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DEPARTMENT OF
PERSONNEL

DONNA L. GILES
DIRECTOR

CITY OF SACRAMENTO
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DIVISION:
ADMINISTRATION
PERSONNEL SERVICES
OCCUPATIONAL HEALTH
SAFETY & RETIREMENT

June 17, 1994

Personnel and Public Employees Committee
Sacramento, California

Honorable Members in Session:

**SUBJECT: AFFIRMATIVE ACTION/EQUAL EMPLOYMENT OPPORTUNITY PROGRAM
STATUS REPORT FOR 1993**

LOCATION AND COUNCIL DISTRICT:

City

RECOMMENDATION:

It is recommended that the Personnel and Public Employees Committee recommend that the City Council approve the 1993 Affirmative Action/Equal Employment Opportunity Status Report, and the recommendation contained therein.

CONTACT PERSON:

Kenneth M. Fleming, Affirmative Action Officer, 264-5270

FOR COMMITTEE MEETING OF:

June 28, 1994

SUMMARY:

The annual Status Report analyzes 1993 employment activity, progress made toward our established goals, and also makes recommendations to enhance our AA/EEO Program efforts.

COMMITTEE/COMMISSION ACTION:

Approve the 1993 Status Report and recommended program actions.

BACKGROUND INFORMATION:

On January 10, 1981, the Council adopted Resolution No. 81-041. This Resolution adopted an Affirmative Action Plan for the City of Sacramento and directed the City Manager to implement the provision of the Plan. The program evaluation component requires that the Plan be reviewed and updated annually, and that the status be reviewed with the City Council and community groups.

The Report has been reviewed by the Affirmative Action Advisory Committee, and will be provided to the City Civil Service Board, the Human Rights/Fair Housing Commission and will be available to the general public.

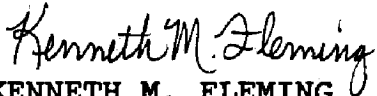
FINANCIAL CONSIDERATIONS:


None

MBE/WBE EFFORTS:

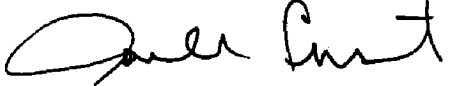
Not applicable

Respectfully submitted,


KENNETH M. FLEMING
Affirmative Action Officer


DONNA L. GILES
Director of Human Resources

RECOMMENDATION APPROVED:


JACK R. CRIST
Deputy City Manager



CITY OF SACRAMENTO
AFFIRMATIVE ACTION
EQUAL EMPLOYMENT OPPORTUNITY PROGRAM
1993 ANNUAL STATUS REPORT

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INTRODUCTION

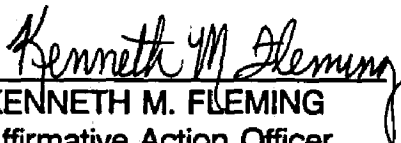
This is our eleventh Annual Affirmative Action Equal Employment Opportunity Program Status Report. It reflects the employment activities and progress made towards our established goals during calendar year 1993.

The past year was one of challenge. We completed a major reduction-in-force (RIF) eliminating approximately 500 positions with no significant impact on women or minorities. Initiated a major reorganization, implemented an annual departmental review process to enhance manager's accountability for accomplishing affirmative action plan goals and amended the Affirmative Action Advisory Committee Ordinance to further enhance the diversity of that body. These are just a few of our accomplishments.

Additionally, the Mayor and City Council established a clear direction and set the course and tone for our City's future. Working with the City Manager they established six priorities, they are:

1. Economic Development
 2. Neighborhood Revitalization and Enhancement
 3. Public Safety
 4. Positive Youth Alternatives
- City-Wide Inclusiveness Of Our Diverse Population
Fiscal Viability and "Reinventing" of our City Government

These priorities will impact every aspect of City operations. I believe they are good, positive, and when implemented have the ability to increase the quality of life for everyone. We must continue to seek common ground and pursue a course for economic justice, fair distribution of opportunity, racial justice, gender equality, social justice, and a health environment for all.


