

2006-587

**King County Executive Branch
EEO/Affirmative Action Plan for
January 1, 2007 to December 31, 2008**

Ordinance

Adopted by King County Council on _____
Signed by King County Executive on _____

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Executive Summary

The 2007 – 2008 Equal Employment Opportunity /Affirmative Action Plan (herein after, "EEO/AA Plan) is a statement of the King County Executive's vision and commitment to ensure equal employment opportunity, affirmative action, and diversity in the workplace. Central to this commitment is the belief that the workforce best serves the King County citizens and residents if it reflects the gender and racial, and persons with disability profile of the community it serves. This EEO/AA Plan is in effect from January 1, 2007 through December 31, 2008.

The EEO/AA Plan is a management tool and as such implements King County's equal employment opportunity commitment by:

- Providing the Executive's written EEO/AA Policy statement;
- Identifying areas for improvement, including those with underrepresentation of persons of color, women, and barriers to employment for persons with disabilities;
- Designating responsibilities for implementation of the EEO/AA Plan;
- Developing specific action-oriented programs to address identified areas for improvement;
- Establishing time tables to implement identified areas for improvement; and
- Establishing periodic internal audits to record, monitor and measure programmatic efforts.

EEO/Affirmative Action Plan Vision

The mission of the King County Executive Branch is to enhance the citizens of King County's quality of life and support its economic vitality by providing high-quality, cost-effective, valued services to our customers.

Government is a reflection of the people it serves. The vision of King County is a collaborative, responsive, innovative, and progressive regional government. We recognize the diversity of our workforce as key to providing effective culturally competent services to our many communities.

We value the diversity of our many communities as a primary source of recruitment and applicants for our workforce.

The King County Executive Branch believes that diversity and equal employment opportunity are basic foundations of effective service. Therefore, we:

- Work to attract and hire, promote and retain a committed, talented, and diverse workforce capable of addressing complex challenges;
- Endeavor to create a bias-free work environment that promotes diversity, equality, and productivity where our employees and citizens can feel respected, communicate freely, and contribute fully;
- Provide leadership, encouragement, accountability and resources to foster innovation in meeting our commitments, and to ensure the implementation of this plan;

To assist in the fulfillment of this mission, the King County Executive Branch has established a voluntary EEO/Affirmative Action Plan with goals and timetables to address underutilization and continuously strive toward diversity, equality, and productivity in the workplace.

Affirmative Action Program Required Elements

The Executive Branch has established a voluntary written affirmative action plan to achieve equal employment opportunity ("EEO"), fair employment, and a diverse workforce.

The EEO/AA Plan describes a program designed to provide guidance to individual department management teams to implement the equal employment opportunity and affirmative action policy of King County.

King County Agencies covered by the plan are:

King County Executive Office

Department of Adult and Juvenile Detention

Department of Community and Human Services

Department of Development and Environmental Services

Department of Executive Services

Department of Judicial Administration

Department of Natural Resources and Parks

Department of Public Health

Department of Transportation

Department of Assessments

King County Sheriff's Office

King County's EEO/AA Plan is established in accordance with and subject to the requirements of:

- The Civil Rights Acts of 1964 and 1993 as amended, Titles VI and VII;
- Executive Order 11246 of 1965 as amended, Part II;
- The US Department of Labor Code of Federal Regulations Title 41, Parts 60 - 1 and 60-2, "Revised Order No. 4";
- The Rehabilitation Act of 1973, as amended, Sections 503 and 504;
- Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended;
- Vietnam Employment Opportunity Act of 1998;
- Title I and V of The Americans with Disabilities Act (ADA) of 1990;
- The U.S. Department of Transportation Federal Transit Administration Guidelines for Grant Recipients, Urban Mass Transit Act (UMTA) of 1964 C 4704.1 as amended; and Section 19 of the Federal Mass Transit Act, 49 U.S.C. 1601; and
- The U.S. Department of Justice Equal Employment Opportunity Guidelines for Grant Recipients, CFR Title 28 Part 42.301.

EEO/AA Policy Statement and Reaffirmation

It is the policy of the King County Executive Branch to express the values of diversity, equality, and productivity by treating its employees with dignity and respect in accomplishing its public service mission.

The King County Executive Branch further reaffirms its EEO policy and Affirmative Action commitment by:

- Complying with all commitments to equal employment opportunity and prohibiting discrimination on the basis of race, color, age, sex, marital status, sexual orientation, religion, ancestry, national origin, the presence of any sensory, mental or physical disability, or veteran status as Special Disabled veteran or Vietnam Era veteran, in all employment and personnel practices as required under federal, state and local law and policy's, or bargaining agreements.

Employment terms and conditions and personnel practices include, but are not limited to recruitment, application, selection and hiring, orientation, promotion, compensation and benefits, supervision, assignments, training, tuition assistance, transfer, discipline, termination, lay-off, or recall.

- Prohibiting harassment including sexual harassment, which is a form of discrimination. Employees are encouraged to promptly report such incidents to management. Management is instructed to respond to any reports promptly and effectively.
- Providing reasonable accommodations when requested, to applicants and employees with disabilities, and to identify and remove barriers to accessing services or employment opportunities.
- Ensuring that all employees with questions or concerns about discrimination or harassment can raise issues and complaints without fear of discrimination, harassment, intimidation, or retaliation, and can bring such questions or concerns to the attention of their immediate supervisor, department HR service delivery managers or the Human Resources Division.
- When requested or as appropriate, employees will be notified of their right to file a discrimination complaint with complaint resolution agencies such as the King County Office of Civil Rights, Washington State Human Rights Commission, Equal Employment Opportunity Commission, or Veterans Administration.
- Hold all employees accountable for complying with this policy. Any employee who commits or participates in any action, which is a violation of this policy, may be subject to disciplinary action up to and including termination.

