 - Administrative Support</b>																
Number Applied	141	169	44	37	1	-	6	10	71	104	4	7	2	-	13	11
Total Hires	7	7	4	1	-	-	1	-	2	5	-	1	-	-	-	-
Selection Rate	5.0%	4.1%	9.1%	2.7%	N/A	N/A	N/A	0.0%	2.8%	4.8%	N/A	14.3%	N/A	N/A	0.0%	0.0%
Ratio to Highest Rate	100.0%	83.4%	63.6%	18.9%	N/A	N/A	N/A	0.0%	19.7%	33.7%	N/A	100.0%	N/A	N/A	0.0%	0.0%
Potential Adverse Impact (Yes/No)	No	No	Yes	Yes	N/A	N/A	N/A	Yes	Yes	Yes	N/A	No	N/A	N/A	Yes	Yes
<b>7 - Skilled Craft</b>																
Number Applied	10	1	1	-	-	-	-	-	9	1	-	-	-	-	-	-
Total Hires	2	-	-	-	-	-	-	-	2	-	-	-	-	-	-	-
Selection Rate	20.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	22.2%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	NA	0.0%	N/A	N/A	N/A	N/A	N/A	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	N/A	N/A	N/A	N/A	N/A	No	Yes	N/A	N/A	N/A	N/A	N/A	N/A
<b>8 - Service-Maintenance</b>																
Number Applied	143	41	26	5	2	-	6	7	96	24	8	1	-	-	5	4
Total Hires	22	6	3	1	-	-	1	2	16	3	2	-	-	-	-	-
Selection Rate	15.4%	14.6%	11.5%	20.0%	N/A	N/A	16.7%	28.6%	16.7%	12.5%	25.0%	N/A	N/A	N/A	0.0%	0.0%
Ratio to Highest Rate	100.0%	95.1%	40.4%	70.0%	N/A	N/A	58.3%	100.0%	58.3%	43.8%	87.5%	N/A	N/A	N/A	0.0%	0.0%
Potential Adverse Impact (Yes/No)	No	No	Yes	Yes	N/A	N/A	Yes	No	Yes	Yes	No	N/A	N/A	N/A	Yes	Yes

Notes: Please refer to "Assessment of Employment Practices" page 19 for narrative.

Persons with Disabilities	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Number Applied	3	2	2	-	1	-	-	-	-	2	-	-	-	-	-	-
Total Hires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	0.0%	0.0%	0.0%	N/A	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
<b>Veterans</b>																
Number Applied	11	2	4	1	-	-	1	-	6	-	-	1	-	-	-	-
Total Hires	2	1	-	-	-	-	-	-	2	-	-	1	-	-	-	-
Selection Rate	18.2%	50.0%	0.0%	0.0%	N/A	N/A	0.0%	N/A	33.3%	N/A	N/A	100.0%	N/A	N/A	N/A	N/A

Notes:

Promotions-Reporting Period Beginning April 2019

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>1 - Officials &amp; Administrators</b>																
Number Applied	6	3	3	2	-	-	-	-	3	1	-	-	-	-	-	-
Total Promotions	3	3	2	2	-	-	-	-	1	1	-	-	-	-	-	-
Selection Rate	50.0%	100.0%	66.7%	100.0%	N/A	N/A	N/A	N/A	33.3%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	50.0%	100.0%	66.7%	100.0%	N/A	N/A	N/A	N/A	33.3%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	Yes	No	Yes	No	N/A	N/A	N/A	N/A	Yes	No	N/A	N/A	N/A	N/A	N/A	N/A
<b>2 - Professionals</b>																
Number Applied	1	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-
Total Promotions	1	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-
Selection Rate	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>3 - Technicians</b>																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Promotions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>4 - Protective Service</b>																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Promotions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>5 - Paraprofessional</b>																
Number Applied	62	30	17	12	-	-	5	1	31	14	2	-	-	1	7	2
Total Promotions	4	-	1	-	-	-	-	-	2	-	-	-	-	-	1	-
Selection Rate	6.5%	0.0%	5.9%	0.0%	N/A	N/A	0.0%	N/A	6.5%	0.0%	0.0%	N/A	N/A	N/A	14.3%	0.0%
Ratio to Highest Rate	100.0%	NA	41.2%	0.0%	N/A	N/A	0.0%	N/A	45.2%	0.0%	0.0%	N/A	N/A	N/A	100.0%	0.0%
Potential Adverse Impact (Yes/No)	No	No	Yes	Yes	N/A	N/A	Yes	N/A	Yes	Yes	Yes	N/A	N/A	N/A	No	Yes