KENNETH M. FLEMING
Affirmative Action Officer

AFFIRMATIVE ACTION ADVISORY COMMITTEE

The Affirmative Action Committee supports the recommendations contained in the 1993 Affirmative Action/Equal Employment Opportunity Status Report.



Windie Scott
Chairperson



Johnnie Mae Conner



Karen Pardieck



Kathleen Burks

Donald J. Grady



Aubry Stone



Norm DeYoung



Alida Martinez



Madlyne MacDonald



Joseph Montalvo

1993 AFFIRMATIVE ACTION REPORT HIGHLIGHTS

The City of Sacramento adopted its first formal Affirmative Action Program in 1981. One of the goals of the program is to address the underutilization of women and minorities in the workforce. In 1993, the City amended its employment goals reflect the 1990 census data. The City has established a goal of 46.39% for minority employment and 50.32% for female employment. The goals are applied City-wide, by occupational category, department, and division, where underutilization exist.

Total Workforce - overview of 1993

Total number of persons in the career workforce decreased by 4.46% (from 3463 to 3339).

Minorities comprise 32.29% of the City workforce. This reflects an increase of 0.5% from the previous year.

Overall, the number of minority career employees decreased. The distribution within occupational categories improved in six of nine occupational categories.

Females comprise 28.93% of the City workforce. Their representation increased slightly from the previous year. Their distribution has improved in seven of nine occupational categories

With respect to females, the percentage representation increased for Hispanic, Asian, Native American, and Filipino groups. With respect to males, the percentage representation increased for Hispanic, Asians, and Filipinos groups.

Goals by Occupational Categories

Minorities have achieved parity in the Service Maintenance category. Minority representation improved in six of nine occupational categories.

Females Females have achieved parity in the Clerical category. Female representation improved in seven of nine occupational categories

Goals By Department

Minorities One department, Neighborhood Services, has achieved the minority goal. Ten departments have increased minority representation, four decreased, and 3 had no change.

Females Eight departments have achieved the female goal. Nine departments showed increased female representation, five decreased, and three had no changes.

Employment Activity

Hiring: In 1993, Hispanic males were hired at a rate which exceeded their goal. Females were hired at a rate below their goal.

Promotions: The 1993 promotion rates for minorities is above their workforce representation and the rate for females is slightly below their workforce representation. The promotion rates for minority males and minority females are above their respective workforce representation.

Persons Leaving Service: Overall, a review of the rate at which minorities left City service is below their workforce representation. The female attrition rate is above their workforce representation.

RECOMMENDATIONS

- * Each department should develop and implement a comprehensive Career Development Plan. The plan should require individual career and/or staff development plans for all employees, which outline their career goals as well as how and what opportunities will be provided to enhance their skills, and assist them to perform at their highest potential and advance in accordance with their abilities.
- * Each department should develop a formalized approach for making temporary appointments that identifies potential department candidates and reasonably provides all an equitable opportunity to gain valuable work experience which will enhance their opportunity for promotion.
- * Where feasible departments should develop partnerships with secondary institution, community colleges, universities, businesses, and other organizations to develop training programs, internship, and apprenticeship.
- * Initiate a process whereby departments formally coordinate, and partner in outreach, recruitment, and other efforts designed to recruit or retain a competent, diverse workforce or enhance our aa/eo efforts.
- * Continue to monitor and review disciplinary action and provide a mechanism to correct any disparities which may adversely affect underrepresented ethnic minorities and females.
- * Ensure that Affirmative Action/Equal Employment policy reflects the goals and priorities of the Council by revising the City's Affirmative Action Plan.

REAFFIRMATION OF AFFIRMATION ACTION/ EQUAL OPPORTUNITY POLICY STATEMENT

The City of Sacramento is an equal opportunity employer and is committed to an active Affirmative Action Program. It is the stated policy of the City of Sacramento that all employees and applicants shall receive equal consideration and treatment in employment and all terms and conditions of work.

The objective of the City's Affirmative Action Program is, wherever possible, to actively recruit and include for consideration for employment members of minority groups, females, and the disabled. Decisions on employment and promotions will be made on the basis of individual qualification (merit) and bona fide occupational qualifications for the job in question, and the feasibility of any necessary job accommodations.