To ensure EEO policy and EEO/AA Plan accountability, the King County Executive Branch will:

- Monitor and evaluate program status and progress on a regular basis. Provide reports to the Executive, department directors, King County Council, Civil Rights Commission, 504-ADA Advisory Committee and the Executive's Employee-Based EEO/AA Committee.
- Review employment and personnel practices to ensure that they are appropriately job-related and are nondiscriminatory.

- Hold management accountable for the successful implementation of the EEO Policy and EEO/AA Plan.
- Provide a complaint process to address allegations of non-compliance with the EEO Policy and EEO/AA Plan.
- Ensure that employees are provided non-discrimination and anti-harassment information, and that they are informed of their right to have access to the full text of the EEO/AA Plan. When adopted, copies of the full text of the EEO/AA Plan will be available:
 - Electronically on the Executive's web page under Jobs EEO/AA <http://www.metrokc.gov/>
 - As hard copy from the King County Human Resources Management Division
 - In alternative format.

To request the EEO/AA Plan in an alternative format, please contact Keven Franklin, Interim Diversity Services Manager at (206) 296-8592. For Teletypewriter (TTY) users, please call (206) 296-7596.

Dissemination of EEO Policy Statement

Internal Dissemination

A successful Equal Employment Opportunity Plan requires effective communication. King County's EEO Policy and Affirmative Action Plan (the Plan), will be disseminated to department directors, division directors, HR service delivery managers and department human resources staff. Employees will have access to the full text of the EEO/AA Plan upon request and shall be informed of this right.

The Executive Branch policy, purpose, and overall goals of the EEO/AA Plan will be communicated to new employees as part of new employee orientation. Directors, HR service delivery managers, and management will periodically highlight, discuss and explain the intent of the Executive Branch Policy and its goals and objectives to ensure employee understanding. These discussions will typically occur on an annual basis. The HRD Diversity Services Management Section will assist the HR service delivery managers by providing suggested topics, and technical support.

External Dissemination

The EEO/AA Plan will be available to external organizations.

Copies of the EEO/AA Plan will be provided to appropriate federal agencies upon request for regulatory compliance purposes.

The EEO/AA Plan will also be available to individuals and organizations that represent persons of color, women, and persons with disabilities, covered veterans, or educational institutions. HRD will actively encourage their assistance in outreach, recruitment, and employing people of color, women, and persons with disabilities.

HRD will ensure that King County presents itself as an equal employment opportunity employer by including statements to that effect in all job announcements and advertisements.

The EEO/AA Plan will be made accessible to the general public by making either hard and/or electronic copies available to the King County Library and the City of Seattle Library.

The EEO/AA Plan will also be provided to the Executive Branch labor unions.

Responsibilities

A successful EEO/AA Plan requires clarity of responsibilities. The responsibilities of the primary organizational and functional entities involved in the administration and implementation of the EEO/AA Plan are set forth below.

King County Council

- Reviews and adopts the EEO/AA Plan every two years.
- Reviews progress made toward compliance with the EEO/AA Plan.
- Allocates resources for Plan development and implementation by the Executive Branch.

King County Executive

- Provides equal employment opportunity and affirmative action leadership, priority, and policy direction to department management and advocates for resources to effectively implement the EEO/AA Plan.
- Holds department management accountable for the successful implementation of the EEO/AA Plan.
- Recommends to the King County Council policies, procedures, and resources to effectively comply with federal grant requirements and implement the EEO/AA Plan.

- Submits regular reports reflecting compliance progress to the King County Council.

Director, Human Resources Management Division (HRD)

- Advises the County Executive on the contents of the King County Affirmative Action Plan.
- Provides updates to the County Executive in evaluating the performance and compliance of department management with the commitments and objectives of the EEO/AA Plan.
- Directs the planning, development, and implementation of equal opportunity human resources management policies, procedures, practices and services related to employment at King County.
- Provides educational resources to King County management employees in support of implementing EEO/AA Plan commitments.

Supervisor, Diversity Services Management Section (DSM)

- Advises the Human Resources Director on strategy and policy and department outcomes related to implementing the commitments of the EEO/AA Plan.
- Manages services necessary to implement equal employment opportunity, affirmative action, and diversity including education, training, and technical assistance.
- Develops and prepares reports and data for monitoring and evaluating Executive Branch performance in implementing the EEO/AA Plan.
- Facilitates the county wide policy development, dissemination, education program, and implementation of the EEO/AA Plan.

Department Directors

- Provide leadership and accountability to department management for accomplishing EEO/AA Plan objectives.
- Disseminate affirmative action plans and objectives to management staff.
- Provide resources to accomplish objectives.

- Appoint the departmental management Affirmative Action Liaison to coordinate and ensure implementation of the following:
 - Dissemination of affirmative action objectives to employees;
 - Development and implementation of programs to achieve EEO/AA Plan efforts;
 - Communication of equal employment and affirmative action policies and procedures to management and employees, including the posting of required notices;
 - Provide subject matter training;
 - Provide accurate workforce data;
 - Reporting of affirmative action efforts and results to the Diversity Services Manager on a regular basis;
 - Work with the department HR service delivery managers to support the department EEO Coordinator, Anti-Harassment Designee, and the Employee-based Equal Employment Opportunity/Affirmative Action Advisory Committee representative;
- Ensure the evaluation and resolution of policies, procedures and practices that do not comply with the EEO/AA Plan;
- Work with the department HR service delivery manager to appoint the EEO Coordinator for the department to ensure timely and appropriate response to allegations of employment discrimination filed with human rights agencies.
- Work with the department HR service delivery manager to appoint Anti-Harassment Designee to ensure department wide dissemination of policy, arrange, and coordinate contact with HRD to ensure technical advice and support.
- Review and concur with the selection of the department Employee-Based EEO/AA Advisory Committee representative.

