



**2015- 2016
EQUAL EMPLOYMENT OPPORTUNITY PLAN
(EEOP)**

**July 1, 2015
to
June 30, 2016**

FOR

**CITY OF BAKERSFIELD
1600 Truxtun Avenue
Bakersfield, CA 93301
www.bakersfieldcity.us**

This Data is reflective July 1, 2014 through June 30, 2015

City of Bakersfield
Equal Employment Opportunity Plan (EEO)

As the City Manager for the City of Bakersfield, I strongly support the goals and actions established by the EEO in an effort to encourage the employment and advancement of females, minorities, people with disabilities, disabled veterans and veterans of the Vietnam era. The goal of the EEO is to create an equal work environment where all applicants and employees are treated fairly and with respect. To assure full implementation of this equal employment policy, we will take steps to assure that:

- a. Persons are recruited, hired, assigned and promoted without regard to race, religion, color, national origin, citizenship, sex, veteran's status, age or disability.
- b. All other personnel actions, such as compensation, benefits, transfers, layoffs and recall from layoffs, access to training, education, tuition assistance and social recreation programs are administered without regard to race, religion, color, veteran's status, national origin, citizenship, sex, age or disability.
- c. Employees and applicants shall not be subjected to harassment, intimidation, threats, coercion or discrimination because they have: (1) filed a complaint; (2) assisted or participated in an investigation, compliance review hearing or any other activity related to the administration of any federal, state or local law requiring equal employment opportunity; (3) opposed any act or practice made unlawful by any federal, state or local law requiring equal opportunity or (4) exercised any other right protected by federal, state or local law requiring equal opportunity.

I designate the Human Resources Manager as the EEO Officer responsible for all aspects of this EEO, including its planning, coordinating, implementing, monitoring and reporting to ensure a good faith effort to achieve the established goals.



Alan Tandy, City Manager

May 13, 2016
Date

As the Human Resources Manager for the City of Bakersfield, I strongly support the goals and actions established by the EEO in an effort to encourage the employment and advancement of females, minorities, people with disabilities, disabled veterans and veterans of the Vietnam era. The goal of the EEO is to create an equal work environment where all applicants and employees are treated fairly and with respect.

As the designated EEO Officer responsible for all aspects of this EEO, I will commit to the planning, coordinating, implementing, monitoring and reporting to ensure a good faith effort to achieve the established goals.



Christi Tenter, Human Resources Manager

04/08/2016
Date

EEOP Utilization Report



Thu Dec 17 14:24:00 EST 2015

Step 1: Introductory Information

Grant Title:	2014/15 and 15/16 Local Gov't Waste Tire Clean-up	Grant Number:	TCU15-14-004
Grantee Name:	City of Bakersfield	Award Amount:	\$100,000.00
Grantee Type:	Local Government Agency		
Address:	4101 Truxtun Ave., Bldg A 4101 Truxtun Ave., Bldg A, California 93309		
Contact Person:	Luda Fishman	Telephone #:	661-326-3144
Contact Address:	4101 Truxtun Ave., Bldg A 4101 Truxtun Ave., Bldg A, California 93309		
DOJ Grant Manager:	Jill Hayashida	DOJ Telephone #:	916-341-6814

Grant Title:	2014/15 FAA Grant	Grant Number:	AIP #3-06-0323-018-2014
Grantee Name:	City of Bakersfield	Award Amount:	\$150,000.00
Grantee Type:	Local Government Agency		
Address:	4101 Truxtun Ave., Bldg A Bakersfield, California 93309		
Contact Person:	Stuart Patteson	Telephone #:	661-326-3108
Contact Address:	4101 Truxtun Ave., Bldg A Bakersfield, California 93309		
DOJ Grant Manager:		DOJ Telephone #:	

Grant Title:	Used Oil Recycling FY 2014/15	Grant Number:	Used Oild - OPPS
Grantee Name:	City of Bakersfield	Award Amount:	\$101,541.00
Grantee Type:	Local Government Agency		
Address:	4101 Truxtun Ave., Bldg A Bakersfield, California 93309		
Contact Person:	Manar Haddad/Luda Fishman	Telephone #:	661-326-3045
Contact Address:	4101 Truxtun Ave., Bldg A Bakersfield, California 93309		
DOJ Grant Manager:	Ashraf Batavia	DOJ Telephone #:	916-341-6205

