

EEOP Utilization Report



Tue Apr 26 13:54:45 EDT 2016

Step 1: Introductory Information

Grant Title:	Direct to Recovery- SUD	Grant Number:	2014-DC-BX-0076
Grantee Name:	Mental Health Mental Retardation of Tarrant County	Award Amount:	\$298,900.00
Grantee Type:	Local Government Agency		
Address:	3840 Hulen St Fort Worth, Texas 76107		
Contact Person:	Margaret Blake	Telephone #:	817-569-4453
Contact Address:	3840 Hulen St Fort Worth, Texas 76107		
DOJ Grant Manager:	Virginia T. Hernandez	DOJ Telephone #:	202-616-5910

Grant Title:	Direct to Recovery- SUD	Grant Number:	2011-DC-BX-0037
Grantee Name:	Mental Health Mental Retardation of Tarrant County	Award Amount:	\$249,262.00
Grantee Type:	Local Government Agency		
Address:	3840 Hulen St Fort Worth, Texas 76107		
Contact Person:	Margaret Blake	Telephone #:	817-569-4453
Contact Address:	3840 Hulen St Fort Worth, Texas 76107		
DOJ Grant Manager:	Virginia T. Hernandez	DOJ Telephone #:	202-616-5910

Policy Statement:

It is the policy of the Board of Trustees to reaffirm its commitment to afford equal employment opportunity to all qualified individuals regardless of race, color, national origin, disability, sex, religion, age or veteran status. It is the policy of this organization to provide equal employment opportunity (EEO) in full compliance with Title VII of the Civil Rights Act of 1964 as amended, the Age Discrimination in Employment Act of 1967 as amended, the Vietnam Veterans' Readjustment Assistance Act of 1972 as amended, the Rehabilitation Act of 1973 as amended, the Americans With Disabilities Act of 1990, the ADA of 2008, Fair Labor Standards of 1958, as amended (Equal Pay Act of 1963), Title II of the Genetic Information Nondiscrimination Act of 2008 (GINA), Pregnancy Discrimination Act of 1978 and the Texas Commission on Human Rights Act. Recruitment, hiring, training, and promotion of persons in all job classifications shall be administered according to law without regard to race, color, national origin, disability, sex, religion, age, or veterans status.

Step 4b: Narrative Underutilization Analysis

In review of the underutilization data, the Human Resources department of MHMR of Tarrant County found that:

1. White males reflect underutilization in the following categories:

- Officials/Administrators: -27%, Professionals: -20%, Technicians: -32%

2. Hispanic or Latino males reflect underutilization in the following categories:

- Skilled Craft: -37%, Service/Maintenance: -20%

In review, the underutilization of White males is reflected in Officials,/Administrators, Professionals and Technicians. Hispanic or Latino males reflect underutilization in professional, Administrative Support and Service/Maintenance categories.

There proves to be shortages of Behavioral Health professionals in Tarrant County. The supply of qualified persons to deliver Behavioral Health services may not be respective to the general labor workforce supply in Tarrant County.

Step 5 & 6: Objectives and Steps

1. MHMR of Tarrant County will frequently evaluate recruiting strategy and performance

- a. MHMR of Tarrant County will review applicant data quarterly to determine the efficiency of recruiting methods. Recruiting data will be generated via HRIS and Manual reports.
- b. MHMR of Tarrant County will post open positions online and accept online submissions.
- c. MHMR of Tarrant County will accept hard copy applications on site, ensuring that no application barriers exist.
- d. MHMR of Tarrant County will partner with Texas Workforce Commission. TWC offers applicants access to computers to complete online applications.
- e. MHMR of Tarrant County will provide hiring and selection process training to supervisors and managers.

2. MHMR of Tarrant County will focus recruiting efforts on employing underutilized groups

- a. MHMR of Tarrant County will partner with groups and organizations in geographical areas with high population of identified underutilized groups to encourage employment.
 - MHMR of Tarrant County will engage various organizations, but not limited to:
 - Texas Workforce Commission
 - Local and remote Colleges, trade schools & Universities
 - Chambers of Commerce
 - Non profit Organizations
 - Employment Advocacy Organizations
 - Local Cities
 - Cultural organizations

3. MHMR of Tarrant County will continue engage the community to promote employment with the organization

- a. Maintain a productive working relationship with Texas Workforce Commission in order to source applicants and promote job availability.
- b. Connect with community advocate and employment services in Tarrant, as well as surrounding counties to promote employment with MHMR of Tarrant County.
- c. Engage colleges and universities within the metroplex and extended regions to participate in campus hiring and career events.
- d. Regularly attend hiring events held in the metroplex and extended communities.
- e. Engage with colleges and universities to promote the availability of internships.