King County Civil Rights Commission

- The King County Civil Rights Commission (Commission) is an independent citizen body that serves to advise the County Executive and County Council on matters concerning affirmative action, disability access, and equal employment opportunity.

- The Commission reviews the EEO Policy and Affirmative Action Plan and makes recommendations regarding its adoption to the King County Executive and the County Council.
- The Commission reviews and provides comments on the affirmative action progress reports.

King County Employee-Based EEO/ AA Advisory Committee

- The Employee-based Equal Employment Opportunity/Affirmative Action Advisory Committee serves to advise the Executive by reviewing and making recommendations regarding EEO and AA strategies, systems, policies and guidelines;
- Reviewing the EEO/Affirmative Action Plan and updates with HRD, and making recommendations for adoption to the Executive.
- Reviewing EEO and Affirmative Action progress reports and advising the County Executive accordingly.

The King County Section 504/ADA Advisory Committee

- The 504/ADA Committee serves to advise Executive by reviewing and monitoring affirmative action progress made in the employment of persons with disabilities in the County's workforce.
- As requested, advises HRD in policy and program development for persons with disabilities.

Prosecuting Attorney's Office

- The Office of the Prosecuting Attorney (PAO) provides legal counsel. The PAO interprets legal rulings and makes recommendations to the HRD and County Executive Departments.
- The PAO provides legal support and advice to the Human Resources Divisions and Executive Branch departments related to employment.

King County Employees

- All County employees are responsible for contributing to a work environment that is supportive of equal employment opportunity and affirmative action. Employees

participate in the implementation of this EEO/Affirmative Action Plan, and comply with the County's anti-discrimination policies.

Areas of Improvement

1. Proposed 2007-2008 Race and Gender Placement Goals

The King County EEO/AA Plan requires that the Executive Branch audit and assess the current number of persons of color and women employed in its workforce. Following that assessment, a determination is made as to whether the workforce reflects or is representative of the number of qualified persons of color and women available in the labor market. Available or "workforce availability", represents a good faith estimate derived from the most recent U.S. Census Bureau and other factors. It states by percentage for all of the persons qualified with the requisite skills required by the Executive Branch for potential employment, what percentages are persons of color and women. Availability is assessed within job groups. Job groups are occupations with similar work duties, responsibilities, wages or salaries, and advancement opportunities. A description of job groups is provided in Appendix 1.

Where the work force representation of persons of color and women in a job group is determined to be comparable to what may be available in the labor market, equal employment opportunity efforts are deemed to have been successful. Where the work force representation of persons of color and women in a job group is determined to be less than what may be available, there may be an underrepresentation of persons of color or women, and a placement goal may be established.

Underrepresentation will be addressed specific by job group with the establishment of an employment placement goal. Departments will pursue and report on good faith efforts to have persons of color and women fully represented within the department workforce.

The following chart is a summary of persons of color and women workforce representation by department and job group. Where underrepresentation is found, departments will make good faith efforts to address these areas during the term of this EEO/AA Plan.

Department	Job Group	Workforce Underrepresentation
Executive's Office	Officials & Admin	1 Asian; 1 Hispanic
	Professionals	1 Native American
	Technicians	None
	Protective Service	None
	Administrative Support	None
	Skilled Craft	None
	Service Maintenance	None
DAJD	Officials & Admin	None
	Professionals	3 Native American
	Technicians	None
	Protective Service	43 Female
	Administrative Support	1 Female
	Skilled Craft	None
	Service Maintenance	6 Female; 1 Native American
DCHS	Officials & Admin	None
	Professionals	4 Native American
	Technicians	None
	Protective Service	None
	Administrative Support	None
	Skilled Craft	None
	Service Maintenance	None

Department	Job Group	Workforce Underrepresentation
DES	Officials & Admin	1 Hispanic
	Professionals	3 Native American
	Technicians	None
	Protective Service	23 Female; 3 Native American; 1 Hispanic
	Administrative Support	2 Black; 1 Native American
	Skilled Craft	None
	Service Maintenance	3 Female
DJA	Officials & Admin	None
	Professionals	1 Female
	Technicians	None
	Protective Service	None
	Administrative Support	17 Female; 1 Native American; 1 Hispanic
	Skilled Craft	None
	Service Maintenance	None
DNRP	Officials & Admin	5 Female; 1 Asian; 1 Native American; 1 Hispanic
	Professionals	3 Native American
	Technicians	None
	Protective Service	1 Female
	Administrative Support	None
	Skilled Craft	None
	Service Maintenance	2 Asian; 1 Native American; 14 Hispanic

Department	Job Group	Workforce Underrepresentation
DOT	Officials & Admin	3 Female; 1 Asian
	Professionals	None
	Technicians	6 Female; 1 Asian; 1 Hispanic
	Protective Service	1 Female
	Administrative Support	53 Female; 2 Native American; 2 Hispanic
	Skilled Craft	10 Hispanic
	Service Maintenance	3 Native American; 1 Hispanic
	Transit Operators	700 Female; 29 Native American
Public Health	Officials & Admin	1 Asian; 1 Native American
	Professionals	11 Native American
	Technicians	1 Black
	Protective Service	None
	Administrative Support	none
	Skilled Craft	None
	Service Maintenance	2 Native American
Sheriff's Office	Officials & Admin	None
	Professionals	1 Black; 1 Native American
	Technicians	none
	Protective Service	20 Female; 15 Black; 3 Native American
	Administrative Support	2 Asian
	Skilled Craft	None
	Service Maintenance	None

2. Equal Employment Opportunity for Persons with Disabilities

For more than 20 years, King County has worked to be a regional leader in providing equal employment opportunity for persons with disabilities. However, there are still challenges that the County faces as an employer and that persons with disabilities face as applicants and employees.

