

City of Portland



1200-BOEC

Bureau of Emergency Communications

Bureau Affirmative Action Program (AAP) Plan Reports

2018 Quarter 2 (Semi-Annual)

AAP Update Plan Reports

1/1/2018 to 6/30/2018



BHR BUREAU OF
HUMAN
RESOURCES

**Job Group
Analysis
Summary by EEO
Category Report**

Job Group Analysis Summary by EEO Code

EEO Code & Description		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1 - Officials & Administrators	#	1	2	0	0	1	0	0	0		
7 Employees	%	14.29	28.57	0.00	0.00	14.29	0.00	0.00	0.00		
2 - Professionals	#	2	2	0	1	0	0	0	1		
5 Employees	%	40.00	40.00	0.00	20.00	0.00	0.00	0.00	20.00		
5 -Protective Service Workers: Non-Sworn	#	14	72	2	1	8	0	0	3		
113 Employees	%	12.39	63.72	1.77	0.88	7.08	0.00	0.00	2.65		
6 - Administrative Support	#	3	10	1	0	1	1	0	0		
19 Employees	%	15.79	52.63	5.26	0.00	5.26	5.26	0.00	0.00		
144 Employees	Totals	#	20	86	3	2	10	1	0	4	
		%	13.89	59.72	2.08	1.39	6.94	0.69	0.00	2.78	

Job Group Analysis Summary Report

Job Group Analysis Summary

Job Group & Name	EEO Code		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1DR - Officials/Admin - Directors	#		0	0	0	0	0	0	0	0		
1 Employee	1	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
1EC - Officials/Admin - Emergency Communication	#		0	1	0	0	0	0	0	0		
4 Employees	1	%	0.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00		
1GA - Officials/Admin - General Administrative	#		1	1	0	0	1	0	0	0		
2 Employees	1	%	50.00	50.00	0.00	0.00	50.00	0.00	0.00	0.00		
2EC - Professionals - Emergency Communication	#		1	1	0	1	0	0	0	0		
1 Employee	2	%	100.00	100.00	0.00	100.00	0.00	0.00	0.00	0.00		
2HR - Professionals - Human Resources	#		0	1	0	0	0	0	0	0		
1 Employee	2	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
2IT - Professionals - Information Technology	#		1	0	0	0	0	0	0	1		
3 Employees	2	%	33.33	0.00	0.00	0.00	0.00	0.00	0.00	33.33		
5EC - Protective Service - Non-Sworn - Emergency Communi	#		14	72	2	1	8	0	0	3		
113 Employees	5	%	12.39	63.72	1.77	0.88	7.08	0.00	0.00	2.65		
6EC - Administrative Support - Emergency Communication	#		2	5	0	0	1	1	0	0		
14 Employees	6	%	14.29	35.71	0.00	0.00	7.14	7.14	0.00	0.00		
6GA - Administrative Support - General Administrative	#		1	1	1	0	0	0	0	0		
1 Employee	6	%	100.00	100.00	100.00	0.00	0.00	0.00	0.00	0.00		
6OS - Administrative Support - Office Support	#		0	4	0	0	0	0	0	0		
4 Employees	6	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
144 Employees	Totals	#	20	86	3	2	10	1	0	4		
		%	13.89	59.72	2.08	1.39	6.94	0.69	0.00	2.78		

Job Group Analysis Report

Job Group Analysis

1DR

Officials/Admin - Directors

EEO Code: 1

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000429 - Emergency Communications Director	#	0	0	0	0	0	0	0	0		
1 Employee	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
1 Employee	Totals	#	0	0	0	0	0	0	0		
		%	0.00	0.00	0.00	0.00	0.00	0.00	0.00		

Job Group Analysis

1EC

Officials/Admin - Emergency Communication

EEO Code: 1

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000786 - Emerg Commun Operations Mgr	#	0	1	0	0	0	0	0	0		
1 Employee	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000789 - Emerg Commun Program Manager	#	0	0	0	0	0	0	0	0		
1 Employee	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000787 - Emerg Commun Operations Mgr, Assistant	#	0	0	0	0	0	0	0	0		
2 Employees	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
4 Employees	Totals	#	0	1	0	0	0	0	0		
		%	0.00	25.00	0.00	0.00	0.00	0.00	0.00		