**Promotions-Reporting Period Beginning April 2019**

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>6 - Administrative Support</b>																
Number Applied	5	11	2	1	-	1	-	1	2	6	-	-	-	-	1	2
Total Promotions	-	4	-	-	-	-	-	-	-	4	-	-	-	-	-	-
Selection Rate	0.0%	36.4%	0.0%	0.0%	N/A	0.0%	N/A	0.0%	0.0%	66.7%	N/A	N/A	N/A	N/A	0.0%	0.0%
Ratio to Highest Rate	NA	100.0%	0.0%	0.0%	N/A	0.0%	N/A	0.0%	0.0%	100.0%	N/A	N/A	N/A	N/A	0.0%	0.0%
Potential Adverse Impact (Yes/No)	No	No	Yes	Yes	N/A	Yes	N/A	Yes	Yes	No	N/A	N/A	N/A	N/A	Yes	Yes
<b>7 - Skilled Craft</b>																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Promotions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>8 - Service-Maintenance</b>																
Number Applied	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Promotions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Notes: Please refer to "Assessment of Employment Practices" page 19 for narrative.

Persons with Disabilities	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Number Applied	1	1	1	-	-	-	-	-	-	1	-	-	-	-	-	-
Total Promotions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
<b>Veterans</b>	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Number Applied	2	-	1	-	-	-	-	-	1	-	-	-	-	-	-	-
Total Promotions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Selection Rate	0.0%	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Notes:

**Training-Reporting Period Beginning April 2019**

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>1 - Officials &amp; Administrators</b>																
Total Workforce	9	6	7	4	-	-	-	-	2	1	-	-	-	-	-	1
Total Trained	4	3	2	2	-	-	-	-	2	-	-	-	-	-	-	1
Training Rate	44.4%	50.0%	28.6%	50.0%	N/A	N/A	N/A	N/A	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Ratio to Highest Rate	88.9%	100.0%	28.6%	50.0%	N/A	N/A	N/A	N/A	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	Yes	Yes	N/A	N/A	N/A	N/A	No	Yes	N/A	N/A	N/A	N/A	N/A	No
<b>2 - Professionals</b>																
Total Workforce	17	3	6	1	-	-	-	-	10	2	-	-	-	-	1	-
Total Trained	15	3	5	1	-	-	-	-	10	2	-	-	-	-	-	-
Training Rate	88.2%	100.0%	83.3%	100.0%	N/A	N/A	N/A	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	0.0%	N/A
Ratio to Highest Rate	88.2%	100.0%	83.3%	100.0%	N/A	N/A	N/A	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	0.0%	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	No	N/A	N/A	N/A	N/A	Yes	N/A
<b>3 - Technicians</b>																
Total Workforce	4	-	3	-	-	-	-	-	1	-	-	-	-	-	-	-
Total Trained	3	-	2	-	-	-	-	-	1	-	-	-	-	-	-	-
Training Rate	75.0%	N/A	66.7%	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	N/A	66.7%	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	N/A	Yes	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>4 - Protective Service</b>																
Total Workforce	5	-	-	-	-	-	-	1	4	-	-	-	-	-	-	-
Total Trained	5	-	-	-	-	-	-	1	4	-	-	-	-	-	-	-
Training Rate	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	N/A	N/A	N/A	N/A	N/A	No	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>5 - Paraprofessional</b>																
Total Workforce	24	7	9	1	-	-	2	1	13	4	-	-	-	-	-	1
Total Trained	21	5	9	-	-	-	2	1	10	4	-	-	-	-	-	-
Training Rate	87.5%	71.4%	100.0%	0.0%	N/A	N/A	100.0%	100.0%	76.9%	100.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Highest Rate	100.0%	81.6%	100.0%	0.0%	N/A	N/A	100.0%	100.0%	76.9%	100.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Potential Adverse Impact (Yes/No)	No	No	No	Yes	N/A	N/A	No	No	Yes	No	N/A	N/A	N/A	N/A	N/A	Yes