In 2005, the Executive Branch began to review the workplace to better understand whether changes in business practices could improve employment for persons with disabilities as well as enhance business efficiency. While the work is ongoing, the EEO/AA Plan proposes the following actions to improve access and representation of persons with disabilities in the County workforce:

- Identify and address any challenges to recruitment and hiring, retention and promotion within the workplace.
- Develop targeted training for managers and employees to recognize and address workplace challenges as supervisors and co-workers.
- Where possible, put into action employment strategies such as internships, and temporary or short term employment, specifically for persons with disabilities to provide knowledge, skills, and experience.
- Develop direct business relationships with organizations that assist persons with disabilities who are work ready.
- Continue to promote the efficient delivery of accommodations services
- Continue to enforce equal employment and non-discrimination protections in the workplace

It is proposed that these actions be studied further, include input from Executive Branch stakeholders, and that a detailed plan with outcomes and measures be adopted by mid-year 2007.

3. Proposed 2007-2008 Persons with Disability Workforce Goals

The Executive Branch remains committed to creative and responsive strategies to employ persons with disabilities including voluntary good faith placement goals. To that end, this EEO/AA Plan adopts the Governor's Affirmative Action Policy Committee (GAAP) 2004 workforce percentages for persons with disabilities, developed by the Washington State Department of Personnel with statistical support from the Washington State Office of Financial Management. The goals by job group are as follows:

Job Group	PWD Percentage of the Workforce
Officials and Administrators	4.3%
Professionals	4.0%
Technicians	5.3%
Protective Service	9.8%
Administrative Support	6.2%
Skilled Craft	6.7%
Service Maintenance	8.4%

Departmental Action-Oriented Plans

Executive Branch departments and agencies must ensure equal employment opportunity, appropriate affirmative action efforts, and diversity in the workplace.

Within 45 days of the adoption of this EEO/AA Plan, each department will develop and submit for review and approval by HRD, an affirmative action implementation plan with the following elements:

- The identification of race and gender underrepresentation for persons of color and women by job group category and by King County job title.
- An analysis of staffing plans which will incorporate anticipated position vacancies and employee turnover, to identify opportunities for affirmative efforts where underrepresentation has been found and where there are opportunities for persons with disabilities identified. The updated information will be used to refresh the plan semi-annually.
- A preliminary work plan for the purpose of increasing application and employment opportunities for persons with disabilities. The preliminary work plan will describe how the department intends to review current business and operation practices for the purpose of identifying areas of improvement to employment opportunities for persons with disabilities,

The preliminary work plan will be submitted within the 45 day time frame described above. A final work plan will be submitted to HRD for review and approval before July 30, 2007, for implementation effective August 1, 2007. The final work plan will describe:

- Identified areas of improvement,
- Identify tools and resources required to improve opportunities and,
- A time table with milestones in which the improvements will be executed.

The final work plan be presented in the semi-annual progress report, and improvements reported in future progress reports for the balance of this plan.

- The identification of tools and resources that support the achievement of the implementation plan.
- A time table with milestones in which the implementation plan will be executed.

Internal Audit and Reporting

The Human Resources Division will by internal audit, periodically measure department affirmative effort progress and report on the degree to which those efforts have been effective.

The internal audit and report system will:

- Monitor, measure and evaluate individual department and Executive Branch implementation outcomes on a quarterly basis.
- Review and provide report results to the Human Resources Director and department directors.
- Provide progress reports to the King County Executive and King County Council on department affirmative efforts and provide report copies to the King County Civil Rights Commission, the King County 504/ADA Advisory Committee, and the Executive's Employee-based EEO/AA Advisory Committee.

Plan Terminology and Guidance

In developing the EEO/AA Plan, terms and their meanings including but not limited to, "placement goals", "underrepresentation", "problem areas" are used as provided by EEOC and Office of Federal Contract Compliance Program for the purpose of federal funding and regulatory compliance. The use of such terms in the EEO/AA Plan should not be construed as an admission by King County in whole or in part, of any discrimination by King County, in violation of federal, state, or local laws. In addition, nothing contained in the EEO/AA Plan or the supporting documents and data should be construed as an admission by King County in whole or in part that it has contravened/disregarded any federal, state, or local laws.

Any placement or hiring goals stated in the EEO/AA Plan are not intended as quotas, but are to be used as management tools to evaluate the composition of the workforce relative to the labor markets from which the Executive Branch recruits. They are also used as a means to measure affirmative efforts toward achieving equal employment opportunities. The implementation of or effect of implementing placement or hiring goals is not intended to discriminate against any qualified individual or group of individuals with respect to any employment opportunity.

The EEO/AA Plan was developed in accordance with and reliance upon EEOC Guidelines on Affirmative Action and Department of Labor Office of Federal Contract Compliance Programs General Contractors, Affirmative Action Requirements Final Rules.

Appendix 1

EEO JOB GROUP DESCRIPTIONS

OFFICIALS AND ADMINISTRATORS

Occupations in which employees set broad policies, exercise overall responsibility for execution of policies, or direct individual departments or direct special phases of the agency's operations, or provide specialized consultation on a regional, district or area basis.

Examples: Department Director, Deputy Director, Division Director, Assistant Director, or Chief.

Note: For affirmative action reporting purposes, Department Directors are reported as employees of the King County Executive Office. Elected officials are not counted as they are not hired employees.

PROFESSIONALS

Occupations which require specialized and theoretical knowledge usually acquired through college training, or through work experience and other training which provides comparable knowledge.

Examples: Accountants, Engineers, Human Resource Analysts, Information Professionals, Labor Negotiators, Registered Nurses, Physicians, Project/Program Managers, or Social Workers.

TECHNICIANS

Occupations which require a combination of basic scientific or technical knowledge and manual skill obtained through specialized post-secondary school education or through equivalent on-the-job training.

