

EEOP Utilization Report



Fri Sep 02 12:16:57 EDT 2016

Step 1: Introductory Information

Grant Title:	COPS CHP	Grant Number:	2013-UM-WX-0212
Grantee Name:	Chelsea Police Department	Award Amount:	\$625,000.00
Grantee Type:	Local Government Agency		
Address:	19 Park Street Chelsea, Massachusetts 02150		
Contact Person:	Pamela J. Monziona	Telephone #:	617-466-4815
Contact Address:	19 Park Street Chelsea, Massachusetts 02150		
DOJ Grant Manager:	Nakisha Arthur	DOJ Telephone #:	202-305-8149

Grant Title:	COPS CHP	Grant Number:	2014-UM-WX-0164
Grantee Name:	Chelsea Police Department	Award Amount:	\$625,000.00
Grantee Type:	Local Government Agency		
Address:	19 Park Street Chelsea, Massachusetts 02150		
Contact Person:	Pamela J. Monziona	Telephone #:	617-466-4815
Contact Address:	19 Park Street Chelsea, Massachusetts 02150		
DOJ Grant Manager:	Nakisha Arthur	DOJ Telephone #:	202-305-8149

Policy Statement:

In accordance with federal, state, and local laws, the City of Chelsea and the Chelsea Police Department is committed to maintaining a workforce that is free of unlawful discrimination on the basis of race, color, national origin, sex, religion, gender, disability, age, sexual orientation or preference, marital or family status, or political affiliation. The Chelsea Police re-issued General Order 2012-05 on November 24, 2012 which modified previous general orders 2008-31 and 2010-7 on Anti-Harrassment and Discrimination. General Order 2008-11 was issued on February 15, 2008 on Selection of Personnel Policy. Chelsea Police Department meets the standards for Mass Police Accreditation. The selection process for the position of police officer is goverened by the rules and regulations of the Commonwealth's Human Resources Dvision (HRD) and Massachusetts General Laws (M.G.L.) Chapter 31

Step 4b: Narrative Underutilization Analysis

The Chelsea Police Department has reviewed the Underutilization Analysis sheet and has determined the following areas are underutilized. The categories are: Black Males, White, Hispanic and Black Females, as the chart reflects. The Police department recruits all prospective candidates regardless of race. The Commonwealth's HRD provides a current list of eligible candidates ranked by test scores and (M.G.L.) section 26

The department must go by the ranking to hire.

The department has no choice who they hire first, they are governed by the Civil Service Ranking from the Commonwealth.

Looking at the chart, we can report the following:

The new class of sworn officers will have addressed most of the chart deficiencies. We have 2 women in the academy currently, 1 black, 1 hispanic and 1 white female on the candidate list for the next Academy.

We can only go by the list Civil Service sends us and there are no Black males on the current list provided by the Commonwealth.

Step 5 & 6: Objectives and Steps

1. Identify any barriers in recruitment that might deter White, Hispanic or Black women or Black men from applying for police positions

a. The CPD has reviewed all potential barriers and will do the following to encourage all recruits. Meet with female recruits and black male recruits to understand why a choice to become an officer was made and also meet with candidates to find out why candidates didn't choose this opportunity. We would also ask the recruits and potential candidates about barriers to taking the Civil Service exam. We will ask about PAT tests, curriculum, interview process and to get feedback on what barriers were experienced during the candidate stage. Feedback will allow us to look at the concerns and to build on making the process more accessible to these populations. Encourage all potential candidates to look at the Mass Police Training Council videos on "YouTube" to understand the process better and to pick up tips on the process.

b. We will arrange to meet with White, Hispanic, Black women and Black Males to interview them about their choice to become a police candidate. Some of the questions will include any barriers faced through the interview process, the PAT test and the curriculum. Based on the feedback we will have a better understanding on what barriers faced while going through the process and will make adjustments to accommodate these populations. The CPD also has a Sergeant that goes every step of the academy with the recruits always providing mentorship, help and encouragement and daily contact with the recruits and the training academy staff. Even though we are Civil Service and are governed by selection of the board we reach out to all candidates.

2. Target White, Hispanic or Black women or Black men in police recruitment campaigns

a. Currently we go to surrounding colleges, set a table up at National Night Out, we go to the local supermarket Market Basket and Home Depot and the local schools to do recruitment to attract these populations, we will broaden our recruitment team to include these populations who are members of our force. We will also have a section our Facebook about encouraging all to sign up and take the test. Also put a copy of the EEOP Utilization report there. The CPD will also host neighborhood campaigns for recruitment through our Community Services Division.

Step 7a: Internal Dissemination

1: Distribute a hard copy of the EEOP Utilization report to all employees in a supervisory position.

2: Send an email with the EEOP Utilization report through our Sharepoint system to all employees with the EEOP Utilization report attached and let them know that a hard copy of the EEOP Utilization report is on display at the bulletin boards and a copy of the EEOP Utilization report is also on the G drive under docs.

3: A hard copy of the EEOP Utilization report will also be put on the HR office's bulletin board.