The Director of Human Resources and the City's Affirmative Action Officer are responsible for the oversight of this effort. Inquiries concerning the application of federal, state, and local laws and regulations, should be referred to the Affirmative Action Officer.

All personnel actions are monitored and analyzed to ensure adherence to this policy. Regular annual reports assessing progress and recommending corrective actions will be submitted to the City Manager.

To achieve the goals of our Affirmative Action Program, it is necessary that each employee of the City understand the importance of this Program and his or her individual responsibility to contribute toward its maximum fulfillment. Specifically, the efforts of managers and supervisors towards the success of this program will be evaluated similar to their performance on other department goals.

William H. Edgar
William H. Edgar
City Manager

6-21-97
Date

CITY POLICY ON DISCRIMINATION AND HARASSMENT

It is the policy of the City of Sacramento to afford equal employment opportunity to all persons and to prohibit discrimination or harassment based on race, color, religion, sex, age, national origin, ancestry, physical or mental disability, sexual orientation, medical condition, or marital status unrelated to job requirements. Our commitment to equal opportunity extends to all job applicants, and employees and to all aspects of employment, including but not limited to recruitment, hiring, training, assignment, promotion, compensation, transfer, layoff, reinstatement, benefits, education, and termination, as well as providing reasonable accommodation to qualified persons with disabilities and in the provision of all City programs and services.

I am determined to see that the City reflects the highest standards in all areas of its responsibility. Disciplinary action up to and including termination will be instituted for behavior prescribed by this policy. Any retaliation against a person for filing a discrimination charge or making a discrimination/harassment complaint is prohibited. All complaints of discrimination or harassment will be promptly and objectively investigated.

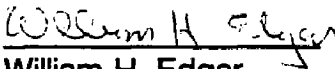
The Director of Human Resources and the Affirmative Action Officer are my designees to direct, coordinate and supervise activities associated with the policy.

POLICY IMPLEMENTATION

Each department head is responsible for ensuring that the work environment is free of illegal discrimination and harassment by: 1) having managers and supervisors inform all employees under their supervision of this policy; 2) ensure that copies of this policy are posted in conspicuous locations; and 3) require managers and supervisors to report instances of discrimination or harassment to the Affirmative Action Officer or the Director of Human Resources.

COMPLAINT RESOLUTION PROCEDURE

The Affirmative Action Officer (or Director of Human Resources designee) will investigate and attempt resolution of discrimination or harassment complaints in accordance with the City's Internal Discrimination Complaint Resolution Guide. Individuals are encouraged to immediately report any act of discrimination or harassment to their immediate supervisor or department head, or to the Affirmative Action Officer (264-5270) or the Director of Human Resource (264-5270), to facilitate quick and fair resolution.


William H. Edgar
City Manager

POLICY STATEMENT ON SEXUAL HARASSMENT

The Equal Employment Opportunity Commission (EEOC) issued guidelines affirming its position that sex-related harassment in the work place is sex discrimination and, as such, is prohibited by Title VII of the 1964 Civil Rights Act.

It is the City of Sacramento's policy that all employees have a right to work in an environment free from any type of discrimination, including freedom from sexual harassment.

OUR POLICY STATEMENT ON THE SUBJECT FOLLOWS:

It is the policy of the City of Sacramento that all employees should enjoy a working environment free from all forms of discrimination, including sexual harassment. No employee, either male or female, should be subjected to unsolicited, unwelcomed, and unwanted sexual overtures or conduct either verbal, visual, or physical which is of a sexual nature.

Sexual harassment lowers morale and is damaging to the work environment; it is also illegal. Therefore, the City of Sacramento will treat sexual harassment like any other form of employee misconduct -- it will not be tolerated.

Unwelcomed sexual advances, request for sexual favors, and other verbal, visual or physical conduct of a sexual nature constitutes sexual harassment when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment.
- Submission to or rejection of such conduct by an individual is used as a basis for employment decisions affecting such individual; or,
- Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

The City of Sacramento will enforce disciplinary action against any person who threatens or insinuates, either explicitly or implicitly, that an employee's refusal to submit to sexual advance will adversely affect the employee's employment, evaluation, wages, advancement, assigned duties, shifts, or any condition of employment or career development. This discipline can include termination.