**Training-Reporting Period Beginning April 2019**

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>6 - Administrative Support</b>																
Total Workforce	24	37	10	7	-	-	3	1	9	23	2	3	-	-	-	3
Total Trained	13	31	6	6	-	-	-	1	5	19	2	3	-	-	-	2
Training Rate	54.2%	83.8%	60.0%	85.7%	N/A	N/A	0.0%	N/A	55.6%	82.6%	100.0%	100.0%	N/A	N/A	N/A	66.7%
Ratio to Highest Rate	64.7%	100.0%	60.0%	85.7%	N/A	N/A	0.0%	N/A	55.6%	82.6%	100.0%	100.0%	N/A	N/A	N/A	66.7%
Potential Adverse Impact (Yes/No)	Yes	No	Yes	No	N/A	N/A	Yes	N/A	Yes	No	No	No	N/A	N/A	N/A	Yes
<b>7 - Skilled Craft</b>																
Total Workforce	29	1	4	-	-	-	4	1	21	-	-	-	-	-	-	-
Total Trained	4	-	1	-	-	-	-	-	3	-	-	-	-	-	-	-
Training Rate	13.8%	0.0%	25.0%	N/A	N/A	N/A	0.0%	0.0%	14.3%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	100.0%	NA	100.0%	N/A	N/A	N/A	0.0%	0.0%	57.1%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	Yes	Yes	Yes	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>8 - Service-Maintenance</b>																
Total Workforce	187	57	33	10	-	-	17	9	129	37	5	-	-	-	3	1
Total Trained	37	12	6	1	-	-	2	3	27	7	2	-	-	-	-	1
Training Rate	19.8%	21.1%	18.2%	10.0%	N/A	N/A	11.8%	33.3%	20.9%	18.9%	40.0%	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate	94.0%	100.0%	45.5%	25.0%	N/A	N/A	29.4%	83.3%	52.3%	47.3%	100.0%	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	Yes	N/A	N/A	Yes	No	Yes	Yes	No	N/A	N/A	N/A	N/A	N/A

Notes: Please refer to "Assessment of Employment Practices" page 19 for narrative.

## Terminations-Reporting Period Beginning April 2019

Job Category (Use EEO-4)	Total		W		A/I/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>1 - Officials &amp; Administrators</b>																
Total Workforce	9	6	7	4			-	-	2	1	-	-	-	-	-	1
Total Involuntary Terminations	1	1	1				-	-	-	1	-	-	-	-	-	-
Involuntary Termination Rate	11.1%	16.7%	14.3%	0.0%	N/A	N/A	N/A	N/A	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	66.7%	0.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	Yes	N/A	N/A	N/A	N/A	N/A	No
<b>2 - Professionals</b>																
Total Workforce	17	3	6	1			-	-	10	2	-	-	-	-	1	-
Total Involuntary Terminations	1	-	1				-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	5.9%	0.0%	16.7%	0.0%	N/A	N/A	N/A	N/A	0.0%	0.0%	N/A	N/A	N/A	N/A	0.0%	N/A
Ratio to Lowest Rate	0.0%	100.0%	0.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	100.0%	N/A	N/A	N/A	N/A	100.0%	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	N/A	N/A	No	No	N/A	N/A	N/A	N/A	No	N/A
<b>3 - Technicians</b>																
Total Workforce	4	-	3				-	-	1	-	-	-	-	-	-	-
Total Involuntary Terminations	1	-	1				-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	25.0%	N/A	33.3%	N/A	N/A	N/A	N/A	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	N/A	Yes	N/A	N/A	N/A	N/A	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>4 - Protective Service</b>																
Total Workforce	5	-					1	-	4	-	-	-	-	-	-	-
Total Involuntary Terminations	-	-					-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%	N/A	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%	N/A	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	N/A	N/A	N/A	N/A	N/A	No	N/A	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>5 - Paraprofessional</b>																
Total Workforce	24	7	9	1			2	1	13	4	-	-	-	-	-	1
Total Involuntary Terminations	2	-	2				-	-	-	-	-	-	-	-	-	-
Involuntary Termination Rate	8.3%	0.0%	22.2%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	0.0%	100.0%	0.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	Yes	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	No