Examples: Health and Environmental Investigators, Licensed Practical Nurse, Technicians (accounting, electronic, medical, physical sciences), or Paramedics.

PROTECTIVE SERVICE WORKERS

Occupations in which workers are entrusted with public safety, security, and protection from destructive forces.

Examples: Animal Control Officer, Corrections Officer, Deputy Sheriff, Police Officer, Security Officer, or Transit Police.

ADMINISTRATIVE SUPPORT (Clerical)

Occupations in which workers are responsible for internal and external communication, recording, and retrieval of data and/or information and duties required in an office.

Examples: Administrative Specialists, Customer Service Specialists, Court Clerks, Executive Secretary or Assistant, Fiscal Specialist or Rider Information Specialist.

SKILLED CRAFT WORKERS

Occupations in which workers perform jobs which require special manual skill and a thorough and comprehensive knowledge of the processes involved in the work which is acquired through on-the-job training and experience or through apprenticeship or other formal training programs.

Examples: Carpenter, Electrician, Equipment Operator, Mechanic (automotive, maintenance), Painter or Plant Operator.

SERVICE-MAINTENANCE

Occupations in which workers perform duties which results in or contribute to the comfort, convenience, hygiene, or safety of the general public or which contribute to the upkeep and care of buildings, facilities or grounds of public property.

Examples: Bridge Tender, Craft Apprentice/Trainee/Helper, Construction Laborer, Cook, Cook Helpers, Custodian, Equipment Service Worker, Ground Keeper, Maintenance Specialist, Truck Driver, Utility Worker, or Utility Laborer.

TRANSIT OPERATOR

Service Maintenance occupations in which workers operate buses, streetcars, or monorails.

Examples: Transit Operator or Waterfront Streetcar Conductor.

Appendix 2

Summary Analysis for Executive Branch Departments

**King County Executive Branch 2007 -2008 AAP
Summary Analysis
Analysis Data as of 2006-09-15**

Plan: KING.0100

KING COUNTY Dept. of Adult & Juvenile Detention

<i>Job Group</i>	<i>Total Female</i>		<i>Total Minorities</i>		<i>Black</i>		<i>Asian</i>		<i>Native American</i>		<i>Hispanic</i>	
	#	%	#	%	#	%	#	%	#	%	#	%
(8) Service Maintenance Employee: 45	13	28.89	27	60.00	6	13.33	19	42.22	0	0.00	2	4.44
Current Utilization:	19.35	43.00	17.35	38.55	2.03	4.52	6.98	15.51	1.50	3.34	5.86	13.02
Class Goal:	6.35	Yes	0.00	No	0.00	No	0.00	No	1.50	Yes	3.86	Yes
Underutilized:												
Totals:	287		401		217		117		17		50	

**King County Executive Branch 2007 -2008 AAP
Summary Analysis
Analysis Data as of 2006-09-15**

Plan: KING,0200

KING COUNTY Dept. of Community & Human Services

<i>Job Group</i>	<i>Total Female</i>		<i>Total Minorities</i>		<i>Black</i>		<i>Asian</i>		<i>Native American</i>		<i>Hispanic</i>	
	#	%	#	%	#	%	#	%	#	%	#	%
(1) Officials and Administrators Employee: 13	8	61.54	5	38.46	1	7.69	2	15.38	0	0.00	2	15.38
Current Utilization:	4.73	36.37	2.18	16.79	0.72	5.50	0.99	7.64	0.16	1.24	0.18	1.41
Class Goal:	0.00	No	0.00	No	0.00	No	0.00	No	0.16	No	0.00	No
Underutilized:												
(2) Professionals Employee: 218	138	63.30	78	35.78	25	11.47	39	17.89	3	1.38	11	5.05
Current Utilization:	131.13	60.15	42.64	19.56	11.34	5.20	15.70	7.20	6.58	3.02	6.50	2.98
Class Goal:	0.00	No	0.00	No	0.00	No	0.00	No	3.58	Yes	0.00	No
Underutilized:												
(3) Technicians Employee: 3	2	66.67	2	66.67	1	33.33	0	0.00	1	33.33	0	0.00
Current Utilization:	1.15	38.48	0.53	17.54	0.11	3.52	0.26	8.78	0.04	1.35	0.10	3.18
Class Goal:	0.00	No	0.00	No	0.00	No	0.26	No	0.00	No	0.10	No
Underutilized:												
(6) Administrative Support Employee: 52	47	90.38	28	53.85	11	21.15	7	13.46	3	5.77	7	13.46
Current Utilization:	40.10	77.11	15.31	29.44	5.15	9.91	6.03	11.59	0.99	1.90	2.69	5.18
Class Goal:	0.00	No	0.00	No	0.00	No	0.00	No	0.00	No	0.00	No
Underutilized:												
(7) Skilled Crafts Employee: 11	3	27.27	5	45.45	1	9.09	3	27.27	1	9.09	0	0.00
Current Utilization:	2.67	24.29	4.41	40.13	0.75	6.81	2.45	22.25	0.75	6.81	0.33	2.97
Class Goal:	0.00	No	0.00	No	0.00	No	0.00	No	0.00	No	0.33	No
Underutilized:												
Totals:	297	198	118	39	51	8	20					