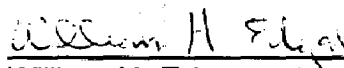
Given the nature of this type of discrimination, the City of Sacramento also recognizes that false accusations of sexual harassment can have serious effects on innocent men and women. Therefore, false accusations will result in the same severe disciplinary action applicable to one found guilty of sexual harassment.

POLICY IMPLEMENTATION

Each department head is responsible for ensuring that the work environment is free of harassment by: (1) having managers and supervisors inform all employees under their direction of the City policy and complaint resolution procedure; (2) requiring managers and supervisors to report instances of harassment to the Affirmative Action Officer or the Director of Human Resources; and, (3) posting this policy in conspicuous locations within the workplace.

COMPLAINT RESOLUTION PROCEDURE

The Affirmative Action Officer (or person designated by the Director of Human Resources) will investigate and attempt resolution of harassment complaints in accordance with the City's Discrimination Complaint Resolution Guide. Employees subjected to acts of sexual harassment should consider requesting the persons involved to cease from such harassment and shall immediately report such conduct to the Affirmative Action Officer or the appropriate supervisor or manager in the department.


William H. Edgar
City Manager

POLICY STATEMENT ON DISABILITY DISCRIMINATION

Discrimination on the basis of disability against any individual, applicant or an employee who is a qualified individual with a disability, by a supervisor, management employee or coworker is not condoned and will not be tolerated. This policy applies to the job application process and all terms and conditions of employment including, but not limited to recruitment, hiring, training, assignment, promotion, compensation, transfer, layoff, reinstatement, benefits, education, termination, and also in the provision of City programs and services.

All complaints of discrimination on the basis of disability will be promptly and objectively investigated.

Disciplinary action up to and including termination will be instituted for behavior prohibited by this policy.

Any retaliation against a person for filing a discrimination charge or making a discrimination complaint is prohibited.

Discrimination on the basis of disability means:

- to limit, segregate, or classify a job applicant or employee in a way that may adversely affect opportunities or status because of the applicant's or employee's disability;
- to participate in a contract which could subject an applicant or employee with a disability to discrimination;
- to use any standards, criteria or method of administration which could have the effect of discriminating on the basis of disability;
- to deny equal jobs or benefits because of a disability;
- to fail to make reasonable accommodations for known physical or mental limitations of an otherwise qualified individual unless it can be shown that the accommodation would impose an undue hardship;
- to use selection criteria which exclude disabled persons unless the criteria is job-related and consistent with business necessity; and
- to fail to use employment tests in a manner that ensures that the test results accurately reflect the applicant's or employee's skills or aptitude for a particular job.

Policy Implementation

Each department head is responsible for ensuring that there is no discrimination against individuals based on disability by: 1) having managers and supervisors inform all employees under their direction of this City policy; 2) ensuring that any instances or allegations of discrimination are immediately reported to the department ADA coordinator or the City Affirmative Action Officer; 3) posting this policy in conspicuous locations within the workplace.

Complaint Resolution Procedure

The Affirmative Action Officer (or person designated by the Director of Human Resources) will investigate and attempt resolution of complainants in accordance with the City's Discrimination Complaint Resolution Procedure. Individuals are encouraged to immediately report any act of discrimination to the Department ADA coordinator supervisor, department head, or the Affirmative Action Officer.

