

EEOP Short Form



Mon Sep 17 16:38:33 EDT 2012

Step 1: Introductory Information

Grant Title: Columbia - Drug Court Grant **Grant Number:** DCS2011-02
Grantee Name: Columbia River Partnerships for Change **Award Amount:** \$142,135.00
Grantee Type: State Government Agency
Address: 320 Strand Street
St. Helens, Oregon
97051
Contact Person: Bryan Farrell **Telephone #:** 503-397-2327-334
Contact Address: 23 Strand Street
St. Helens, Oregon
97051
State Granting Agency: Oregon Criminal Justice Commission **Grant Number:** DCS2011-02
Contact Name: Amber Kaatz, Grants Coordinator
Contact Address: 885 Summer Street NE
Salem, Oregon
97301
Telephone #: 503-378-4830

Grant Title: Lincoln - CJC JAG/Byrne DrugCt STS10-11 **Grant Number:** BJ/DC-2011-LincolnCo-00012
Grantee Name: Lincoln County **Award Amount:** \$83,317.00
Grantee Type: State Government Agency
Address: 225 W Olive Street, Rm 100
Newport, Oregon
97365
Contact Person: Bonnie Savage **Telephone #:** 541-265-4236-234
Contact Address: 225 W Olive Street, Rm 100
Newport, Oregon
97365
State Granting Agency: Oregon Criminal Justice Commission **Grant Number:** BJ/DC-0211-LinconCo-00012
Contact Name: Amber Kaatz, Grants Coordinator
Contact Address: 885 Summer Street NE
Salem, Oregon
97301
Telephone #: 503-378-4830

Grant Title: Linn - M57 Drug Court STS 5-12 **Grant Number:** M5722-11JAG
Grantee Name: Oregon Dept of Corrections **Award Amount:** \$26,642.00
Grantee Type: State Government Agency
Address: 118 Second Avenue SE
Albany, Oregon
97321

Contact Person: Don Smith **Telephone #:** 541-967-3802
Contact Address: PO Box 1749
Albany, Oregon
97321

State Granting Agency: Oregon Criminal Justice Commission **Grant Number:** M5722-11JAG
Contact Name: Amber Kaatz, Grants Coordinator
Contact Address: 885 Summer Street NE
Salem, Oregon
97301
Telephone #: 503-378-4830

Grant Title: Benton - CJC JAG/Byrne DrugCt STS 10-11 **Grant Number:** BJ/DC-2011BentonCoSO00004
Grantee Name: Benton County Sheriff's Office **Award Amount:** \$160,731.00
Grantee Type: State Government Agency
Address: 180 NW 5th Street
Corvallis, Oregon
97330

Contact Person: David Clark **Telephone #:** 541-766-6240
Contact Address: 120 NW Fourth
Corvallis, Oregon
97339

State Granting Agency: Oregon Criminal Justice Commission **Grant Number:** BJ/DC-2011BentonCoSO00004
Contact Name: Amber Kaatz, Grants Coordinator
Contact Address: 885 Summer Street NE
Salem, Oregon
97301
Telephone #: 503-378-4830

Grant Title: Linn - CJC Byrne JAG Adlt Drg Ct **Grant Number:** BJ/DC2011LinnCoAdult00003