Grant Title: Shoulder Watering - Cottonwood, Morning, Old River
Grant Number: CMAQ
Grantee Name: City of Bakersfield
Award Amount: \$785,700.00
Grantee Type: Local Government Agency
Address: 1501 Truxtun Ave.
Bakersfield, California
93301
Contact Person: John Ussey
Telephone #: 661-326-3581
Contact Address: 1501 Truxtun Ave.
Bakersfield, California
93301
DOJ Grant Manager:
DOJ Telephone #:

Grant Title: Calloway Weir Bike Path
Grant Number: Public Benefit
Grantee Name: City of Bakersfield
Award Amount: \$50,200.00
Grantee Type: Local Government Agency
Address: 1501 Truxtun Ave.
Bakersfield, California
93301
Contact Person: Ed Murphy
Telephone #: 661-326-3958
Contact Address: 1501 Truxtun Ave.
Bakersfield, California
93301
DOJ Grant Manager:
DOJ Telephone #:

Grant Title: Harris Bike Lane - Wible to Gosford
Grant Number: Remove II
Grantee Name: City of Bakersfield
Award Amount: \$80,000.00
Grantee Type: Local Government Agency
Address: 1501 Truxtun Ave.
Bakersfield, California
93301
Contact Person: Ed Murphy
Telephone #: 661-326-3958
Contact Address: 1501 Truxtun Ave.
Bakersfield, California
93301
DOJ Grant Manager:
DOJ Telephone #:

Grant Title: Harris Bike Lane - Gosford to Buena Vista
Grant Number: Remove II
Grantee Name: City of Bakersfield
Award Amount: \$47,000.00
Grantee Type: Local Government Agency
Address: 1501 Truxtun Ave.
Bakersfield, California
93301
Contact Person: Ed Murphy
Telephone #: 661-326-3958
Contact Address: 1501 Truxtun Ave.
Bakersfield, California
93301
DOJ Grant Manager:
DOJ Telephone #:

Grant Title: Bike Lanes: Akers - McKee to Wilson
Grant Number: TDA
Grantee Name: City of Bakersfield
Award Amount: \$123,200.00
Grantee Type: Local Government Agency
Address: 1501 Truxtun Ave.
Bakersfield, California
93301
Contact Person: Ed Murphy
Telephone #: 661-326-3958
Contact Address: 1501 Truxtun Ave.
Bakersfield, California
93301
DOJ Grant Manager:
DOJ Telephone #:

Grant Title: Bike Lanes: Haggin Oaks - Ming to Camino Media
Grant Number: TDA
Grantee Name: City of Bakersfield
Award Amount: \$12,500.00
Grantee Type: Local Government Agency
Address: 1501 Truxtun Ave.
Bakersfield, California
93301
Contact Person: Ed Murphy
Telephone #: 661-326-3958
Contact Address: 1501 Truxtun Ave.
Bakersfield, California
93301
DOJ Grant Manager:
DOJ Telephone #:

Grant Title: Bike Lanes: Stockdale - Renfro to Allen
Grant Number: TDA
Grantee Name: City of Bakersfield
Award Amount: \$25,100.00
Grantee Type: Local Government Agency
Address: 1501 Truxtun Ave.
Bakersfield, California
93301
Contact Person: Ed Murphy
Telephone #: 661-326-3958
Contact Address: 1501 Truxtun Ave.
Bakersfield, California
93301
DOJ Grant Manager:
DOJ Telephone #:

Grant Title: Bike Lanes: Snow - Allen to Norris
Grant Number: TDA
Grantee Name: City of Bakersfield
Award Amount: \$25,200.00
Grantee Type: Local Government Agency
Address: 1501 Truxtun Ave.
Bakersfield, California
93301
Contact Person: Ed Murphy
Telephone #: 661-326-3958
Contact Address: 1501 Truxtun Ave.
Bakersfield, California
93301
DOJ Grant Manager:
DOJ Telephone #:

Grant Title: Bike Lanes: Southwest
Grant Number: TDA
Grantee Name: City of Bakersfield
Award Amount: \$48,333.00
Grantee Type: Local Government Agency
Address: 1501 Truxtun Ave.
Bakersfield, California
93301
Contact Person: Ed Murphy
Telephone #: 661-326-3958
Contact Address: 1501 Truxtun Ave.
Bakersfield, California
93301
DOJ Grant Manager:
DOJ Telephone #:

Grant Title: Install Pedestrian Countdown Heads - Part 4

Grant Number: TDA

Grantee Name: City of Bakersfield

Award Amount: \$79,060.00

Grantee Type: Local Government Agency

Address: 1501 Truxtun Ave.
Bakersfield, California
93301

Contact Person: John Ussery

Telephone #: 661-326-3581

Contact Address: 1501 Truxtun Ave.
Bakersfield, California
93301

DOJ Grant Manager:

DOJ Telephone #:

Grant Title: Calloway Weir Bike Path

Grant Number: Rose Foundation

Grantee Name: City of bakersfield

Award Amount: \$50,200.00

Grantee Type: Local Government Agency

Address: 1501 Truxtun Ave.
Bakersfield, California
93301

Contact Person: Ed Murphy

Telephone #: 661-326-3958

Contact Address: 1501 Truxtun Ave.
Bakersfield, California
93301

DOJ Grant Manager:

DOJ Telephone #:

Grant Title: Kern River Parkway Multi-Use Trail Improvement

Grant Number: AHSC

Grantee Name: City of Bakersfield

Award Amount: \$3,010,000.00

Grantee Type: Local Government Agency

Address: 1501 Truxtun Ave.
Bakersfield, California
93301

Contact Person: Ed Murphy

Telephone #: 661-326-3958

Contact Address: 1501 Truxtun Ave.
Bakersfield, California
93301

DOJ Grant Manager:

DOJ Telephone #:

Grant Title: 2014/15 City/County Beverage Container
Grant Number: CCPP Funding
Grantee Name: City of Bakersfield
Award Amount: \$93,563.00
Grantee Type: Local Government Agency
Address: 4101 Truxtun Ave. Bldg A
Bakersfield, California
93309
Contact Person: Manar Haddad/Sal Moretti
Telephone #: 661-326-3046
Contact Address: 4101 Truxtun Ave., Bldg A
Bakersfield, California
93309
DOJ Grant Manager: Wendy Box
DOJ Telephone #: 916-327-7079

Grant Title: 2014/15 Annual Credit Grant
Grant Number: 2014/15
Grantee Name: City of Bakersfield
Award Amount: \$10,000.00
Grantee Type: Local Government Agency
Address: 4101 Truxtun Ave., Bldg A
Bakersfield, California
93309
Contact Person: Stuart Patteson
Telephone #: 661-326-3107
Contact Address: 4101 Truxtun Ave., Bldg A
Bakersfield, California
93309
DOJ Grant Manager:
DOJ Telephone #:

Grant Title: Emergency Solutions Grant
Grant Number: B-14-MC-06-0510
Grantee Name: City of Bakersfield
Award Amount: \$260,531.00
Grantee Type: Local Government Agency
Address: 1600 Truxtun Ave.
Bakersfield, California
93301
Contact Person: Ryan Bland
Telephone #: 661-326-3733
Contact Address: 1715 Chester Ave.
Bakersfield, California
93301
DOJ Grant Manager:
DOJ Telephone #:

Grant Title: Community Development Block Grant
Grant Number: B-14-MC-06-0510
Grantee Name: City of Bakersfield
Award Amount: \$3,201,247.00
Grantee Type: Local Government Agency
Address: 1600 Truxtun Ave.
Bakersfield, California
93301
Contact Person: Ryan Bland
Telephone #: 661-326-3733
Contact Address: 1715 Chester Ave
Bakersfield, California
93301
DOJ Grant Manager:
DOJ Telephone #:

Grant Title: HOME Partnership Program
Grant Number: M-14-MC-06-0503
Grantee Name: City of Bakersfield
Award Amount: \$1,079,525.00
Grantee Type: Local Government Agency
Address: 1600 Truxtun Ave.
Bakersfield, California
93301
Contact Person: Ryan Bland
Telephone #: 661-326-3733
Contact Address: 1715 Chester Ave.
Bakersfield, California
93301
DOJ Grant Manager:
DOJ Telephone #:

Policy Statement:

The City of Bakersfield is committed to equal opportunity for all individuals, and to ensuring that no applicant or employee is discriminated against because of age, race, color, creed, religion, gender, national origin, physical or mental disability, medical condition, marital status, sexual orientation, family care or medical leave status, veteran status or any other protected class as established by Federal/State law.