Job Group Analysis

1GA

Officials/Admin - General Administrative

EEO Code: 1

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000441 - Business Operations Manager	#	1	1	0	0	1	0	0	0		
1 Employee	%	100.00	100.00	0.00	0.00	100.00	0.00	0.00	0.00		
30000452 - Management Analyst, Sr	#	0	0	0	0	0	0	0	0		
1 Employee	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
2 Employees	Totals #	1	1	0	0	1	0	0	0		
	%	50.00	50.00	0.00	0.00	50.00	0.00	0.00	0.00		

Job Group Analysis

2EC

Professionals - Emergency Communication

EEO Code: 2

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000788 - Emerg Commun Training & Dev Mgr	#	1	1	0	1	0	0	0	0		
1 Employee	%	100.00	100.00	0.00	100.00	0.00	0.00	0.00	0.00		
1 Employee	Totals	#	1	1	0	1	0	0	0		
		%	100.00	100.00	0.00	100.00	0.00	0.00	0.00		

Job Group Analysis

2HR

Professionals - Human Resources

EEO Code: 2

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000531 - Training & Development Analyst	#	0	1	0	0	0	0	0	0		
1 Employee	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
1 Employee	Totals	#	0	1	0	0	0	0	0		
		%	0.00	100.00	0.00	0.00	0.00	0.00	0.00		

Job Group Analysis

2IT

Professionals - Information Technology

EEO Code: 2

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30001533 - Business Systems Analyst, Principal	#	0	0	0	0	0	0	0	0		
1 Employee	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000449 - Business Systems Analyst, Sr	#	1	0	0	0	0	0	0	1		
2 Employees	%	50.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00		
3 Employees Totals	#	1	0	0	0	0	0	0	1		
	%	33.33	0.00	0.00	0.00	0.00	0.00	0.00	33.33		

Job Group Analysis

5EC

Protective Service - Non-Sworn - Emergency Communi

EEO Code: 5

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000034 - Emerg Commun Dispatcher, Sr	#	9	47	0	1	7	0	0	1		
74 Employees	%	12.16	63.51	0.00	1.35	9.46	0.00	0.00	1.35		
30000035 - Emerg Commun Police Dispatcher	#	0	3	0	0	0	0	0	0		
3 Employees	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
30001028 - Emerg Commun Lateral Police Disp, Trnee	#	0	0	0	0	0	0	0	0		
1 Employee	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000031 - Emerg Commun Call Taker	#	2	10	2	0	0	0	0	0		
19 Employees	%	10.53	52.63	10.53	0.00	0.00	0.00	0.00	0.00		
30000032 - Emerg Commun Dispatcher, Trainee	#	3	12	0	0	1	0	0	2		
16 Employees	%	18.75	75.00	0.00	0.00	6.25	0.00	0.00	12.50		
113 Employees	Totals	#	14	72	2	1	8	0	3		
		%	12.39	63.72	1.77	0.88	7.08	0.00	2.65		

Job Group Analysis

6EC

Administrative Support - Emergency Communication

EEO Code: 6

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000785 - Emerg Commun Supervisor	#	2	5	0	0	1	1	0	0		
14 Employees	%	14.29	35.71	0.00	0.00	7.14	7.14	0.00	0.00		
14 Employees	Totals	#	2	5	0	0	1	1	0	0	
		%	14.29	35.71	0.00	0.00	7.14	7.14	0.00	0.00	

Job Group Analysis

6GA

Administrative Support - General Administrative

EEO Code: 6

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000433 - Administrative Specialist, Sr	#	1	1	1	0	0	0	0	0		
1 Employee	%	100.00	100.00	100.00	0.00	0.00	0.00	0.00	0.00		
1 Employee	Totals	#	1	1	1	0	0	0	0		
		%	100.00	100.00	100.00	0.00	0.00	0.00	0.00		

Job Group Analysis

6OS

Administrative Support - Office Support

EEO Code: 6

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000013 - Office Support Specialist III	#	0	2	0	0	0	0	0	0		
2 Employees	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000835 - Emerg Commun Support Specialist	#	0	2	0	0	0	0	0	0		
2 Employees	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
4 Employees	Totals	#	0	4	0	0	0	0	0		
		%	0.00	100.00	0.00	0.00	0.00	0.00	0.00		