STS 7-12

Grantee Name: Linn County Dept of Health Services

Award Amount: \$11,188.00

Grantee Type: State Government Agency

Address: PO Box 1749
Albany, Oregon
97321

Contact Person: Don Smith

Telephone #: 541-967-3802

Contact Address: PO Box 1749
Albany, Oregon
97321

State Granting Agency: Oregon Criminal Justice Commission

Grant Number: BJ/DC2011LinnCoAdult00003

Contact Name: Amber Kaatz, Grants Coordinator

Contact Address: 885 Summer Street NE
Salem, Oregon
97301

Telephone #: 503-378-4830

Grant Title: Harney - CJC JAG/Byrne DrugCt STS 10-11

Grant Number: BJ/DC-2011-HarneyCo-00023

Grantee Name: Harney County

Award Amount: \$130,760.00

Grantee Type: State Government Agency

Address: 450 N Buena Vista #12
Burns, Oregon
97720

Contact Person: Cheryl Foster

Telephone #: 541-573-5207

Contact Address: 450 N Buena Vista #16
Burns, Oregon
97720

State Granting Agency: Oregon Criminal Justice Commission

Grant Number: BJ/DC-2011-HarneyCo-00023

Contact Name: Amber Kaatz, Grants Coordinator

Contact Address: 885 Summer Street NE
Salem, Oregon
97301

Telephone #: 503-378-4830

Grant Title: Yamhill - BJA Drug Court Grant

Grant Number: 2010-DC-BX-0021

Grantee Type: State Government Agency
Address: 1101 W. Main St, Suite 101
Medford, Oregon
97501
Contact Person: Bob Kleker **Telephone #:** 541-776-7171-155
Contact Address: 100 S Oakdale
Medford, Oregon
97501
State Granting Agency: Oregon Criminal Justice Commission **Grant Number:** M57015-09JAG
Contact Name: Amber Kaatz, Grants Coordinator
Contact Address: 885 Summer Street NE
Salem, Oregon
97301
Telephone #: 503-378-4830

Grant Title: Jackson CJC-M57 JAG/Byrne Drug Ct STS 10-11 **Grant Number:** BJ/DC-2011-OnTrack-00013
Grantee Name: OnTrack, Inc. **Award Amount:** \$46,287.00
Grantee Type: State Government Agency
Address: 221 West Main Street
Medford, Oregon
97501
Contact Person: Bob Kleker **Telephone #:** 541-776-7171-155
Contact Address: 100 S Oakdale
Medford, Oregon
97501
State Granting Agency: Oregon Criminal Justice Commission **Grant Number:** BJ/DC-2011-OnTrack-00013
Contact Name: Amber Kaatz, Grants Coordinator
Contact Address: 885 Summer Street NE
Salem, Oregon
97301
Telephone #: 503-378-4830

Grant Title: Jackson Second Chance Act STS 10-11 **Grant Number:** 2011-RN-BX-007
Grantee Name: Jackson County Community Justice **Award Amount:** \$41,172.00

Grantee Type: State Government Agency
Address: 1101 W. Main Street Suite 101
Medford, Oregon
97501
Contact Person: Bob Kleker **Telephone #:** 541-776-7171-155
Contact Address: 100 S Oakdale
Medford, Oregon
97501
State Granting Agency: Jackson County **Grant Number:** 2011-RN-BX-007
Contact Name: Jodi Merritt, Research/Project Analyst
Contact Address: 1101 W Main Street, Suite 101
Medford, Oregon
97501
Telephone #: 541-774-4990

Grant Title: Lane County Pretrial Monitoring **Grant Number:** 2006-WE-AX-0021
Grantee Name: Lane County Circuit Court **Award Amount:** \$135,880.00
Grantee Type: State Government Agency
Address: 125 E 8th Avenue
Eugene, Oregon
97401
Contact Person: Elizabeth Rambo **Telephone #:** 541-682-4598
Contact Address: 125 E 8th Avenue
Eugene, Oregon
97401
State Granting Agency: Lane County **Grant Number:** 2006-WE-AX-0021
Contact Name: Janice Gotchall, Lane County Sheriff's Office
Contact Address: 125 East Eighth Avenue
Eugene, Oregon
97401
Telephone #: 541-682-4150

Grant Title: Lane - M57 Drug Ct STS 5-12 **Grant Number:** Lane M57
Grantee Name: Lane County **Award Amount:** \$48,316.00
Grantee Type: State Government Agency
Address: 125 E 8th Avenue
Eugene, Oregon

97401

Contact Person: Elizabeth Rambo **Telephone #:** 541-682-4598
Contact Address: 125 E 8th Avenue
Eugene, Oregon
97401
State Granting Agency: Oregon Criminal Justice Commission **Grant Number:** Lane M57
Contact Name: Amber Kaatz, Grants Coordinator
Contact Address: 885 Summer Street NE
Salem, Oregon
97301
Telephone #: 503-378-4830