### Terminations-Reporting Period Beginning April 2019

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NH/PI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>6 - Administrative Support</b>																
Total Workforce	24	37	10	7			3	1	9	23	2	3	-	-	-	3
Total Involuntary Terminations	1	3					-	-	1	1	-	1	-	-	-	1
Involuntary Termination Rate	4.2%	8.1%	0.0%	0.0%	N/A	N/A	0.0%	N/A	11.1%	4.3%	0.0%	33.3%	N/A	N/A	N/A	33.3%
Ratio to Lowest Rate	100.0%	51.4%	100.0%	100.0%	N/A	N/A	100.0%	N/A	0.0%	0.0%	100.0%	0.0%	N/A	N/A	N/A	0.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	N/A	No	No	No	Yes	N/A	N/A	N/A	Yes
<b>7 - Skilled Craft</b>																
Total Workforce	29	1	4				4	1	21	-	-	-	-	-	-	-
Total Involuntary Terminations	1	-					-	-	1	-	-	-	-	-	-	-
Involuntary Termination Rate	3.4%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	4.8%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	0.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>8 - Service-Maintenance</b>																
Total Workforce	187	57	33	10			17	9	129	37	5	-	-	-	3	1
Total Involuntary Terminations	8	1	2	1			2	-	4	-	-	-	-	-	-	-
Involuntary Termination Rate	4.3%	1.8%	6.1%	10.0%	N/A	N/A	11.8%	0.0%	3.1%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	41.0%	100.0%	0.0%	0.0%	N/A	N/A	0.0%	100.0%	0.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	No	N/A	N/A	N/A	N/A	N/A
Notes: Please refer to "Assessment of Employment Practices" page 19 for narrative.																





### Discipline-Reporting Period Beginning April 2019

Job Category (Use EEO-4)	Total		W		AI/AN		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>5 - Paraprofessional</b>																
Total Workforce	24	7	9	1			2	1	13	4						1
<b>Verbal</b>	2	5		1				3	2							1
Discipline Rate	8.3%	71.4%	0.0%	100.0%	N/A	N/A	0.0%	300.0%	15.4%	0.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Ratio to Lowest Rate	100.0%	11.7%	100.0%	0.0%	N/A	N/A	100.0%	0.0%	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Potential Adverse Impact (Yes/No)	No	Yes	No	Yes	N/A	N/A	No	Yes	No	No	N/A	N/A	N/A	N/A	N/A	Yes
<b>Written</b>	3	3						2	3	1						-
Discipline Rate	12.5%	42.9%	0.0%	0.0%	N/A	N/A	0.0%	200.0%	23.1%	25.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	29.2%	100.0%	100.0%	N/A	N/A	100.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	Yes	No	No	N/A	N/A	No	Yes	Yes	Yes	N/A	N/A	N/A	N/A	N/A	No
<b>Suspension</b>	2	-	1						1							-
Discipline Rate	8.3%	0.0%	11.1%	0.0%	N/A	N/A	0.0%	0.0%	7.7%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	0.0%	100.0%	0.0%	100.0%	N/A	N/A	100.0%	100.0%	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-														-
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-														-
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-														-
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	N/A	N/A	N/A	N/A	N/A	No
<b>6 - Administrative Support</b>																
Total Workforce	24	37	10	7			3	1	9	23	2	3				3
<b>Verbal</b>	1	1	1									1				
Discipline Rate	4.2%	2.7%	10.0%	0.0%	N/A	N/A	0.0%	N/A	0.0%	0.0%	0.0%	33.3%	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	64.9%	100.0%	0.0%	100.0%	N/A	N/A	100.0%	N/A	100.0%	100.0%	100.0%	0.0%	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	N/A	No	No	No	Yes	N/A	N/A	N/A	No
<b>Written</b>	2	-	2													-
Discipline Rate	8.3%	0.0%	20.0%	0.0%	N/A	N/A	0.0%	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	0.0%	100.0%	0.0%	100.0%	N/A	N/A	100.0%	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	N/A	No	No	No	No	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-														-
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	N/A	No	No	No	No	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-														-
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	N/A	No	No	No	No	N/A	N/A	N/A	No
<Enter Discipline Type>	-	-														-
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	N/A	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	N/A	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	N/A	No	No	No	No	N/A	N/A	N/A	No