The development of our Equal Employment Opportunity Plan (EEOP) will further enhance the City in meeting the goal of equal opportunity in employment and promotion. The Program will apply to all aspects of City employment, including but not limited to recruitment, selection, compensation (salary and other benefits), promotion, training and education opportunities, transfers, displacements (layoffs) and leaves of absence. Factors such as the proportion of minorities in the relevant labor market and/or the reasonable recruitment area as compared to job classifications within the City shall be used when possible in formulating appropriate goals in the EEOP.

Further, the City of Bakersfield requires strict adherence to the dictates of Title VII of the 1964 Civil Rights Act, and regulations of the California Fair Employment and Housing commission (Title 2 S2787.6), which prohibit any form of harassment in the workplace. All individuals are entitled to be treated fairly without regard to their protected status and any behavior in violation will be deemed inappropriate, unacceptable and will not be tolerated.

See Attachment for complete Policy.

Policy Statement:

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Any employee who believes he or she has been the subject of discrimination or harassment should report the alleged act immediately to his or her immediate Supervisor, any member of Management or contact Human Resources. An investigation of a complaint will immediately be addressed. Any employee who has been found to have harassed or discriminated against another employee will be subject to appropriate disciplinary action, up to and including termination.

Step 4b: Narrative Underutilization Analysis

In reviewing the Utilization Analysis Chart, the Human Resources Office for the City of Bakersfield Plan Year 2014-2015 made the following observations:

1. White females were significantly under-represented in the following job categories: Officials/Administrators (-8%), Professionals (-15%), Service Maintenance (-9%), and Protective Services: Non-sworn (-25%).
2. Hispanic/Latino females were significantly under-represented in the following job categories: Professionals (-9%), Technicians (-7%), Protective Services: Sworn Officials (-6%), Protective Services: Sworn-Patrol Officers (-6%), and Service Maintenance (-20%).
3. Asian females were significantly under-represented in the Professionals (-3%), and Technicians (-5%) job categories.
4. White males were significantly under-represented in the Skilled Craft (-8%), and Administrative Support (-5%) job categories.
5. Hispanic/Latino men were significantly under-represented in the following job categories: Officials/Administrative Support (-7%), Protective Services: Sworn-Officials: (-6%), Protective Services: Non-Sworn-Patrol Officers (-7%) and Administrative Support (-10%).

In keeping with the City of Bakersfield's commitment to having a workforce that reflects the community it serves, the City of Bakersfield will examine its recruitment and retention practices to see if there may be ways to attract under-represented groups summarized above.

Step 5 & 6: Objectives and Steps

1. Our objective is to provide equal employment opportunities for White, Hispanic/Latino and Black/African American females and Hispanic males as our organization fills vacancies that become available in the Protective Services: Sworn-patrol officers and non-sworn job categories. City of Bakersfield has identified action programs to address problem areas and to help achieve specific affirmative action goals. These programs include:

- a. The Human Resources (HR) Department will review recruitment, selection, promotion and other career development efforts and processes to assist in identifying areas that may be disproportionately eliminating protected groups.
- b. Review and make recommendations to departments regarding their underutilization of minorities and EEO activities, and work with departments to develop EEO strategies to address areas of concern.
- c. Work with departments to establish relationships, and a recruiting pool of potential applicants, with local and outlying colleges, universities and vocational training institutions.
- d. Review and make recommendations to departments regarding their social networking sites on ways to demonstrate employment openings and their diversity efforts.
- e. Offer programs to assist and prepare City employees in their career development efforts, including training courses offered by the City, such as:
 - REAL Supervisory Training
 - Monthly Optum Skills Training Seminars
 - Training to employees on the prevention of harassment, discrimination and diversity training.
 - Training personnel and management staff on proper interview techniques
 - Online Learning Center
 - Additional customized training is available upon request by departments
- f. Conduct ongoing analyses of job descriptions to ensure they accurately reflect job functions.

2. City of Bakersfield presently undertakes the following actions:

- a. A listing of all recruitment area employment sources designated to providing referral services to possible female and minority applicants will be utilized by the Human Resources Division in all external postings.
- b. When appropriate employment opportunities will be advertised in recruitment area publications that include female and/or minority readership. Also all recruitment ads will continue to state Equal Opportunity Employer.

- c. Disseminate information on job opportunities to organizations representing minorities, women and employment development agencies when job opportunities occur.
- d. Actively recruit at secondary schools, junior colleges, colleges and Universities with predominantly minority or female enrollments.