**King County Executive Branch 2007 -2008 AAP
Summary Analysis
Analysis Data as of 2006-09-15**

Plan: KING.0300

KING COUNTY Dept. of Development & Environmental Srv

Job Group	Total Female		Total Minorities		Black		Asian		Native American		Hispanic	
	#	%	#	%	#	%	#	%	#	%	#	%
(1) Officials and Administrators Employee: 5	2	40.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
Current Utilization:	1.90	37.98	0.56	11.29	0.11	2.21	0.22	4.42	0.08	1.62	0.09	1.82
Class Goal:	0.00	No	0.56	Yes	0.11	No	0.22	No	0.08	No	0.09	No
Underutilized:												
(2) Professionals Employee: 170	56	32.94	45	26.47	11	6.47	23	13.53	3	1.76	8	4.71
Current Utilization:	49.79	29.29	24.45	14.38	4.30	2.53	12.95	7.62	2.48	1.46	3.43	2.02
Class Goal:	0.00	No	0.00	No	0.00	No	0.00	No	0.00	No	0.00	No
Underutilized:												
(4) Protective Service Workers Employee: 14	3	21.43	2	14.29	1	7.14	0	0.00	1	7.14	0	0.00
Current Utilization:	1.25	8.92	1.74	12.40	0.44	3.13	0.70	5.00	0.28	2.00	0.32	2.27
Class Goal:	0.00	No	0.00	No	0.00	No	0.70	Yes	0.00	No	0.32	No
Underutilized:												
(6) Administrative Support Employee: 30	27	90.00	11	36.67	5	16.67	4	13.33	0	0.00	2	6.67
Current Utilization:	24.14	80.48	5.82	19.41	1.84	6.14	2.40	8.01	0.45	1.49	0.78	2.60
Class Goal:	0.00	No	0.00	No	0.00	No	0.00	No	0.45	No	0.00	No
Underutilized:												
Totals:	88	219	58	17	17	27	27	4	4	10	10	

**King County Executive Branch 2007 -2008 AAP
Summary Analysis
Analysis Data as of 2006-09-15**

Plan: KING,0400

KING COUNTY Dept. of Executive Services

Job Group	Total Female		Total Minorities		Black		Asian		Native American		Hispanic	
	#	%	#	%	#	%	#	%	#	%	#	%
(1) Officials and Administrators Employee: 39												
Current Utilization:	20	51.28	7	17.95	2	5.13	4	10.26	0	0.00	1	2.56
Class Goal:	17.54	44.98	5.15	13.20	2.01	5.15	1.07	2.74	0.27	0.70	1.61	4.13
Underutilized:	0.00	No	0.00	No	0.01	No	0.00	No	0.27	No	0.61	Yes
(2) Professionals Employee: 311												
Current Utilization:	174	55.95	87	27.97	29	9.32	44	14.15	2	0.64	12	3.86
Class Goal:	143.53	46.15	58.65	18.86	16.58	5.33	26.37	8.48	4.85	1.56	8.74	2.81
Underutilized:	0.00	No	0.00	No	0.00	No	0.00	No	2.85	Yes	0.00	No
(3) Technicians Employee: 1												
Current Utilization:	1	100.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
Class Goal:	0.33	32.65	0.17	17.18	0.04	3.74	0.08	7.51	0.02	1.75	0.03	3.36
Underutilized:	0.00	No	0.17	No	0.04	No	0.08	No	0.02	No	0.03	No
(4) Protective Service Workers Employee: 98												
Current Utilization:	29	29.59	33	33.67	6	6.12	23	23.47	1	1.02	3	3.06
Class Goal:	52.65	53.72	17.92	18.29	2.37	2.42	7.90	8.06	3.78	3.86	3.87	3.95
Underutilized:	23.65	Yes	0.00	No	0.00	No	0.00	No	2.78	Yes	0.87	Yes
(6) Administrative Support Employee: 207												
Current Utilization:	164	79.23	97	46.86	34	16.43	49	23.67	4	1.93	10	4.83
Class Goal:	152.66	73.75	85.76	41.43	35.73	17.26	37.47	18.10	4.99	2.41	7.58	3.66
Underutilized:	0.00	No	0.00	No	1.73	Yes	0.00	No	0.99	Yes	0.00	No

**King County Executive Branch 2007 -2008 AAP
Summary Analysis
Analysis Data as of 2006-09-15**

Plan: KING.0400 KING COUNTY Dept. of Executive Services

Job Group	Total Female		Total Minorities		Black		Asian		Native American		Hispanic	
	#	%	#	%	#	%	#	%	#	%	#	%
(7) Skilled Crafts Employee: 89	10	11.24	29	32.58	14	15.73	10	11.24	2	2.25	3	3.37
Current Utilization:	9.93	11.16	12.30	13.82	2.99	3.36	3.31	3.72	1.99	2.24	3.09	3.47
Class Goal:	0.00	No	0.00	No	0.00	No	0.00	No	0.00	No	0.09	No
Underutilized:												
(8) Service Maintenance Employee: 90	22	24.44	57	63.33	23	25.56	21	23.33	3	3.33	10	11.11
Current Utilization:	24.88	27.64	26.79	29.77	5.96	6.62	8.20	9.11	3.18	3.53	7.58	8.42
Class Goal:	2.88	Yes	0.00	No	0.00	No	0.00	No	0.18	No	0.00	No
Underutilized:												
Totals:	420		310		108		151		12		39	