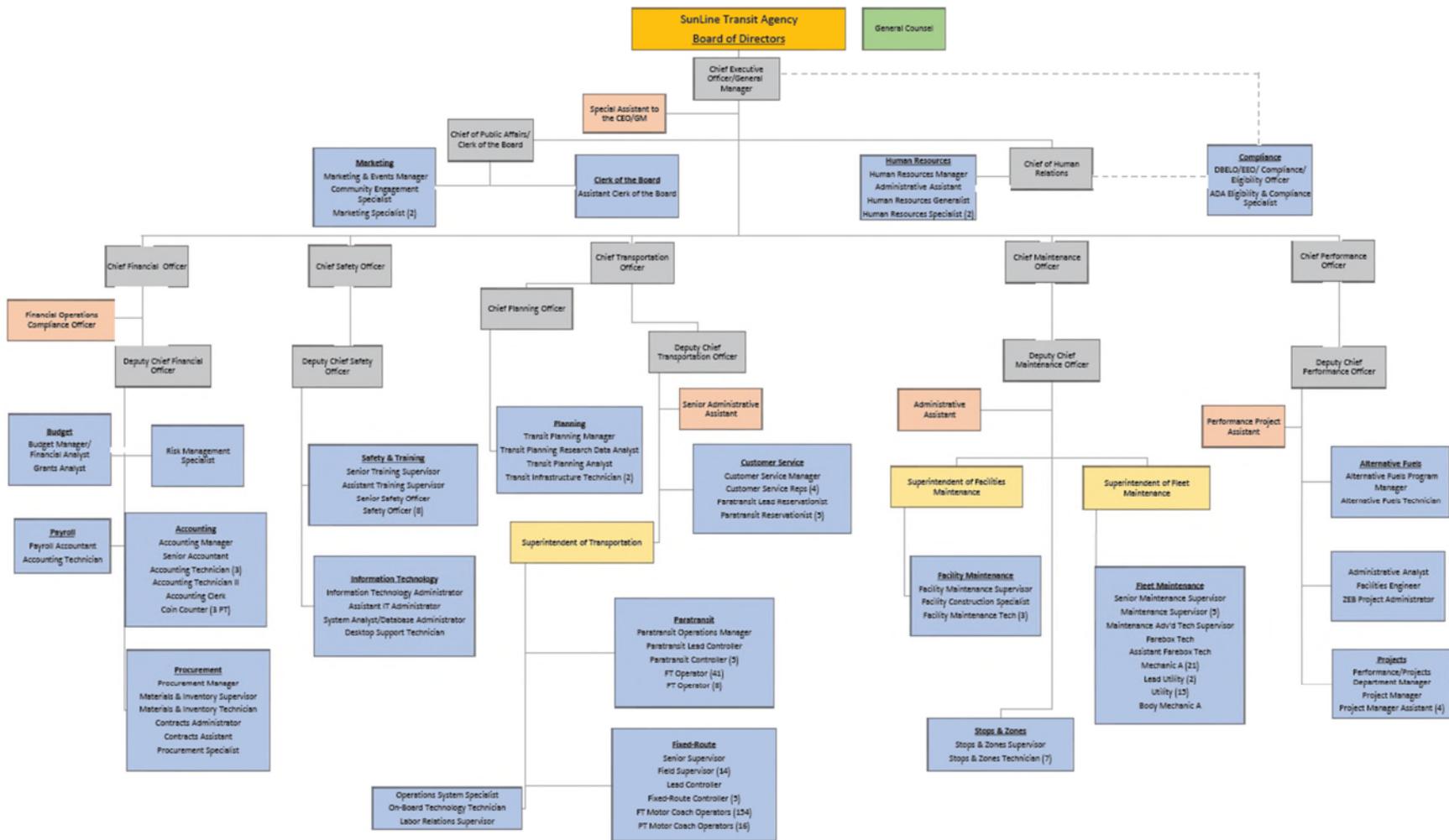
### Discipline-Reporting Period Beginning April 2019