William H. Edgar

William H. Edgar
City Manager

TOTAL CAREER WORKFORCE

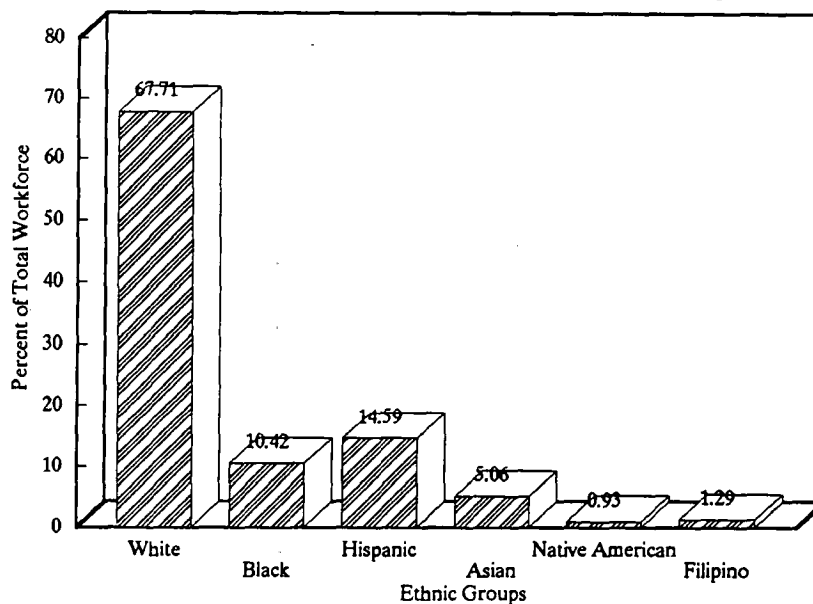
The total number of persons in the career workforce decreased by 156 persons or 4.46% (3495 to 3339). The decrease in the number of City employees was partly the result of a major reduction-in-force in which over 500 positions were eliminated.

With respect to ethnic minority and female representation, a pattern of numerical representation decreasing and percentage representation increasing emerged. Specifically, the number of minority career employees decreased by 33 from the previous year, while their percentage representation increased slightly (0.5%). Similarly, the number of females in the City's career workforce decreased by 44 while their percentage representation increased slightly (0.03%).

1993 TOTAL CAREER WORKFORCE BY SEX & ETHNICITY						
ETHNICITY	MALE		FEMALE		TOTAL	
	#	%	#	%	#	%
White	1585	47.47	676	20.24	2261	67.71
Black	249	7.46	99	2.96	348	10.42
Hispanic	367	10.99	120	3.59	487	14.59
Asian	119	3.56	50	1.50	169	5.06
Native American	25	0.75	6	0.18	31	0.93
Filipino	25	0.75	15	0.45	43	1.29
TOTAL	2373	71.06	966	28.93	3339	100.00
MINORITIES	788	23.60	290	8.69	1078	32.29

*1992 levels: Minority Males: 816/23.35% Minority Females - 295/8.44%
 Total Females - 1010/28.90% Total City Employment - 3495

Career Workforce by Ethnicity



1993 Career Workforce Goal Comparison

It is a goal of the City's Affirmative Action Plan to achieve employment levels for minorities and women in a proportion equal to the goals established by the Plan. The goals are:

Minority Representation: 46.39% Female Representation: 50.32%

These goals were established by the Sacramento City Council based on the 1990 census.

Status of Individual Groups

White: 1993 Net Change In Employment (-123)

	<u>Goal</u>	<u>1993 Actual</u>
Male	25.54%	47.47%
Female	27.83%	20.25%
Total	53.37%	67.71%

The number of White employees decreased by 123 (from 2384 to 2261) during 1993. Although White employees are not an affirmative action target group as an ethnicity, White Females are targeted under the female goal. White females are still below parity.

Black: 1993 Net Change In Employment (-26)

	<u>Goal</u>	<u>1993 Actual</u>
Male	7.03%	7.46%
Female	7.76%	2.96%
Total	14.79%	10.42%

In 1993, the number of Black employees decreased by 26 (from 374 to 348) and their percentage decreased slightly when compared to 1992 (from 10.70% to 10.42%). Overall, Black representation is below parity. The percentage representation of Black males is at parity while Black female representation is below parity.

Hispanic: 1993 Net Change In Employment (-4)

	<u>Goal</u>	<u>1993 Actual</u>
Male	8.17%	10.99%
Female	8.08%	3.59%
Total	16.25%	14.59%

In 1993, the number of Hispanic employees decreased by 4 (from 491 to 487) and their percentage representation increased slightly when compared to 1992 (from 14.05% to 14.59%). Hispanic male representation exceeds parity. However, the representation of Hispanic females is significantly below parity.