Grant Title: Lane - CJC I&E STS 5-12 **Grant Number:** DC020-12
Grantee Name: Lane County **Award Amount:** \$32,212.00
Grantee Type: State Government Agency
Address: 125 E 8th Avenue
Eugene, Oregon
97401

Contact Person: Elizabeth Rambo **Telephone #:** 541-682-4598
Contact Address: 125 E 8th Avenue
Eugene, Oregon
97401

State Granting Agency: Oregon Criminal Justice Commission **Grant Number:** DC020-12
Contact Name: Amber Kaatz, Grants Coordinator
Contact Address: 885 Summer Street NE
Salem, Oregon
97301
Telephone #: 503-378-4830

Grant Title: Marion - CJC JAG/Byrne Adult Drg Ct STS 10-11 **Grant Number:** Marion JAG Byrne
Grantee Name: Mid-Willamette Valley Community Action Agency **Award Amount:** \$121,717.00
Grantee Type: State Government Agency
Address: 2475 Center St NE
Salem, Oregon
97301

Contact Person: Marne Albracht **Telephone #:** 503-584-7741
Contact Address: 2475 Center Street NE
Salem, Oregon
97301
State Granting Agency: Criminal Justice Commission **Grant Number:** Marion JAG Byrne
Contact Name: Amber Kaatz, Grants Coordinator
Contact Address: 885 Summer Street NE
Salem, Oregon
97301
Telephone #: 503-378-4830

Grant Title: Marion - CJC JAG/Byrne Juv Drg Ct STS 10-11 **Grant Number:** BJ/DC-2011-Marion Co-00017
Grantee Name: Marion County **Award Amount:** \$193,627.00
Grantee Type: State Government Agency
Address: 451 Division St NE, Suite 200
Salem, Oregon
97309
Contact Person: Melissa Miller **Telephone #:** 503-584-4831
Contact Address: 100 High Street
Salem, Oregon
97309-0869
State Granting Agency: Oregon Criminal Justice Commission **Grant Number:** BJ/DC-2011-MarionCo-00017
Contact Name: Amber Kaatz, Grants Coordinator
Contact Address: 885 Summer Street NE
Salem, Oregon
97301
Telephone #: 503-378-4830

Grant Title: Multnomah M57 START Drug Court **Grant Number:** M57026-09JAG
Grantee Name: Multnomah County Dept of Community Justice **Award Amount:** \$60,240.00
Grantee Type: State Government Agency
Address: 501 SE Hawthorne Blvd, Suite 250
Portland, Oregon
97214

Contact Person: Doug Bray **Telephone #:** 503-988-3957
Contact Address: 1021 SW 4th Avenue
Portland, Oregon
97204
State Granting Agency: Oregon Criminal Justice Commission **Grant Number:** M57026-09JAG
Contact Name: Amber Kaatz, Grants Coordinator
Contact Address: 885 Summer Street NE
Salem, Oregon
97301
Telephone #: 503-378-4830

Grant Title: Clackamas HOPE Demo Field Exp STS 10-11 **Grant Number:** 2011-RY-BX-K007
Grantee Name: County of Clackamas **Award Amount:** \$161,708.00
Grantee Type: State Government Agency
Address: 2051 Kaen Road
Oregon City, Oregon
97045
Contact Person: Debbie Slagle **Telephone #:** 503-655-8361
Contact Address: 807 Main Street
Oregon City, Oregon
97045
State Granting Agency: Clackamas County District Attorney's Office **Grant Number:** 2011-RY-BX-K007
Contact Name: Sarah Brown, Administrator
Contact Address: 807 Main Street
Oregon City, Oregon
97068
Telephone #: 503-650-3532

Grant Title: Union/Wallowa CJC JAG/Byrne Drg Ct STS 10-11 **Grant Number:** BJ/DC-2011-UnionCO-00025
Grantee Name: Union County **Award Amount:** \$28,510.00
Grantee Type: State Government Agency
Address: 1008 K Avenue
La Grande, Oregon
97850
Contact Person: Stephanie Miller **Telephone #:** 541-962-9500-224

