City of Portland



1240-OMF-BHR Bureau of Human Resources

Bureau Affirmative Action Program (AAP) Plan Reports

2019 AAP Annual Plan Reports 1/1/2018 to 12/31/2018



Job Group Analysis Summary by EEO Category Report

Sector: 1240 - OMF Bureau of Human Rsrc 2019 Annual AAP Plan

Job Group Analysis Summary by EEO Code

EEO Code & Description		Min	Fem	Asi	Blk	His	Ind	Pac	Two	
1 - Officials & Administrators	#	5	3	0	5	0	0	0	0	
10 Employees	%	50.00	30.00	0.00	50.00	0.00	0.00	0.00	0.00	
2 - Professionals	#	24	25	4	9	7	1	0	3	
40 Employees	%	60.00	62.50	10.00	22.50	17.50	2.50	0.00	7.50	
6 - Administrative Support	#	10	28	4	4	1	0	0	1	
29 Employees	%	34.48	96.55	13.79	13.79	3.45	0.00	0.00	3.45	
79 Employees Totals	#	39	56	8	18	8	1	0	4	
	%	49.37	70.89	10.13	22.78	10.13	1.27	0.00	5.06	

Portland, OR

Job Group Analysis Summary Report

Sector: 1240 - OMF Bureau of Human Rsrc Portland, OR

Job Group Analysis Summary

Job Group & Name	EO Code		Min	Fem	Asi	Blk	His	Ind	Pac	Two	
1DR - Officials/Admin - Directors		#	1	1	0	1	0	0	0	0	
1 Employee	1	%	100.00	100.00	0.00	100.00	0.00	0.00	0.00	0.00	
1FL - Officials/Admin - Financial		#	1	0	0	1	0	0	0	0	
2 Employees	1	%	50.00	0.00	0.00	50.00	0.00	0.00	0.00	0.00	
1GA - Officials/Admin - General Administrative		#	3	2	0	3	0	0	0	0	
7 Employees	1	%	42.86	28.57	0.00	42.86	0.00	0.00	0.00	0.00	
2AC - Professionals - Accounting		#	3	2	1	1	1	0	0	0	
4 Employees	2	%	75.00	50.00	25.00	25.00	25.00	0.00	0.00	0.00	
2HR - Professionals - Human Resources		#	21	23	3	8	6	1	0	3	
35 Employees	2	%	60.00	65.71	8.57	22.86	17.14	2.86	0.00	8.57	
2IT - Professionals - Information Technology		#	0	0	0	0	0	0	0	0	
1 Employee	2	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6GA - Administrative Support - General Administrative)	#	1	7	0	0	1	0	0	0	
7 Employees	6	%	14.29	100.00	0.00	0.00	14.29	0.00	0.00	0.00	
6HR - Administrative Support - Human Resources		#	6	17	4	2	0	0	0	0	
18 Employees	6	%	33.33	94.44	22.22	11.11	0.00	0.00	0.00	0.00	
6OS - Administrative Support - Office Support		#	3	4	0	2	0	0	0	1	
4 Employees	6	%	75.00	100.00	0.00	50.00	0.00	0.00	0.00	25.00	
79 Employees	Totals	#	39	56	8	18	8	1	0	4	
		%	49.37	70.89	10.13	22.78	10.13	1.27	0.00	5.06	

Job Group Analysis Report

City of Portland

Sector: 1240 - OMF Bureau of Human Rsrc 2019 Annual AAP Plan Portland, OR

Job Group Analysis												
1DR	Officials/Admin - D	ired	ctors								EEO	Code: 1
Job Code & Title			Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30003038 - Director II		#	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	0		

100.00

0.00

100.00

0.00

0.00

0.00

0.00

%

100.00

1FL	Officials/Admin - F	inaı	ncial								EEO	Code: 1
Job Code & Title			Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30003056 - Financial Analyst III		#	1	0	0	1	0	0	0	0		
1 Employee		%	100.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00		
30003055 - Financial Analyst II		#	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	0	0	1	0	0	0	0		
		%	50.00	0.00	0.00	50.00	0.00	0.00	0.00	0.00		