Incumbency vs. Estimated Availability Report

(If Employment is less than Availability, the
Availability % becomes the Placement
Goal)

Incumbency vs. Estimated Availability

1DR		Officials/Admin - Directors							
Total Emp 1		Min	Fem	Asi	Blk	His	Ind	Pac	Two
	Employment %	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Availability %	15.89	26.73	4.93	4.09	5.38	0.41	0.06	1.03
	Emp Less Avail?								
	Statistical Value	1.000E	1.000E	1.000E	1.000E	1.000E	1.000E	1.000E	1.000E
	Stat Significant?								
		Shortfall							
1EC		Officials/Admin - Emergency Communication							
Total Emp 4		Min	Fem	Asi	Blk	His	Ind	Pac	Two
	Employment %	0.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00
	Availability %	11.65	34.46	4.52	1.87	2.81	0.53	0.23	1.70
	Emp Less Avail?								
	Statistical Value	1.000E	1.000E	1.000E	1.000E	1.000E	1.000E	1.000E	1.000E
	Stat Significant?								
		Shortfall							
1GA		Officials/Admin - General Administrative							
Total Emp 2		Min	Fem	Asi	Blk	His	Ind	Pac	Two
	Employment %	50.00	50.00	0.00	0.00	50.00	0.00	0.00	0.00
	Availability %	10.77	41.59	4.55	1.62	2.49	0.54	0.07	1.47
	Emp Less Avail?								
	Statistical Value			1.000E	1.000E		1.000E	1.000E	1.000E
	Stat Significant?								
		Shortfall							
2EC		Professionals - Emergency Communication							
Total Emp 1		Min	Fem	Asi	Blk	His	Ind	Pac	Two
	Employment %	100.00	100.00	0.00	100.00	0.00	0.00	0.00	0.00
	Availability %	14.36	78.26	3.29	1.98	9.09	0.00	0.00	0.00
	Emp Less Avail?								
	Statistical Value			1.000E		1.000E			
	Stat Significant?								
		Shortfall							

In the Statistical Value section, standard deviations of 2.00 or greater are generally regarded as statistically significant. For groups with fewer than 30 employees, the Exact Binomial Test is used and scores are marked with "E". "E" scores of 0.050 or less are generally regarded as statistically significant.

Incumbency vs. Estimated Availability

2HR		Professionals - Human Resources							
Total Emp 1		Min	Fem	Asi	Blk	His	Ind	Pac	Two
	Employment %	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00
	Availability %	15.38	72.51	4.81	3.61	4.38	0.17	0.00	2.41
	Emp Less Avail?								
	Statistical Value	1.000E		1.000E	1.000E	1.000E	1.000E		1.000E
	Stat Significant?								
	Shortfall								
2IT		Professionals - Information Technology							
Total Emp 3		Min	Fem	Asi	Blk	His	Ind	Pac	Two
	Employment %	33.33	0.00	0.00	0.00	0.00	0.00	0.00	33.33
	Availability %	8.59	47.19	4.77	0.37	2.33	0.03	0.00	1.10
	Emp Less Avail?		YES						
	Statistical Value		0.252E	1.000E	1.000E	1.000E	1.000E		
	Stat Significant?								
	Shortfall		1						
5EC		Protective Service - Non-Sworn - Emergency Communi							
Total Emp 113		Min	Fem	Asi	Blk	His	Ind	Pac	Two
	Employment %	12.39	63.72	1.77	0.88	7.08	0.00	0.00	2.65
	Availability %	7.39	62.68	2.34	0.94	0.00	0.00	0.00	4.12
	Emp Less Avail?								YES
	Statistical Value			0.401	0.061				0.784
	Stat Significant?								
	Shortfall								1
6EC		Administrative Support - Emergency Communication							
Total Emp 14		Min	Fem	Asi	Blk	His	Ind	Pac	Two
	Employment %	14.29	35.71	0.00	0.00	7.14	7.14	0.00	0.00
	Availability %	15.16	63.24	2.86	1.29	6.93	0.81	0.12	3.14
	Emp Less Avail?		YES						
	Statistical Value	1.000E	0.049E	1.000E	1.000E			1.000E	1.000E
	Stat Significant?		YES						
	Shortfall		3						

In the Statistical Value section, standard deviations of 2.00 or greater are generally regarded as statistically significant. For groups with fewer than 30 employees, the Exact Binomial Test is used and scores are marked with "E". "E" scores of 0.050 or less are generally regarded as statistically significant.