Contact Address: 1008 K Avenue
La Grande, Oregon
97850

State Granting Agency: Oregon Criminal Justice Commission

Contact Name: Amber Kaatz, Grants Coordinator

Contact Address: 885 Summer Street NE
Salem, Oregon
97301

Telephone #: 503-378-4830

Grant Number: BJ/DC-2011-UnionCO-00025

Grant Title: Union CJC Drug Ct Grant STS 7-12

Grantee Name: Union County

Grantee Type: State Government Agency

Address: 1008 K Avenue
La Grande, Oregon
97850

Contact Person: Stephanie Miller

Contact Address: 1008 K Avenue
La Grande, Oregon
97850

State Granting Agency: Oregon Criminal Justice Commission

Contact Name: Amber Kaatz, Grants Coordinator

Contact Address: 885 Summer Street NE
Salem, Oregon
97301

Telephone #: 503-378-4830

Grant Number: DC031-13

Award Amount: \$44,175.00

Telephone #: 541-962-9500-224

Grant Number: DC031-13

Grant Title: Josephine Mental Health Court Grant

Grantee Name: Oregon Judicial Department:
Josephine County Circuit Court

Grantee Type: State Government Agency

Address: 500 NW 6th St, Dept 17
Grants Pass, Oregon
97526

Contact Person: Kirk Brust

Grant Number: MH017-OJD-09BJA1

Award Amount: \$97,489.00

Telephone #: 541-476-2309

Contact Address: 500 NW 6th Street, Dept 17
Grants Pass, Oregon
97526

State Granting Agency: Oregon Criminal Justice Commission

Grant Number: MH017-OJD-09BJA1

Contact Name: Amber Kaatz, Grants Coordinator

Contact Address: 885 Summer Street NE
Salem, Oregon
97301

Telephone #: 503-378-4830

Grant Title: Josephine - CJC M57 Drug Ct
Grant STS 10-11

Grant Number: M5717-11JAG

Grantee Name: Josephine County Community
Corrections

Award Amount: \$15,000.00

Grantee Type: State Government Agency

Address: 500 NW 6th Street, Dept 17
Grants Pass, Oregon
97526

Contact Person: Kirk Brust

Telephone #: 541-476-2309

Contact Address: 500 NW 6th Street, Dept 17
Grants Pass, Oregon
97526

State Granting Agency: Oregon Criminal Justice Commission

Grant Number: M5717-11JAG

Contact Name: Amber Kaatz, Grants Coordinator

Contact Address: 885 Summer Street NE
Salem, Oregon
97301

Telephone #: 503-378-4830

Grant Title: Josephine Adult Drg Ct
Discretionary Grant STS 4-11

Grant Number: DCS2011-03

Grantee Name: Josephine County Community
Corrections

Award Amount: \$83,192.00

Grantee Type: State Government Agency

Address: 500 NW 6th St, Dept 17
Grants Pass, Oregon
97526

Contact Person: Kirk Brust **Telephone #:** 541-476-2309
Contact Address: 500 NW 6th Street, Dept 17
Grants Pass, Oregon
97526
State Granting Agency: Oregon Criminal Justice Commission **Grant Number:** DCS2011-03
Contact Name: Amber Kaatz, Grants Coordinator
Contact Address: 885 Summer Street NE
Salem, Oregon
97301
Telephone #: 503-378-4830

Grant Title: Douglas CJC JAG/Byrne Drug Ct STS 10-11 **Grant Number:** Douglas Byrne
Grantee Name: Oregon Dept of Corrections **Award Amount:** \$63,000.00
Grantee Type: State Government Agency
Address: 1036 SE Douglas Justice Bldg,Rm 206
Roseburg, Oregon
97470
Contact Person: Jessie Larner **Telephone #:** 541-947-2401
Contact Address: Justice Bldg, 1036 SE Douglas, Rm 201
Roseburg, Oregon
97526
State Granting Agency: Oregon Criminal Justice Commission **Grant Number:** Douglas Byrne
Contact Name: Amber Kaatz, Grants Coordinator
Contact Address: 885 Summer Street NE
Salem, Oregon
97301
Telephone #: 503-378-4830

Policy Statement:

Oregon Judicial Department Personnel Rules

RULE 5

EQUAL EMPLOYMENT OPPORTUNITY

All recruitment, hiring, training, promotions, transfers, and administration of all personnel policies, procedures, practices, programs, and services shall be conducted or administered without regard to race, color, religion, national origin, sex,

political affiliation, age, marital status, mental or physical disability, or sexual orientation.