**King County Executive Branch 2007 -2008 AAP
Summary Analysis
Analysis Data as of 2006-09-15**

Plan: KING,0500 KING COUNTY Dept. of Judicial Administration

<i>Job Group</i>	<i>Total Female</i> # %	<i>Total Minorities</i> # %	<i>Black</i> # %	<i>Asian</i> # %	<i>Native American</i> # %	<i>Hispanic</i> # %
(1) Officials and Administrators Employee: 3						
Current Utilization:	1 33.33	1 33.33	0 0.00	0 0.00	1 33.33	0 0.00
Class Goal:	0.53 17.62	0.23 7.75	0.02 0.70	0.13 4.34	0.02 0.83	0.03 1.14
Underutilized:	0.00 No	0.00 No	0.02 No	0.13 No	0.00 No	0.03 No
(2) Professionals Employee: 28						
Current Utilization:	14 50.00	7 25.00	3 10.71	3 10.71	0 0.00	1 3.57
Class Goal:	14.97 53.45	5.12 18.28	1.38 4.93	2.31 8.26	0.48 1.72	0.69 2.45
Underutilized:	0.97 Yes	0.00 No	0.00 No	0.00 No	0.48 No	0.00 No
(3) Technicians Employee: 12						
Current Utilization:	10 83.33	4 33.33	2 16.67	1 8.33	0 0.00	1 8.33
Class Goal:	3.77 31.41	2.37 19.78	0.48 4.02	1.27 10.62	0.19 1.62	0.32 2.67
Underutilized:	0.00 No	0.00 No	0.00 No	0.27 No	0.19 No	0.00 No
(6) Administrative Support Employee: 163						
Current Utilization:	117 71.78	67 41.10	23 14.11	39 23.93	1 0.61	4 2.45
Class Goal:	134.12 82.28	33.55 20.58	9.41 5.77	14.95 9.17	2.30 1.41	4.86 2.98
Underutilized:	17.12 Yes	0.00 No	0.00 No	0.00 No	1.30 Yes	0.86 Yes
Totals:	142	79	28	43	2	6

**King County Executive Branch 2007 -2008 AAP
Summary Analysis
Analysis Data as of 2006-09-15**

Plan: KING,0600 KING COUNTY Dept. of Natural Resources and Parks

Job Group	Total Female		Total Minorities		Black		Asian		Native American		Hispanic	
	#	%	#	%	#	%	#	%	#	%	#	%
(7) Skilled Crafts Employee: 323												
Current Utilization:	39	12.07	77	23.84	35	10.84	17	5.26	10	3.10	15	4.64
Class Goal:	34.04	10.54	62.79	19.44	24.42	7.56	14.83	4.59	7.98	2.47	14.70	4.55
Underutilized:	0.00	No	0.00	No	0.00	No	0.00	No	0.00	No	0.00	No
(8) Service Maintenance Employee: 218												
Current Utilization:	42	19.27	44	20.18	20	9.17	13	5.96	4	1.83	7	3.21
Class Goal:	32.68	14.99	60.76	27.87	15.91	7.30	14.89	6.83	5.19	2.38	21.08	9.67
Underutilized:	0.00	No	16.76	Yes	0.00	No	1.89	Yes	1.19	Yes	14.08	Yes
Totals:	1,506	546	318	141	110	25	42	42	25	42	42	42

**King County Executive Branch 2007 -2008 AAP
Summary Analysis
Analysis Data as of 2006-09-15**

KING COUNTY Dept. of Assessments

Plan: KING,0700

Job Group	Total Female		Total Minorities		Black		Asian		Native American		Hispanic	
	#	%	#	%	#	%	#	%	#	%	#	%
(1) Officials and Administrators Employee: 6	3	50.00	1	16.67	0	0.00	1	16.67	0	0.00	0	0.00
Current Utilization:	2.14	35.64	0.85	14.21	0.16	2.66	0.44	7.32	0.05	0.87	0.13	2.18
Class Goal:	0.00	No	0.00	No	0.16	No	0.00	No	0.05	No	0.13	No
Underutilized:												
(2) Professionals Employee: 156	61	39.10	34	21.79	5	3.21	25	16.03	1	0.64	3	1.92
Current Utilization:	74.30	47.63	20.98	13.45	2.92	1.87	9.97	6.39	1.06	0.68	5.07	3.25
Class Goal:	13.30	Yes	0.00	No	0.00	No	0.00	No	0.06	No	2.07	Yes
Underutilized:												
(6) Administrative Support Employee: 55	45	81.82	27	49.09	12	21.82	12	21.82	2	3.64	1	1.82
Current Utilization:	38.81	70.57	12.09	21.99	3.04	5.52	5.52	10.03	0.80	1.46	1.89	3.44
Class Goal:	0.00	No	0.00	No	0.00	No	0.00	No	0.00	No	0.89	Yes
Underutilized:												
(7) Skilled Crafts Employee: 1	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
Current Utilization:	0.29	29.23	0.18	17.87	0.07	7.30	0.06	6.15	0.00	0.00	0.04	3.70
Class Goal:	0.29	No	0.18	No	0.07	No	0.06	No	0.00	No	0.04	No
Underutilized:												
Totals:	218	109	62	62	17	17	38	38	3	3	4	4

**King County Executive Branch 2007 -2008 AAP
Summary Analysis
Analysis Data as of 2006-09-15**

Plan: KING,0800

KING COUNTY Dept. of Transportation

Job Group	Total Female		Total Minorities		Black		Asian		Native American		Hispanic	
	#	%	#	%	#	%	#	%	#	%	#	%
(7) Skilled Crafts Employee: 886 Current Utilization: Class Goal: Underutilized:	87	9.82	237	26.75	99	11.17	106	11.96	15	1.69	17	1.92
	76.90	8.68	161.52	18.23	48.29	5.45	57.59	6.50	19.49	2.20	26.67	3.01
	0.00	No	0.00	No	0.00	No	0.00	No	4.49	Yes	9.67	Yes
(8) Service Maintenance Employee: 327 Current Utilization: Class Goal: Underutilized:	64	19.57	128	39.14	50	15.29	52	15.90	6	1.83	20	6.12
	59.22	18.11	93.26	28.52	30.41	9.30	29.46	9.01	8.76	2.68	21.06	6.44
	0.00	No	0.00	No	0.00	No	0.00	No	2.76	Yes	1.06	Yes
(9) Transit Operators Employee: 2,626 Current Utilization: Class Goal: Underutilized:	607	23.12	957	36.44	629	23.95	214	8.15	28	1.07	86	3.27
	1,306.96	49.77	453.77	17.28	194.85	7.42	90.07	3.43	57.25	2.18	80.36	3.06
	699.96	Yes	0.00	No	0.00	No	0.00	No	29.25	Yes	0.00	No
Totals:	1,197		1,602		890		506		62		144	