Job Category (Use EEO-4)	Total		W		A/I/A/N		B		H/L		A		NHOPI		M	
	Male	Female	M	F	M	F	M	F	M	F	M	F	M	F	M	F
<b>7 - Skilled Craft</b>																
Total Workforce	29	1	4				4	1	21							
Verbal	10	-	1						9							
Discipline Rate	34.5%	0.0%	25.0%	N/A	N/A	N/A	0.0%	0.0%	42.9%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	0.0%	100.0%	0.0%	N/A	N/A	N/A	100.0%	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	Yes	No	Yes	N/A	N/A	N/A	No	No	Yes	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Written	5	-							5							
Discipline Rate	17.2%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	23.8%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	0.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	Yes	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Suspension	3	-	1						2							
Discipline Rate	10.3%	0.0%	25.0%	N/A	N/A	N/A	0.0%	0.0%	9.5%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	0.0%	100.0%	0.0%	N/A	N/A	N/A	100.0%	100.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	Yes	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	N/A	N/A	N/A	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	N/A	N/A	N/A	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	N/A	N/A	N/A	No	No	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>8 - Service-Maintenance</b>																
Total Workforce	187	57	33	10			17	9	129	37	5				3	1
Verbal	108	42	15	4			12	4	77	30	2				2	4
Discipline Rate	57.8%	73.7%	45.5%	40.0%	N/A	N/A	70.6%	44.4%	59.7%	81.1%	40.0%	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	78.4%	88.0%	100.0%	N/A	N/A	56.7%	90.0%	67.0%	49.3%	100.0%	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	Yes	No	No	N/A	N/A	Yes	No	Yes	Yes	No	N/A	N/A	N/A	N/A	N/A
Written	34	9	3	1			4	3	27	5						
Discipline Rate	18.2%	15.8%	9.1%	10.0%	N/A	N/A	23.5%	33.3%	20.9%	13.5%	0.0%	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	86.8%	100.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	100.0%	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	Yes	Yes	Yes	No	No	N/A	N/A	N/A	N/A	N/A
Suspension	32	11	4	1				1	26	7	1				1	2
Discipline Rate	17.1%	19.3%	12.1%	10.0%	N/A	N/A	0.0%	11.1%	20.2%	18.9%	20.0%	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	88.7%	0.0%	0.0%	N/A	N/A	100.0%	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	Yes	No	No	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	No	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	No	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														
Discipline Rate	0.0%	0.0%	0.0%	0.0%	N/A	N/A	0.0%	0.0%	0.0%	0.0%	0.0%	N/A	N/A	N/A	N/A	N/A
Ratio to Lowest Rate	100.0%	100.0%	100.0%	100.0%	N/A	N/A	100.0%	100.0%	100.0%	100.0%	100.0%	N/A	N/A	N/A	N/A	N/A
Potential Adverse Impact (Yes/No)	No	No	No	No	N/A	N/A	No	No	No	No	No	N/A	N/A	N/A	N/A	N/A
<Enter Discipline Type>	-	-														

Notes: Please refer to "Assessment of Employment Practices" page 19 for narrative.