Incumbency vs. Estimated Availability

6GA		Administrative Support - General Administrative							
Total Emp 1		Min	Fem	Asi	Blk	His	Ind	Pac	Two
	Employment %	100.00	100.00	100.00	0.00	0.00	0.00	0.00	0.00
	Availability %	13.70	88.93	3.60	1.46	5.18	0.56	0.39	2.50
	Emp Less Avail?								
	Statistical Value				1.000E	1.000E	1.000E	1.000E	1.000E
	Stat Significant?								
	Shortfall								

6OS		Administrative Support - Office Support							
Total Emp 4		Min	Fem	Asi	Blk	His	Ind	Pac	Two
	Employment %	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00
	Availability %	17.03	77.46	6.60	2.13	4.65	0.87	0.39	2.39
	Emp Less Avail?								
	Statistical Value	1.000E		1.000E	1.000E	1.000E	1.000E	1.000E	1.000E
	Stat Significant?								
	Shortfall								

Total Employment: 144

W - Whole Person Rule

A group is considered underutilized when employment is less than the plan availability by at least one whole person.

In the Statistical Value section, standard deviations of 2.00 or greater are generally regarded as statistically significant. For groups with fewer than 30 employees, the Exact Binomial Test is used and scores are marked with "E". "E" scores of 0.050 or less are generally regarded as statistically significant.

Shortfall Report (Persons Required)

(This is a supplemental report to the
*“Incumbency vs. Estimated Availability
Report”*)

Shortfall

1DR		Officials/Admin - Directors									
Total Emp 1	# Employed	Min	Fem	Asi	Blk	His	Ind	Pac	Two		
	# Available	0.2	0.3	0.0	0.0	0.1	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		
1EC		Officials/Admin - Emergency Communication									
Total Emp 4	# Employed	Min	Fem	Asi	Blk	His	Ind	Pac	Two		
	# Available	0.5	1.4	0.2	0.1	0.1	0.0	0.0	0.1		
	Persons Required	0	0	0	0	0	0	0	0		
1GA		Officials/Admin - General Administrative									
Total Emp 2	# Employed	Min	Fem	Asi	Blk	His	Ind	Pac	Two		
	# Available	0.2	0.8	0.1	0.0	0.0	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		
2EC		Professionals - Emergency Communication									
Total Emp 1	# Employed	Min	Fem	Asi	Blk	His	Ind	Pac	Two		
	# Available	0.1	0.8	0.0	0.0	0.1	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		
2HR		Professionals - Human Resources									
Total Emp 1	# Employed	Min	Fem	Asi	Blk	His	Ind	Pac	Two		
	# Available	0.2	0.7	0.0	0.0	0.0	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		
2IT		Professionals - Information Technology									
Total Emp 3	# Employed	Min	Fem	Asi	Blk	His	Ind	Pac	Two		
	# Available	0.3	1.4	0.1	0.0	0.1	0.0	0.0	0.0		
	Persons Required	0	1	0	0	0	0	0	0		
5EC		Protective Service - Non-Sworn - Emergency Communi									
Total Emp 113	# Employed	Min	Fem	Asi	Blk	His	Ind	Pac	Two		
	# Available	8.4	70.8	2.6	1.1	0.0	0.0	0.0	4.7		
	Persons Required	0	0	0	0	0	0	0	1		

Shortfall

6EC		Administrative Support - Emergency Communication									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
14	# Employed	2	5	0	0	1	1	0	0		
	# Available	2.1	8.9	0.4	0.2	1.0	0.1	0.0	0.4		
	Persons Required	0	3	0	0	0	0	0	0		
6GA		Administrative Support - General Administrative									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1	# Employed	1	1	1	0	0	0	0	0		
	# Available	0.1	0.9	0.0	0.0	0.1	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		
6OS		Administrative Support - Office Support									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
4	# Employed	0	4	0	0	0	0	0	0		
	# Available	0.7	3.1	0.3	0.1	0.2	0.0	0.0	0.1		
	Persons Required	0	0	0	0	0	0	0	0		

W - Whole Person Rule

A placement goal is set when employment is less than availability by at least one whole person.