Administrative authorities are required to assure that equal employment opportunity provisions are applied to all employment practices. (Also see the OJD Policy Statement on Unlawful Discrimination and Harassment.)

Step 4b: Narrative Underutilization Analysis

See Attachment

Step 5 & 6: Objectives and Steps

1. See Attachment

a. See Attachment

Step 7a: Internal Dissemination

See Attachment

Step 7b: External Dissemination

See Attachment

Utilization Analysis Chart
Relevant Labor Market: Oregon

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Officials/Administrators														
Workforce #/%	15/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	28/62%	0/0%	0/0%	1/2%	1/2%	0/0%	0/0%
CLS #/%	137,085/56%	4,490/2%	1,305/1%	965/0%	4,040/2%	215/0%	1,180/0%	88,195/36%	2,955/1%	865/0%	990/0%	2,630/1%	150/0%	630/0%
Utilization #/%	-22%	-2%	-1%	-0%	-2%	-0%	-0%	26%	-1%	-0%	2%	1%	-0%	-0%
Professionals														
Workforce #/%	112/36%	5/2%	0/0%	1/0%	5/2%	0/0%	6/2%	157/50%	11/4%	1/0%	2/1%	4/1%	0/0%	8/3%
CLS #/%	129,855/43%	3,810/1%	1,870/1%	780/0%	7,175/2%	220/0%	1,035/0%	142,085/47%	4,810/2%	1,735/1%	1,350/0%	5,405/2%	185/0%	1,185/0%
Utilization #/%	-7%	0%	-1%	0%	-1%	-0%	2%	3%	2%	-0%	0%	-1%	-0%	2%
Technicians														
Workforce #/%	27/68%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%	10/25%	0/0%	0/0%	0/0%	1/2%	0/0%	1/2%
CLS #/%	14,775/41%	805/2%	280/1%	230/1%	745/2%	55/0%	105/0%	17,145/48%	640/2%	265/1%	170/0%	615/2%	55/0%	100/0%
Utilization #/%	26%	0%	-1%	-1%	-2%	-0%	-0%	-23%	-2%	-1%	-0%	1%	-0%	2%
Protective Services: Sworn														
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	17,735/74%	660/3%	355/1%	500/2%	205/1%	35/0%	110/0%	4,060/17%	225/1%	60/0%	85/0%	50/0%	4/0%	35/0%
Utilization #/%														
Protective Services: Non-sworn														
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
Civilian Labor Force #/%	915/43%	24/1%	0/0%	10/0%	15/1%	4/0%	10/0%	1,030/49%	50/2%	0/0%	25/1%	10/0%	4/0%	10/0%
Utilization #/%														
Administrative Support														
Workforce #/%	77/7%	10/1%	1/0%	0/0%	0/0%	1/0%	9/1%	813/78%	52/5%	11/1%	6/1%	18/2%	6/1%	39/4%
CLS #/%	112,710/28%	6,340/2%	2,560/1%	1,270/0%	3,165/1%	345/0%	1,455/0%	253,335/62%	11,995/3%	3,835/1%	3,475/1%	6,280/2%	625/0%	2,400/1%

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Utilization #/%	-20%	-1%	-1%	-0%	-1%	0%	1%	16%	2%	0%	-0%	0%	0%	3%
Skilled Craft														
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	142,515/83%	10,595/6%	1,190/1%	1,840/1%	2,250/1%	380/0%	1,395/1%	10,040/6%	840/0%	135/0%	140/0%	925/1%	25/0%	140/0%
Utilization #/%														
Service/Maintenance														
Workforce #/%	2/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	233,385/46%	50,425/10%	5,160/1%	4,145/1%	7,645/1%	1,155/0%	2,865/1%	166,855/33%	23,170/5%	3,495/1%	3,255/1%	8,190/2%	570/0%	1,945/0%
Utilization #/%	54%	-10%	-1%	-1%	-1%	-0%	-1%	-33%	-5%	-1%	-1%	-2%	-0%	-0%

Significant Underutilization Chart

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Officials/Administrators	✓													
Professionals	✓													
Technicians								✓						
Administrative Support	✓		✓		✓									

I understand the regulatory obligation under 28 C.F.R. § 42.301-.308 to collect and maintain extensive employment data by race, national origin, and sex, even though our organization may not use all of this data in completing the EEOP Short Form.