Totals: 4,874

**King County Executive Branch 2007 -2008 AAP
Summary Analysis
Analysis Data as of 2006-09-15**

KING COUNTY Dept. of Public Health

Plan: KING.0900

Job Group	Total Female		Total Minorities		Black		Asian		Native American		Hispanic	
	#	%	#	%	#	%	#	%	#	%	#	%
(1) Officials and Administrators												
Employee:	31											
Current Utilization:	18	58.06	4	12.90	3	9.68	0	0.00	0	0.00	1	3.23
Class Goal:	15.40	49.69	3.89	12.54	0.76	2.46	1.47	4.74	0.67	2.16	0.69	2.23
Underutilized:	0.00	No	0.00	No	0.00	No	1.47	Yes	0.67	Yes	0.00	No
(2) Professionals												
Employee:	852											
Current Utilization:	594	69.72	227	26.64	58	6.81	111	13.03	8	0.94	50	5.87
Class Goal:	594.18	69.74	145.10	17.03	30.33	3.56	64.75	7.60	18.83	2.21	19.94	2.34
Underutilized:	0.18	No	0.00	No	0.00	No	0.00	No	10.83	Yes	0.00	No
(3) Technicians												
Employee:	162											
Current Utilization:	99	61.11	37	22.84	6	3.70	10	6.17	1	0.62	20	12.35
Class Goal:	68.36	42.20	21.72	13.41	7.61	4.70	5.17	3.19	1.15	0.71	6.59	4.07
Underutilized:	0.00	No	0.00	No	1.61	Yes	0.00	No	0.15	No	0.00	No
(6) Administrative Support												
Employee:	297											
Current Utilization:	254	85.52	144	48.48	47	15.82	64	21.55	6	2.02	27	9.09
Class Goal:	228.78	77.03	55.33	18.63	16.54	5.57	21.80	7.34	4.78	1.61	7.34	2.47
Underutilized:	0.00	No	0.00	No	0.00	No	0.00	No	0.00	No	0.00	No
(7) Skilled Crafts												
Employee:	7											
Current Utilization:	5	71.43	2	28.57	0	0.00	0	0.00	0	0.00	2	28.57
Class Goal:	0.56	8.03	1.22	17.37	0.23	3.27	0.22	3.10	0.15	2.09	0.49	6.96
Underutilized:	0.00	No	0.00	No	0.23	No	0.22	No	0.15	No	0.00	No

**King County Executive Branch 2007 -2008 AAP
Summary Analysis
Analysis Data as of 2006-09-15**

Plan: KING.0900

KING COUNTY Dept. of Public Health

<i>Job Group</i>	<i>Total Female</i>		<i>Total Minorities</i>		<i>Black</i>		<i>Asian</i>		<i>Native American</i>		<i>Hispanic</i>	
	#	%	#	%	#	%	#	%	#	%	#	%
(8) Service Maintenance Employee: 124	95	76.61	72	58.06	20	16.13	30	24.19	1	0.81	21	16.94
Current Utilization:	31.76	25.61	27.78	22.40	11.73	9.46	6.42	5.18	3.05	2.46	5.54	4.47
Class Goal:	0.00	No	0.00	No	0.00	No	0.00	No	2.05	Yes	0.00	No
Underutilized:												
Totals:	1,473		486		134		215		16		121	

**King County Executive Branch 2007 -2008 AAP
Summary Analysis
Analysis Data as of 2006-09-15**

KING COUNTY King County Sheriff's Office

Plan: KING,1100

Job Group	Total Female		Total Minorities		Black		Asian		Native American		Hispanic	
	#	%	#	%	#	%	#	%	#	%	#	%
(1) Officials and Administrators Employee: 3	1	33.33	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
Current Utilization:	0.75	25.10	0.39	12.86	0.09	3.06	0.23	7.81	0.03	1.07	0.02	0.59
Class Goal:	0.00	No	0.39	No	0.09	No	0.23	No	0.03	No	0.02	No
Underutilized:												
(2) Professionals Employee: 42	28	66.67	8	19.05	2	4.76	5	11.90	0	0.00	1	2.38
Current Utilization:	10.45	24.89	7.22	17.18	2.65	6.30	2.36	5.62	0.71	1.68	1.14	2.72
Class Goal:	0.00	No	0.00	No	0.65	Yes	0.00	No	0.71	Yes	0.14	No
Underutilized:												
(3) Technicians Employee: 71	41	57.75	18	25.35	5	7.04	9	12.68	1	1.41	3	4.23
Current Utilization:	38.85	54.72	15.43	21.73	3.49	4.92	7.21	10.16	1.02	1.43	2.79	3.93
Class Goal:	0.00	No	0.00	No	0.00	No	0.00	No	0.02	No	0.00	No
Underutilized:												
(4) Protective Service Workers Employee: 741	110	14.84	123	16.60	36	4.86	45	6.07	12	1.62	30	4.05
Current Utilization:	129.75	17.51	131.60	17.76	51.05	6.89	34.68	4.68	15.12	2.04	25.12	3.39
Class Goal:	19.75	Yes	8.60	Yes	15.05	Yes	0.00	No	3.12	Yes	0.00	No
Underutilized:												
(6) Administrative Support Employee: 178	147	82.58	37	20.79	13	7.30	15	8.43	2	1.12	7	3.93
Current Utilization:	129.55	72.78	38.59	21.68	10.91	6.13	16.54	9.29	2.51	1.41	5.80	3.26
Class Goal:	0.00	No	1.59	Yes	0.00	No	1.54	Yes	0.51	No	0.00	No
Underutilized:												
Totals:	327		186		56		74		15		41	