3. Ensure that all employees are given equal opportunity for promotion. This is achieved by:

- a. Posting promotional opportunities.
- b. Offering counseling to assist employees in identifying promotional opportunities, training and educational programs to enhance promotions and opportunities for job rotation or transfer.
- c. Evaluating job requirements for promotion.

Step 7a: Internal Dissemination

1. Distribute a hard copy of the EEOP Utilization Report to all Department Heads. The EEOP will be discussed as part of a Department Head Meeting and also on a one-on-one basis with hiring managers and oral board raters to ensure communication of the EEOP goals.
2. Send an e-mail and post a hard-copy memorandum to advise all employees that a copy of the EEOP Utilization Report is available on the HR intranet website and on Request.
3. A Policy Statement and plan availability will be communicated, and acknowledged by all new employees, as part of the New Hire Orientation Process.
4. Post a copy of the EEOP Utilization Report on the City of Bakersfield, Human Resources Intranet service, an in-house electronic communication network.
5. The City of Bakersfield EEOP Policy statements will remain prominently posted along with all other legally required postings within the Human Resources Division.
6. Equal Employment Opportunity and California Department of Fair Employment and Housing postings regarding discrimination in employment are prominently posted along with all other legally required postings across the City of Bakersfield.

Step 7b: External Dissemination

1. Post a copy of the EEOP Utilization Report on the City of Bakersfield's public website.
2. In utilizing the various advertising media to announce recruitment, the City of Bakersfield will continue to include the clause "Equal Opportunity Employer."

**Utilization Analysis Chart
Relevant Labor Market: Kern County, California**

Job Categories	Male						Female									
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Officials/Administrators																
Workforce #/%	36/75%	2/4%	0/0%	0/0%	1/2%	0/0%	0/0%	0/0%	9/19%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	11,005/41%	2,950/11%	435/2%	170/1%	620/2%	15/0%	130/0%	30/0%	7,195/27%	3,040/11%	700/3%	75/0%	465/2%	0/0%	70/0%	45/0%
Utilization #/%	34%	-7%	-2%	-1%	-0%	-0%	-0%	-0%	-8%	-11%	-3%	-0%	-2%	0%	-0%	-0%
Professionals																
Workforce #/%	99/52%	28/15%	7/4%	1/1%	8/4%	0/0%	0/0%	0/0%	35/19%	5/3%	4/2%	0/0%	2/1%	0/0%	0/0%	0/0%
CLS #/%	12,835/31%	2,705/7%	910/2%	65/0%	1,540/4%	35/0%	200/0%	80/0%	13,745/34%	4,920/12%	1,105/3%	185/0%	1,780/4%	40/0%	500/1%	140/0%
Utilization #/%	21%	8%	1%	0%	0%	-0%	-0%	-0%	-15%	-9%	-1%	-0%	-3%	-0%	-1%	-0%
Technicians																
Workforce #/%	67/44%	21/14%	7/5%	1/1%	4/3%	0/0%	0/0%	0/0%	36/24%	14/9%	1/1%	0/0%	2/1%	0/0%	0/0%	0/0%
CLS #/%	2,520/33%	885/11%	325/4%	0/0%	215/3%	0/0%	10/0%	20/0%	1,620/21%	1,280/16%	230/3%	20/0%	460/6%	15/0%	115/1%	20/0%
Utilization #/%	11%	2%	0%	1%	-0%	0%	-0%	-0%	3%	-7%	-2%	-0%	-5%	-0%	-1%	-0%
Protective Services: Sworn																
Workforce #/%	255/64%	86/22%	15/4%	2/1%	7/2%	0/0%	0/0%	0/0%	23/6%	9/2%	1/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	4,545/43%	2,920/28%	605/6%	90/1%	260/2%	0/0%	80/1%	15/0%	825/6%	825/6%	185/2%	65/1%	20/0%	0/0%	20/0%	40/0%
Utilization #/%	21%	-6%	-2%	-0%	-1%	0%	-1%	-0%	-2%	-6%	-2%	-1%	-0%	0%	-0%	-0%
Protective Services: Non-sworn																
Workforce #/%	85/77%	19/17%	5/5%	0/0%	0/0%	0/0%	0/0%	0/0%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	95/35%	65/24%	10/4%	0/0%	0/0%	0/0%	15/6%	0/0%	70/26%	15/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	42%	-7%	1%	0%	0%	0%	-6%	0%	-25%	-6%	0%	0%	0%	0%	0%	0%
Administrative Support																
Workforce #/%	23/12%	5/3%	0/0%	0/0%	1/1%	0/0%	0/0%	0/0%	9/14%	63/32%	8/4%	1/1%	1/1%	3/2%	0/0%	0/0%
CLS #/%	12,120/17%	9,255/13%	740/1%	105/0%	1,155/2%	4/0%	380/1%	270/0%	24,780/34%	18,860/26%	2,235/3%	265/0%	1,685/2%	65/0%	415/1%	165/0%