1GA	Officials/Admin - G	ene	eral Adı	ministra	ative						EEO Code: 1
Job Code & Title			Min	Fem	Asi	Blk	His	Ind	Pac	Two	
30003035 - Deputy Director II		#	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	
30003082 - Manager II		#	2	1	0	2	0	0	0	0	
4 Employees		%	50.00	25.00	0.00	50.00	0.00	0.00	0.00	0.00	
30003081 - Manager I		#	1	0	0	1	0	0	0	0	
2 Employees		%	50.00	0.00	0.00	50.00	0.00	0.00	0.00	0.00	
7 Employees	Totals	#	3	2	0	3	0	0	0	0	
		%	42.86	28.57	0.00	42.86	0.00	0.00	0.00	0.00	

2AC	Professionals - Ac	cou	nting								EEO	Code: 2
Job Code & Title			Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30003001 - Accounting Supervisor		#	1	0	1	0	0	0	0	0		
1 Employee		%	100.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00		
30000064 - Accountant III		#	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		
30000063 - Accountant II		#	2	1	0	1	1	0	0	0		
2 Employees		%	100.00	50.00	0.00	50.00	50.00	0.00	0.00	0.00		
4 Employees	Totals	#	3	2	1	1	1	0	0	0		
		%	75.00	50.00	25.00	25.00	25.00	0.00	0.00	0.00		

2HR Professionals -	Huma	ın Reso	urces							EEO Code: 2
Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two	
30003065 - Human Resources Analyst III	#	3	4	2	1	0	0	0	0	
6 Employees	%	50.00	66.67	33.33	16.67	0.00	0.00	0.00	0.00	
30003066 - Human Resources Generalist	#	8	8	0	2	4	1	0	1	
12 Employees	%	66.67	66.67	0.00	16.67	33.33	8.33	0.00	8.33	
30003064 - Human Resources Analyst II	#	10	11	1	5	2	0	0	2	
17 Employees	%	58.82	64.71	5.88	29.41	11.76	0.00	0.00	11.76	
35 Employees Tot	als #	21	23	3	8	6	1	0	3	
	%	60.00	65.71	8.57	22.86	17.14	2.86	0.00	8.57	

2IT Professionals - In	form	ation T	echnol	ogy						EEO Code: 2
Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two	
30003012 - Business Systems Analyst III	#	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	
	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

6GA	Administrative Sup	opo	rt - Gen	eral Ad	lministr	rative					EEO	Code: 6
Job Code & Title			Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30003104 - Supervisor II		#	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		
30003103 - Supervisor I - E		#	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		
30003004 - Administrative Specialist II		#	1	3	0	0	1	0	0	0		
3 Employees		%	33.33	100.00	0.00	0.00	33.33	0.00	0.00	0.00		
30003003 - Administrative Specialist II		#	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		
30003002 - Administrative Specialist I		#	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		
7 Employees	Totals	#	1	7	0	0	1	0	0	0		
		%	14.29	100.00	0.00	0.00	14.29	0.00	0.00	0.00		

6HR Administr	ative Sup	ро	rt - Hun	nan Res	sources	3					EEO	Code: 6
Job Code & Title			Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30003063 - Human Resources Analyst I		#	5	11	3	2	0	0	0	0		
12 Employees		%	41.67	91.67	25.00	16.67	0.00	0.00	0.00	0.00		
30003067 - Human Resources Systems Specialist		#	1	6	1	0	0	0	0	0		
6 Employees		%	16.67	100.00	16.67	0.00	0.00	0.00	0.00	0.00		
18 Employees	Totals	#	6	17	4	2	0	0	0	0		
		%	33.33	94.44	22.22	11.11	0.00	0.00	0.00	0.00		

6OS	Administrative Sup	ро	rt - Offi	ce Supp	ort						EEO	Code: 6
Job Code & Title			Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000013 - Office Support Specialist III		#	2	2	0	2	0	0	0	0		
2 Employees		%	100.00	100.00	0.00	100.00	0.00	0.00	0.00	0.00		
30000012 - Office Support Specialist II		#	1	1	0	0	0	0	0	1		
1 Employee		%	100.00	100.00	0.00	0.00	0.00	0.00	0.00	100.00		
30000011 - Office Support Specialist I		#	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		
4 Employees	Totals	#	3	4	0	2	0	0	0	1		
		%	75.00	100.00	0.00	50.00	0.00	0.00	0.00	25.00		