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

 State Court Administrator 9/20/12
[signature] [title] [date]

STEP 4B: UNDERUTILIZATION NARRATIVE

The Oregon Judicial Department (OJD) workforce data reflects the workforce as of June 30, 2012. Under the Administrative Support category, which equals 72% of the OJD workforce, most persons who apply for these jobs reside within the county where the jobs are located. OJD historically uses county data to analyze this category, as well as the Service and Maintenance category, when submitting its Affirmative Action Report to the Oregon Legislature. The electronic format provided by USDOJ, Office of Justice Programs does not allow for mixing both statewide and countywide data. As a result, statewide data was used to evaluate these two EEO categories and the remaining EEO job categories used by OJD. Countywide data as described above is available in OJD's Affirmative Action Report.

Community labor statistics provided by the U.S. Census does not include data on persons with disabilities. OJD maintains data on its workforce for this category but has omitted this information for lack of valid comparators.

In response to a USDOJ, Office of Justice Programs directive in 2006, OJD developed a special database to capture the updated racial/ethnic categories required for this report. This included conducting a new survey of all OJD employees in early 2008.

A comparison of the OJD's workforce to the relevant labor force market for the state of Oregon indicates the underutilization in the following categories. To put these figures into proper perspective, the total number of employees in each category is included.

Officials and Administrators – total OJD workforce: 45

- Males – Whites are underutilized by 22%. Hispanics or Latinos are underutilized by 2%. Blacks or African Americans are underutilized by 1%. Asians are underutilized by 2%.
- Females – Hispanics or Latinos are underutilized by 1%.

Professionals – total OJD workforce: 312

- Males – Whites are underutilized by 7%. Blacks or African Americans are underutilized by 1%. Asians are underutilized by 1%.
- Females – Asians are underutilized by 1%.

Technicians – total OJD workforce: 40

- Males – Blacks or African Americans are underutilized by 1%. American Indians or Alaska Natives are underutilized by 1%. Asians are underutilized by 2%.

- Females – Whites are underutilized by 23%. Hispanics or Latinos are underutilized by 2%. Blacks or African Americans are underutilized by 1%.

Administrative Support – total OJD workforce: 1043

- Males – Whites are underutilized by 20%. Hispanics or Latinos are underutilized by 1%. Blacks or African Americans are underutilized by 1%. Asians are underutilized by 1%.

Service and Maintenance – total OJD workforce: 2

- Males - Hispanics or Latinos are underutilized by 10%. Blacks or African Americans are underutilized by 1%. American Indians or Alaska Natives are underutilized by 1%. Asians are underutilized by 1%. Two or more races are underutilized by 1%.
- Females – Whites are underutilized by 33%. Hispanics or Latinos are underutilized by 5%. Blacks or African Americans are underutilized by 1%. American Indians or Alaska Natives are underutilized by 1%. Asians are underutilized by 2%.

ANALYSIS

With the exception of the underutilization of white males in the Officials and Administrator, Professional, and Administrative Support EEO job categories, the percentage of underutilization of both males and females in other races/ethnicities in all EEO job categories is 2% or less, except as noted below.

In the Service and Maintenance EEO job category, the number of employees (two) made it difficult to draw any reliable conclusion.

For females, the most significant underutilization is for white females in the Technicians EEO job category (23%). This job category has historically attracted a greater number of male applicants because of the Information Technology (“IT”) technical support classifications. The IT classifications in this category provide hardware and software support in the courts and offices located throughout the state. Although OJD uses statewide data to conduct its analysis, the data suggests that the geographic locations of these positions may not produce a quantifiable female applicant pool.