Job Categories	Male							Female								
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%
Utilization #/%	-5%	-10%	-1%	-0%	-1%	-0%	-1%	-0%	12%	6%	1%	0%	-2%	1%	-1%	-0%
Skilled Craft																
Workforce #/%	58/38%	84/55%	3/2%	0/0%	3/2%	0/0%	0/0%	0/0%	1/1%	3/2%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	14,775/46%	14,550/45%	745/2%	165/1%	515/2%	0/0%	250/1%	75/0%	540/2%	240/1%	75/0%	0/0%	50/0%	0/0%	4/0%	0/0%
Utilization #/%	-8%	10%	-0%	-1%	0%	0%	-1%	-0%	-1%	1%	-0%	0%	-0%	0%	-0%	0%
Service/Maintenance																
Workforce #/%	52/18%	204/72%	17/6%	0/0%	0/0%	1/0%	0/0%	0/0%	4/1%	6/2%	1/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	16,100/15%	46,600/43%	2,165/2%	330/0%	2,270/2%	50/0%	375/0%	465/0%	11,095/10%	24,370/22%	1,890/2%	385/0%	1,990/2%	20/0%	369/0%	285/0%
Utilization #/%	3%	29%	4%	-0%	-2%	0%	-0%	-0%	-9%	-20%	-1%	-0%	-2%	-0%	-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	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Officials/Administrators										✓						
Professionals								✓	✓				✓			
Technicians									✓				✓			
Protective Services: Sworn		✓								✓						
Protective Services: Non-sworn							✓		✓							
Administrative Support		✓														
Service/Maintenance					✓				✓				✓			

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

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

Christi Tenbrunsel, Human Resources Manager 04/08/2016
[signature] [title] [date]



A NOTICE AND INVITATION TO ALL EMPLOYEES AND APPLICANTS

EQUAL EMPLOYMENT OPPORTUNITY POLICY STATEMENT

City of Bakersfield has been and will continue to be an equal opportunity employer. To assure full implementation of this equal employment policy, we will take steps to assure that:

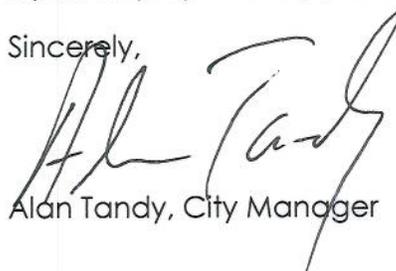
- a. Persons are recruited, hired, assigned and promoted without regard to race, religion, color, national origin, citizenship, sex, veteran's status, age or disability.
- b. All other personnel actions, such as compensation, benefits, transfers, layoffs and recall from layoffs, access to training, education, tuition assistance and social recreation programs are administered without regard to race, religion, color, veteran's status, national origin, citizenship, sex, age or disability.
- c. Employees and applicants shall not be subjected to harassment, intimidation, threats, coercion or discrimination because they have: (1) filed a complaint; (2) assisted or participated in an investigation, compliance review hearing or any other activity related to the administration of any federal, state or local law requiring equal employment opportunity; (3) opposed any act or practice made unlawful by any federal, state or local law requiring equal opportunity or (4) exercised any other right protected by federal, state or local law requiring equal opportunity.

I have appointed Christi Tenter to take on the responsibilities of EEO Officer. As EEO Officer, she will be responsible for the day to day implementation and monitoring of this Equal Employment Opportunity Plan. As part of that responsibility, she will periodically analyze the City's personnel actions and their effects to insure compliance with our equal employment policy.

If you, as one of our employees or as an applicant for employment, have any questions about this policy or would like to be considered under our Equal Employment Opportunity Plan, please see Christi Tenter during regular business hours. To obtain a copy of the Equal Employment Opportunity Plan visit www.bakersfieldcity.us

I have reviewed and fully endorse our Equal Employment Opportunity program. In closing, I ask the continued assistance and support of all of the City's personnel to attain our objective of equal employment opportunity for all.

Sincerely,



Alan Tandy, City Manager