Incumbency vs. Estimated Availability Report

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

2019 Annual AAP Plan

Sector: 1240 - OMF Bureau of Human Rare Ortland, OR

Incumbency vs. Estimated Availability

•	1DR	Official	s/Admin	- Directo	rs				
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
1	Employment %	100.00	100.00	0.00	100.00	0.00	0.00	0.00	0.00
•	Availability %	18.43	29.76	4.17	6.06	6.34	0.49	0.09	1.30
	Emp Less Avail?								
	Statistical Value			1.000E		1.000E	1.000E	1.000E	1.000E
	Stat Significant?								
	Shortfall								
	1FL	Official	s/Admin	- Financi	al				
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
2	Employment %	50.00	0.00	0.00	50.00	0.00	0.00	0.00	0.00
_	Availability %	13.82	45.76	4.33	4.29	3.44	0.00	0.00	1.76
	Emp Less Avail?								
	Statistical Value		0.504E	1.000E		1.000E			1.000E
	Stat Significant?								
	Shortfall								
,	1GA	Official	s/Admin	- Genera	l Admini	strative			
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
7	Employment %	42.86	28.57	0.00	42.86	0.00	0.00	0.00	0.00
•	Availability %	10.27	41.32	4.48	1.17	2.72	0.37	0.09	1.50
	Emp Less Avail?								
	Statistical Value		0.707E	1.000E		1.000E	1.000E	1.000E	1.000E
	Stat Significant?								
	Shortfall								
,	2AC	Professionals - Accounting							
4									
		Min	Fem	Asi	Blk	His	Ind	Pac	Two
Γotal Emp	Employment %	Min 75.00	Fem 50.00	Asi 25.00	Blk 25.00	His 25.00	0.00	Pac 0.00	Two 0.00
	Employment % Availability %								
Total Emp		75.00	50.00	25.00	25.00	25.00	0.00	0.00	0.00
Total Emp	Availability %	75.00	50.00	25.00	25.00	25.00	0.00	0.00	0.00
Total Emp	Availability % Emp Less Avail?	75.00	50.00 65.07	25.00	25.00	25.00	0.00 0.27	0.00 0.13	0.00