# Appendix E

# Organizational Chart



# Appendix F

## EEO Concurrence

### Compliance Checklist



## EEO Concurrence

New Hire and Promotions

<i>Human Resources</i>	<i>Recruitment Information</i>
------------------------	--------------------------------

Department Name \_\_\_\_\_ Dept. Number \_\_\_\_\_  
 Title of Job to be Filled \_\_\_\_\_ Pay Grade \_\_\_\_\_  
 Number of Positions to be Filled \_\_\_\_\_ Interview Date(s) \_\_\_\_\_  
 EEO Job Category \_\_\_\_\_ Permanent  Temporary  Part Time

<i>For EEO Use Only</i>	<i>EEO Concurrence Checklist</i>
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- Is the EEO category underutilized? Yes  No  If yes, by which of the following:  
 Women  Disabled  Black  Hispanic  Asian  Native American  Pacific Islander  Mixed
- Indicate: Gender of person(s) selected: Male \_\_\_\_\_ Female \_\_\_\_\_  
 Race of person(s) selected: Black \_\_\_\_\_ Hispanic \_\_\_\_\_ Asian \_\_\_\_\_ Native American \_\_\_\_\_  
 Pacific Islander \_\_\_\_\_ Mixed \_\_\_\_\_ Caucasian \_\_\_\_\_  
 Veteran \_\_\_\_\_ Non-Veteran \_\_\_\_\_ Unknown \_\_\_\_\_  
 Person(s) with Disability \_\_\_\_\_ If Known \_\_\_\_\_
- Job Posting  
 \_\_\_\_\_ Checked requisite posting period  
 \_\_\_\_\_ Compared posting to job description  
 \_\_\_\_\_ Reviewed justification for internal or departmental only posting (if applicable)  
 \_\_\_\_\_ Verified Recruitment Plan – Ensure memo/e-mail is part of the packet
- Job Description Review  
 \_\_\_\_\_ Determine whether this is an (1) existing position title or a (2) newly created position  
 \_\_\_\_\_ Examine whether the hiring department currently has incumbents in this position  
 \_\_\_\_\_ Check the reporting relationship to ensure it is appropriate for the position  
 \_\_\_\_\_ Review the salary grade; and confirm that it is appropriate for the job/position title  
 \_\_\_\_\_ Confirm the position has been placed in the proper EEO category  
 \_\_\_\_\_ Review exempt/non-exempt status

5. Applicant Pool Analysis

- Qualification verification of (a) candidates selected for interview, or (b) audit/re-screen all applicants
- Confirm whether all candidates interviewed are eligible; justification for eligible candidates not interviewed
- Diversity check/utilization reviewed

6. Compensation Analysis

- Determination of internal salary parity
- Justification for placement level in range

7. Interview Review Process Examination

- Diversity in interview panel
- Interview questions reviewed prior to interviews being conducted
- Interview packet review (questions, ranking, inappropriate remarks)

Name and position of persons who interviewed candidates (first interview)

\_\_\_\_\_

Name and position of persons who interviewed candidates (second interview)

\_\_\_\_\_

8. Finalizing Review

- Identify EEO concerns, if any
- If rejected, discuss issue with HR representative, if appropriate – Note concurrence on packet or attach justification for rejection if unable to resolve EEO concerns

Comments: \_\_\_\_\_

\_\_\_\_\_

Compliance Officer: \_\_\_\_\_

Date: \_\_\_\_\_

## SunLine Transit Agency

**DATE:** July 22, 2020 **ACTION**

**TO:** Board Operations Committee  
Board of Directors

**FROM:** Luis Garcia, Chief Financial Officer

**RE:** Revised Financial Audit Rotation Policy No. B-060118

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### **Recommendation**

Recommend that the Board of Directors approve the revised Financial Audit Rotation Policy No. B-060118.