Efforts to hire diverse applicants and maintain gains in workforce diversity have been severely compromised due to unprecedented budget shortfalls in both the 2009-11 and 2011-13 bienniums. These shortfalls resulted in program cuts, employee furloughs, and layoffs; OJD expects this trend to continue through at least the 2013-15 biennium.

STEP 5: OBJECTIVES

The Oregon Judicial Department (OJD) is committed to ensuring equal employment opportunity and to valuing diversity in our courts and offices. Our goal is to employ a highly diversified workforce that provides great service to this state and represents the diverse population of Oregon.

OJD will continue to provide OJD courts and offices with data and reports (i.e., employee, recruitment, and applicant information by classification, county, region, or state, etc.), gathered from various databases. The data and reports can be generated in various formats for use in analyzing and developing recruitment and outreach strategies.

Based on the results of the underutilization analysis, OJD established the following objectives:

- Recruit open competitively; use diverse interview panels where possible.
- Prioritize efforts to recruit people of color, women, and persons with disabilities to reflect an improved representation in all categories.
- Maintain gains made during the 2009-11 biennium and continue to strive to reach parity in all categories.
- Monitor all personnel practices and procedures, including training, hiring, and promoting to ensure they are applied equally and in compliance with the Oregon Judicial Department EEOP.
- Review diversity goals and employ outreach strategies to achieve such goals.
- Provide developmental assignments and job rotations to current employees; provide internships to high school and college students.
- Promote efforts to utilize underfill recruitments and establish career ladders for current employees.
- Establish a positive climate for equal employment. Take necessary action(s) to prevent discrimination and harassment.

STEP 6: STEPS TO ACHIEVE OBJECTIVES

The Oregon Judicial Department (OJD) has developed several strategies to achieve its EEO objectives:

EEO Data

- Gather applicant demographics for analysis to determine recruitment and outreach strategies.
- Continue to provide a census form regarding race/ethnicity and disability status in the new employee packet information.
- Encourage administrative authorities to evaluate subordinate managers and supervisors for making good faith efforts in EEO/AA.

Training

- Continue to provide training programs for employees and judges, when and where possible, that include information on affirmative action and discrimination, including incorporating the affirmative action plan into the existing EEO module of supervisory training.
- Provide, when and where possible, a separate, comprehensive recruitment and selection training module to supervisors and leadworkers with a component on affirmative action and diversity.
- Continue to promote a region-wide supervisor forum to share best practices in areas of recruitment and selection and outreach strategies.

Publicize the Profession

- Participate in mock interviews of high school students to provide feedback on their skills and to solicit interest in OJD.
- Encourage courts and offices to create internships for high school and college students interested in a career in the judicial branch.

Recruitment and Hiring

- Recruit open competitively; use diverse interview panels where possible.
- Continue to encourage courts and offices to use other popular web sites such as Monster.com and Craig's List to advertise OJD openings.

- Continue to post job announcements of professional-level positions on the National Center for State Courts website.
- Continue to post job announcements to job-category-related organizational and alumni websites (e.g., attorney positions with Oregon State Bar, Oregon State Bar section(s), and law school alumni listserves and websites; accountant, budget officer, and upper-level fiscal related positions with professional organizations such as the National Association of Budget Officers, etc.).

Employee Retention and Development

- Continue to provide a centrally coordinated mentorship program for new trial court administrators and division directors.
- Promote and support employee training and development for all employees.
- Develop opportunities for underfilling positions for those employees who do not meet the minimum qualifications and where recruitment for qualified individuals is difficult.
- Continue to provide a pay differential, where needed, for eligible department employees who possess bilingual skills.
- Advise employees and new hires of the Oregon Judicial Department's discrimination complaint procedures and handle all complaints in an effective and timely manner.

Other Initiatives

- Ensure OJD statewide committees and boards represent the diversity of the workforce.

STEPS 7a and 7b: INTERNAL and EXTERNAL DISSEMINATION

The EEOP will be accessible by all Oregon Judicial Department (OJD) employees and interested parties on OJD's internal and external web pages. The Human Resource Services Division Director, as delegated by the State Court Administrator, is responsible for implementing the EEOP.

Paper copies and other alternate formats will be made available to interested parties upon request.