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

2	2HR	Profess	sionals -	Human F	Resource	S			
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
35	Employment %	60.00	65.71	8.57	22.86	17.14	2.86	0.00	8.57
	Availability %	13.50	75.39	4.28	2.79	4.15	0.21	0.00	2.07
	Emp Less Avail?		YES						
	Statistical Value		1.329						
	Stat Significant?								
	Shortfall		3						
	2IT	Profess	sionals -	Informat	ion Tech	nology			
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
1 '	Employment %	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
•	Availability %	13.19	41.95	7.77	1.18	2.41	0.16	0.00	1.66
	Emp Less Avail?								
	Statistical Value	1.000E	1.000E	1.000E	1.000E	1.000E	1.000E		1.000E
	Stat Significant?								
	Shortfall								
6	6GA	Admini	strative \$	Support -	General	Adminis	strative		
	6GA							Pac	Two
Total Emp	SGA Employment %	Admini Min 14.29	Fem	Support -	Blk 0.00	Adminis His 14.29	Ind 0.00	Pac 0.00	Two 0.00
		Min	Fem	Asi	Blk	His	Ind		
Total Emp	Employment %	Min 14.29	Fem 100.00	Asi 0.00	Blk 0.00	His 14.29	Ind 0.00	0.00	0.00
Total Emp	Employment % Availability %	Min 14.29	Fem 100.00	Asi 0.00	Blk 0.00	His 14.29	Ind 0.00	0.00	0.00
Total Emp	Employment % Availability % Emp Less Avail?	Min 14.29 14.82	Fem 100.00	Asi 0.00 4.21	0.00 1.30	His 14.29	0.00 0.66	0.00 0.28	0.00 2.71
Total Emp	Employment % Availability % Emp Less Avail? Statistical Value	Min 14.29 14.82	Fem 100.00	Asi 0.00 4.21	0.00 1.30	His 14.29	0.00 0.66	0.00 0.28	0.00 2.71
Total Emp 7	Employment % Availability % Emp Less Avail? Statistical Value Stat Significant?	Min 14.29 14.82 1.000E	Fem 100.00 64.27	Asi 0.00 4.21 1.000E	0.00 1.30	His 14.29 5.64	Ind 0.00 0.66 1.000E	0.00 0.28	0.00 2.71
Total Emp 7	Employment % Availability % Emp Less Avail? Statistical Value Stat Significant? Shortfall	Min 14.29 14.82 1.000E	Fem 100.00 64.27	Asi 0.00 4.21 1.000E	BIk 0.00 1.30	His 14.29 5.64	Ind 0.00 0.66 1.000E	0.00 0.28	0.00 2.71
Fotal Emp 7 Fotal Emp	Employment % Availability % Emp Less Avail? Statistical Value Stat Significant? Shortfall	Min 14.29 14.82 1.000E	Fem 100.00 64.27	Asi 0.00 4.21 1.000E	Blk 0.00 1.30 1.000E	His 14.29 5.64 Resourc	1.000E	0.00 0.28 1.000E	0.00 2.71 1.000E
Total Emp 7	Employment % Availability % Emp Less Avail? Statistical Value Stat Significant? Shortfall	Min 14.29 14.82 1.000E	Fem 100.00 64.27 strative S	Asi 0.00 4.21 1.000E Support -	Blk 0.00 1.30 1.000E - Human	His 14.29 5.64 Resourc His	1.000E 1.000E	0.00 0.28 1.000E	0.00 2.71 1.000E
Total Emp 7 Total Emp	Employment % Availability % Emp Less Avail? Statistical Value Stat Significant? Shortfall 6HR Employment %	Min 14.29 14.82 1.000E Admini Min 33.33	Fem 100.00 64.27 strative \$ Fem 94.44	Asi 0.00 4.21 1.000E Support - Asi 22.22	Blk 0.00 1.30 1.000E - Human Blk 11.11	His 14.29 5.64 Resourc His 0.00	1.000E es Ind 0.00	0.00 0.28 1.000E	0.00 2.71 1.000E
Total Emp 7 Total Emp	Employment % Availability % Emp Less Avail? Statistical Value Stat Significant? Shortfall 6HR Employment % Availability %	Min 14.29 14.82 1.000E Admini Min 33.33	Fem 100.00 64.27 strative \$ Fem 94.44	Asi 0.00 4.21 1.000E Support - Asi 22.22	Blk 0.00 1.30 1.000E - Human Blk 11.11	His 14.29 5.64 Resourc His 0.00	1.000E es Ind 0.00	0.00 0.28 1.000E	0.00 2.71 1.000E
Total Emp 7 Total Emp	Employment % Availability % Emp Less Avail? Statistical Value Stat Significant? Shortfall 6HR Employment % Availability % Emp Less Avail?	Min 14.29 14.82 1.000E Admini Min 33.33	Fem 100.00 64.27 strative \$ Fem 94.44	Asi 0.00 4.21 1.000E Support - Asi 22.22	Blk 0.00 1.30 1.000E - Human Blk 11.11	His 14.29 5.64 Resourc His 0.00 3.91	Ind 0.00 0.66 1.000E es Ind 0.00 0.40	0.00 0.28 1.000E	0.00 2.71 1.000E Two 0.00 2.88

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

6OS		Administrative Support - Office Support										
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two			
4	Employment %	75.00	100.00	0.00	50.00	0.00	0.00	0.00	25.00			
	Availability %	17.06	77.73	6.58	2.14	4.71	0.87	0.39	2.40			
	Emp Less Avail?											
	Statistical Value			1.000E		1.000E	1.000E	1.000E				
	Stat Significant?											
	Shortfall											

Total Employment: 79

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")