### **Background**

In March 2018, the Board of Directors approved policy number B-060118 in response to a request for staff to limit the tenure of financial auditors for SunLine Transit Agency. The policy limits financial auditing agreements between SunLine and outside contractors to three (3) years. The policy also requires auditing staff conducting the audit to be rotated on an annual basis.

Staff presented a discussion item at the February 26, 2020 Finance/Audit Committee to review the current policy. It was determined that the current policy is too restrictive and staff was directed to work with legal counsel and propose changes to the existing policy. The proposed revision to the policy permits more latitude for the Agency while still allowing proper controls to ensure accurate and independent audits.

### **Financial Impact**

There is no financial impact.

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## FINANCIAL AUDIT ROTATION POLICY

### PURPOSE

The purpose of this document is to establish a best practice in the solicitation, contracting, and management of outside financial auditing services for SunLine Transit Agency (STA). ~~three (3) year limitation on financial auditing agreements between SunLine Transit Agency and outside contractors and to require staff conducting auditing services to be rotated on an annual basis.~~

### SCOPE

~~Individuals~~ Contractors (including individuals and business entities) covered by this policy are outside contractors who engage in financial auditing agreements with ~~STA~~ SunLine Transit Agency.

### POLICY

In order to preserve the public interest in the use of public funds, ~~STA~~ SunLine Transit Agency will utilize a solicitation process at least every five (5) years, to seek qualified financial auditing firms to perform necessary financial auditing services. The term of each agreement shall be for an initial period of one (1) year, with a maximum of up to four (4) consecutive one (1) year extensions exercisable at STA's sole discretion. Any firm retained for more than one (1) year must rotate the auditor primarily assigned to performing STA's auditing services each year. Any contractor serving for five (5) or more consecutive years shall not be eligible to participate in a new solicitation process until one (1) year after the expiration of their contract term (inclusive of extensions) unless the STA Board determines that such exclusion would not be in the public interest under specified circumstances. ~~limit the duration of executed agreements for financial auditing services to a period no longer than three (3) years, inclusive of any available option years.~~ Chapter VI, Section 3 - Methods of Procurement, of the Federal Transit Administration's (FTA) Circular 4220.1F states that less than full and open competition is allowable if it is within the public interest.

### PROCEDURES

Solicitations and agreements for financial auditing services will include the requirements stated above for term limitations, auditor rotation and ineligibility period. ~~documentation that a contractor will be excluded from submitting a bid or proposal if they have been the contracted vendor within the preceding three (3) years. It will also document that in the~~

~~situation where a financial auditing contractor is conducting more than a single years' audit, staff conducting the financial audit must be rotated on an annual basis. The STA Board may suspend the ineligibility period if it determines: (1) that the pool of qualified contractors is not adequate to ensure fair competition or to obtain best value for STA; or (2) that it is impracticable to enforce the ineligibility period under the circumstances.~~

**SunLine Transit Agency**

**DATE:** July 22, 2020 **DISCUSSION**

**TO:** Board Operations Committee

**FROM:** Brittney B. Sowell, Chief of Public Affairs/Clerk of the Board  
Eric Vail, General Counsel

**RE:** Ex-Officio Membership

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**Background**

At the February 26, 2020 Board meeting, the Board of Directors requested that at the next Board Operations Committee meeting, the Committee further discuss the proposed addition of the Coachella Valley Association of Governments (CVAG) as an ex-officio member to the Strategic Planning & Operational Committee. This is the first meeting of the Board Operations Committee body since that time.

The proposed addition stems from work over the last year between SunLine Transit Agency and CVAG, as SunLine seeks opportunities to cooperate and collaborate more on regional issues.

SunLine Transit Agency's CEO/General Manager, Lauren Skiver, currently serves as an ex-officio member (non-voting) on the Transportation Committee. To create a parallel structure, CVAG's Executive Committee approved a motion requesting that CVAG be added to SunLine's Strategic Planning & Operational Committee as an ex-officio member (non-voting).

The Board of Directors tasked the Office of General Counsel with research related to this matter and this discussion item will allow the Board Operations Committee an opportunity to determine next steps.