Step 7b: External Dissemination

- 1: Place a hard copy of the EEOP Utilization report at the local library
- 2: Post a copy of the EEOP Utilization report on our website
- 3: Notify all vendors that a copy of the EEOP Utilization reports available upon request.

Utilization Analysis Chart
Relevant Labor Market: Suffolk County, Massachusetts

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 #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	47,740/47%	2,480/2%	3,025/3%	70/0%	3,535/3%	0/0%	340/0%	470/0%	35,605/35%	2,480/2%	3,245/3%	40/0%	2,830/3%	0/0%	415/0%	215/0%
Utilization #/%	-47%	-2%	-3%	-0%	-3%	0%	-0%	-0%	65%	-2%	-3%	-0%	-3%	0%	-0%	-0%
Professionals																
Workforce #/%	0/0%	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%	0/0%
CLS #/%	62,260/36%	3,340/2%	5,265/3%	45/0%	10,360/6%	0/0%	530/0%	585/0%	65,725/38%	4,275/2%	7,170/4%	35/0%	9,805/6%	25/0%	820/0%	825/0%
Utilization #/%	-38%	98%	-3%	-0%	-6%	0%	-0%	-0%	-38%	-2%	-4%	-0%	-6%	-0%	-0%	-0%
Technicians																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	5,390/29%	665/4%	770/4%	0/0%	1,045/6%	0/0%	105/1%	180/1%	6,395/34%	605/3%	1,855/10%	0/0%	1,385/7%	0/0%	90/0%	65/0%
Utilization #/%																
Protective Services:																
Sworn-Officials																
Workforce #/%	22/76%	6/21%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	7,280/56%	840/6%	2,040/16%	30/0%	355/3%	0/0%	105/1%	105/1%	1,375/11%	240/2%	590/5%	0/0%	25/0%	0/0%	35/0%	0/0%
Utilization #/%	20%	14%	-16%	-0%	-3%	0%	-1%	-1%	-7%	-2%	-5%	0%	-0%	0%	-0%	0%
Protective Services:																
Sworn-Patrol Officers																
Workforce #/%	40/60%	22/33%	1/1%	0/0%	1/1%	0/0%	0/0%	0/0%	1/1%	1/1%	0/0%	0/0%	1/1%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	12,660/28%	3,955/9%	3,920/9%	0/0%	1,385/3%	15/0%	153/0%	365/1%	10,525/23%	4,640/10%	6,040/13%	50/0%	1,485/3%	0/0%	355/1%	405/1%
Utilization #/%	32%	24%	-7%	0%	-2%	-0%	-0%	-1%	-21%	-9%	-13%	-0%	-2%	0%	-1%	-1%
Protective Services: Non-sworn																

Job Categories	Male										Female					
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	540/38%	135/9%	30/2%	0/0%	25/2%	0/0%	0/0%	0/0%	405/28%	110/8%	170/12%	0/0%	0/0%	0/0%	25/2%	0/0%
Utilization #/%																
Administrative Support																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/50%	2/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	37,300/28%	5,055/4%	5,465/4%	70/0%	3,755/3%	25/0%	285/0%	53,980/40%	9,275/7%	11,855/9%	135/0%	4,895/4%	0/0%	650/0%	735/1%	0/0%
Utilization #/%	-28%	-4%	-4%	-0%	-3%	-0%	-0%	10%	43%	-9%	-0%	-4%	0%	-0%	-1%	-1%
Skilled Craft																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	22,365/71%	3,665/12%	2,175/7%	50/0%	690/2%	0/0%	260/1%	1,185/4%	195/1%	425/1%	0/0%	190/1%	0/0%	35/0%	30/0%	0/0%
Utilization #/%	-71%	-12%	-7%	-0%	-2%	0%	-1%	-4%	99%	-1%	0%	-1%	0%	-0%	-0%	-0%
Service/Maintenance																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	30,275/28%	15,910/14%	11,020/10%	60/0%	4,165/4%	125/0%	530/0%	19,755/18%	11,150/10%	10,435/9%	130/0%	3,670/3%	15/0%	280/0%	1,325/1%	0/0%
Utilization #/%																

Significant Underutilization Chart

Job Categories	Male						Female									
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Protective Services: Sworn-Patrol Officers			✓					✓	✓	✓						

Law Enforcement Category Rank Chart

Job Categories	Male							Female								
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Chief of Police																
Workforce #/%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Captain																
Workforce #/%	4/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Lieutenant																
Workforce #/%	8/89%	1/11%	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%
Sergeant																
Workforce #/%	9/60%	5/33%	0/0%	0/0%	0/0%	0/0%	0/0%	1/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	40/60%	22/33%	1/1%	0/1%	1/1%	0/0%	0/0%	1/1%	1/1%	1/1%	0/0%	0/0%	1/1%	0/0%	0/0%	0/0%

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

Certified As Final By: Brian A. Kyes

Chief of Police

09-02-2016

[signature]

[title]

[date]