Sector: 1240 - OMF Bureau of Human Rare

Shortfall

1	DR	Official	s/Admin	- Directo	rs								
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two				
1	# Employed	1	1	0	1	0	0	0	0				
	# Available	0.2	0.3	0.0	0.1	0.1	0.0	0.0	0.0				
	Persons Required	0	0	0	0	0	0	0	0				
1	FL	Officials/Admin - Financial											
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two				
2	# Employed	1	0	0	1	0	0	0	0				
	# Available	0.3	0.9	0.1	0.1	0.1	0.0	0.0	0.0				
	Persons Required	0	0	0	0	0	0	0	0				
1	GA	Official	s/Admin	- Genera	l Admini:	strative							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two				
7	# Employed	3	2	0	3	0	0	0	0				
	# Available	0.7	2.9	0.3	0.1	0.2	0.0	0.0	0.1				
	Persons Required	0	0	0	0	0	0	0	0				
2	AC	Professionals - Accounting											
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two				
4	# Employed	3	2	1	1	1	0	0	0				
	# Available	0.6	2.6	0.4	0.0	0.1	0.0	0.0	0.1				
	Persons Required	0	0	0	0	0	0	0	0				
2	HR	Professionals - Human Resources											
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two				
Total Emp	# Employed	Min 21	Fem 23	Asi 3	Blk 8	His 6	Ind 1	Pac 0	Two 3				
Total Emp	# Employed # Available												
		21	23	3	8	6	1	0	3				
35	# Available Persons Required 2IT	21 4.7 0 Profess	23 26.4 3 sionals -	3 1.5 0 Informati	8 1.0 0	6 1.5 0 nology	1 0.1 0	0 0.0 0	3 0.7 0				
35	# Available Persons Required 2IT	21 4.7 0 Profess	23 26.4 3 sionals -	3 1.5 0 Informati	8 1.0 0	6 1.5 0 nology	0.1	0 0.0 0	3 0.7 0				
35	# Available Persons Required 2IT	21 4.7 0 Profess	23 26.4 3 sionals -	3 1.5 0 Informati	8 1.0 0	6 1.5 0 nology	1 0.1 0	0 0.0 0	3 0.7 0				
35 Total Emp	# Available Persons Required 2IT	21 4.7 0 Profess	23 26.4 3 sionals -	3 1.5 0 Informati	8 1.0 0 on Techi	6 1.5 0 nology	1 0.1 0	0 0.0 0	3 0.7 0				
35 Total Emp	# Available Persons Required 2IT # Employed	21 4.7 0 Profess Min 0	23 26.4 3 sionals -	3 1.5 0 Informati Asi 0	8 1.0 0 on Techi Blk 0	6 1.5 0 nology His 0	1 0.1 0	0 0.0 0	3 0.7 0				
35 Total Emp	# Available Persons Required 2IT # Employed # Available	21 4.7 0 Profess Min 0 0.1	23 26.4 3 sionals - Fem 0 0.4 0	3 1.5 0 Informati Asi 0 0.1	8 1.0 0 fon Techi Blk 0 0.0	6 1.5 0 nology His 0 0.0	1 0.1 0 Ind 0 0.0	0 0.0 0	3 0.7 0 Two 0 0.0				
35 Total Emp	# Available Persons Required 2IT # Employed # Available Persons Required	21 4.7 0 Profess Min 0 0.1	23 26.4 3 sionals - Fem 0 0.4 0	3 1.5 0 Informati Asi 0 0.1	8 1.0 0 fon Techi Blk 0 0.0	6 1.5 0 nology His 0 0.0	1 0.1 0 Ind 0 0.0	0 0.0 0	3 0.7 0 Two 0 0.0				
Total Emp 1 Total Emp	# Available Persons Required 2IT # Employed # Available Persons Required	21 4.7 0 Profess Min 0 0.1 0 Adminis	23 26.4 3 sionals - Fem 0 0.4 0	3 1.5 0 Informati Asi 0 0.1 0	8 1.0 0 fon Techi Blk 0 0.0 0	6 1.5 0 nology His 0 0.0 0	1 0.1 0 Ind 0 0.0 0	0 0.0 0 Pac 0 0.0	3 0.7 0 Two 0 0.0 0				
Total Emp 1	# Available Persons Required 2IT # Employed # Available Persons Required GA	21 4.7 0 Profess Min 0 0.1 0 Adminis	23 26.4 3 sionals - Fem 0 0.4 0	3 1.5 0 Informati Asi 0 0.1 0 Support -	8 1.0 0 fon Techi Blk 0 0.0 0 General Blk	6 1.5 0 nology His 0 0.0 0 Adminis	1 0.1 0 Ind 0 0.0 0 strative Ind	0 0.0 0 Pac 0 0.0 0	3 0.7 0 Two 0 0.0 0				

Shortfall

6	6HR	Admini	strative S	Support -	Human	Resourc	es			
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two	
18	# Employed	6	17	4	2	0	0	0	0	
	# Available	1.7	16.0	0.3	0.1	0.7	0.1	0.0	0.5	
	Persons Required	0	0	0	0	0	0	0	0	

6	SOS	Administrative Support - Office Support										
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two			
4	# Employed	3	4	0	2	0	0	0	1			
	# 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.