Step 7a: Internal Dissemination

-Employees will be notified that the EEOP Short Form will be accessible on MHMR of Tarrant County's public website via electronic newsletter.

Step 7b: External Dissemination

The a link to provide a copy of the EEOP Short Form will be posted on MHMR of Tarrant County's public website.
<http://www.mhmrtarrant.org>

Utilization Analysis Chart
Relevant Labor Market: Tarrant County, Texas

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 #/%	14/20%	1/1%	6/9%	0/0%	0/0%	0/0%	2/3%	0/0%	25/36%	2/3%	17/25%	0/0%	0/0%	0/0%	2/3%	0/0%
CLS #/%	49,270/47%	6,865/7%	4,250/4%	245/0%	2,535/2%	20/0%	315/0%	160/0%	28,470/27%	5,140/5%	5,210/5%	140/0%	1,170/1%	20/0%	415/0%	160/0%
Utilization #/%	-27%	-5%	5%	-0%	-2%	-0%	3%	-0%	9%	-2%	20%	-0%	-1%	-0%	3%	-0%
Professionals																
Workforce #/%	63/13%	7/1%	47/10%	7/1%	0/0%	3/1%	0/0%	0/0%	177/36%	35/7%	121/25%	1/0%	15/3%	0/0%	11/2%	0/0%
CLS #/%	46,050/33%	4,550/3%	4,505/3%	255/0%	4,845/3%	70/0%	500/0%	305/0%	57,770/41%	7,190/5%	9,515/7%	290/0%	3,545/3%	75/0%	740/1%	300/0%
Utilization #/%	-20%	-2%	6%	1%	-3%	1%	-0%	-0%	-5%	2%	18%	-0%	1%	-0%	2%	-0%
Technicians																
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 #/%	7,015/32%	1,245/6%	890/4%	10/0%	875/4%	0/0%	150/1%	35/0%	7,405/34%	1,555/7%	1,850/9%	40/0%	460/2%	0/0%	100/0%	70/0%
Utilization #/%	-32%	-6%	-4%	-0%	-4%	0%	-1%	-0%	66%	-7%	-9%	-0%	-2%	0%	-0%	-0%
Protective Services: Sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	7,205/55%	1,280/10%	1,625/12%	40/0%	35/0%	95/1%	40/0%	20/0%	1,620/12%	350/3%	770/6%	15/0%	20/0%	0/0%	45/0%	0/0%
Utilization #/%																
Protective Services: Non-sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
Civilian Labor Force #/%	300/26%	100/9%	80/7%	0/0%	0/0%	0/0%	0/0%	0/0%	465/40%	125/11%	80/7%	0/0%	0/0%	0/0%	0/0%	10/1%
Utilization #/%																
Administrative Support																
Workforce #/%	12/6%	4/2%	6/3%	0/0%	0/0%	0/0%	0/0%	0/0%	76/36%	44/21%	64/30%	2/1%	1/0%	0/0%	4/2%	0/0%
CLS #/%	57,075/24%	15,490/7%	9,495/4%	275/0%	3,855/2%	165/0%	705/0%	375/0%	91,210/39%	26,850/11%	21,390/9%	560/0%	4,425/2%	230/0%	1,460/1%	600/0%

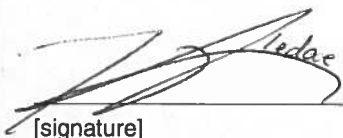
Job Categories	Male										Female					
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%
Utilization #/%	-19%	-5%	-1%	-0%	-2%	-0%	-0%	-0%	-3%	9%	21%	1%	-1%	-0%	1%	-0%
Skilled Craft																
Workforce #/%	1/33%	0/0%	1/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/33%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	37,580/48%	29,145/37%	3,960/5%	270/0%	1,995/3%	4/0%	565/1%	170/0%	2,115/3%	1,225/2%	1,115/1%	65/0%	645/1%	30/0%	79/0%	0/0%
Utilization #/%	-14%	-37%	28%	-0%	-3%	-0%	-1%	-0%	-3%	-2%	32%	-0%	-1%	-0%	-0%	0%
Service/Maintenance																
Workforce #/%	18/14%	7/5%	22/17%	0/0%	0/0%	0/0%	0/0%	0/0%	37/28%	10/8%	37/28%	1/1%	0/0%	0/0%	0/0%	0/0%
CLS #/%	50,415/23%	54,660/25%	17,150/8%	360/0%	4,025/2%	75/0%	825/0%	430/0%	35,935/17%	31,820/15%	14,860/7%	345/0%	4,700/2%	165/0%	605/0%	265/0%
Utilization #/%	-10%	-20%	9%	-0%	-2%	-0%	-0%	-0%	11%	-7%	21%	1%	-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	✓	✓			✓				✓							
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.


[signature]

Managing Dir. HR.
[title]

4-26-16
[date]