Asian/Pacific Islander: 1993 Net Change In Employment (-1)

	<u>Goal</u>	<u>1993 Actual</u>
Male	7.72%	3.56%
Female	5.23%	1.50%
Total	12.45%	5.06%

The number of Asian/Pacific Islander employees decreased by 1 (from 170 to 169) in 1993. However, the percentage representation increased slightly when compared to 1992 (from 4.87% to 5.06%). The workforce representation for Asian/Pacific Islander employees is below parity.

Native American/Alaskan Native: 1993 Net Change In Employment (-4)

	<u>GOAL</u>	<u>1993 ACTUAL</u>
Male	0.47%	0.75%
Female	0.48%	0.18%
Total	0.95%	0.93%

In 1993, the number of Native American/Alaskan Native employees decreased by 4 (from 35 to 31) and their percentage representation also decreased when compared to 1992 (from 1.00% to 0.93%). The workforce representation for this ethnic group is below parity. The representation of the females within this group is also below parity.

ipino: 1993 Net Change In Employment (-2)

	<u>Goal</u>	<u>1993 Actual</u>
Male	1.13%	0.84%
Female	0.82%	0.45%
Total	1.95%	1.29%

In 1993, the number of Filipino employees increased by 2 (from 41 to 43) and their percentage representation increased slightly when compared to 1992 (from 1.17% to 1.29%). The workforce representation of the group is below parity. Female workforce representation is below parity, too.

GOAL COMPARISON BY OCCUPATIONAL CATEGORIES

An additional goal of the affirmative action program is to assist in the creation of a workforce in which 46.39% of those employed in each occupational category are minorities and 50.32% are females. An occupational category is a group of similar jobs, e.g., Police - all sworn police positions; Professionals - all jobs which require specialized knowledge which usually is acquired through college. An exception is the Exempt category which contains all of the full-time career positions, regardless of job duties, which are not covered by the Civil Service Rules and regulations (see Appendix B: Listing of Classifications by Occupational Category).

In evaluating minority representation by occupational category, a percentage of goal achieved measurement was used. That is, the current percentage representation of minorities and females within each occupational category was compared to their respective City goals. This methodology best illustrates the gains or losses in ethnic minority and female representation.

Summary

Minorities Minorities achieved parity in the Service Maintenance category. Using the percentage goal achieved measurement, a relative comparison, shows losses in minority representation in all other occupation categories. The apparent losses occur because increases did not keep pace with the increases in the City goals. In absolute numbers (actual numbers of employees and percentage of total) minority workforce representation increased in six of nine categories when compared to 1992 levels.

Females The female employment goal was reached in the Clerical category. Female workforce representation was below parity in all other categories. In absolute numbers, female workforce representation increased in seven of nine occupational categories when compared to 1992 levels.

Minorities

Supervisory Native Americans and Filipinos achieved parity in this category.

Police Native Americans achieved parity in this category.

Fire Native Americans achieved parity in this category.

Professional All minority groups are below parity in this category.

Skilled Craft Hispanics and Native Americans achieved parity in this category.

Service Maintenance Blacks, Hispanics, Native Americans, and Filipinos achieved parity in this category.

Technicians All minority groups are below parity in this category.

Clerical All minority groups are below parity in this category.

Exempt All minority groups are below parity in this category.

Females

Supervisory Overall, female representation is below parity. Filipino females were the only group achieve parity. All representation decreased from 1992 levels.

Police Overall, female representation is below parity. White, Asian, and Filipino females representation improved from 1992 levels.

Fire Overall, female representation is below parity. Each females group, except Filipino females, had a decrease in representation.

Professional Overall, female representation is below parity. Only White females are at parity. All female groups are below parity.

Skilled Craft Overall, female representation is below parity even though their percentage representation increased. White and Hispanic female groups decreased in representation. The other female groups were not represented.

Service Maintenance Overall, female representation is below parity. All female groups were below parity.

Technicians Overall, female representation is below parity. All female groups, except Native American who were not represented, decreased in representation.

Clerical Overall, female representation is at parity. Asian females are the only group below parity. All female groups representation decreased.

Exempt Overall, female representation is at parity. White females are the only group at parity. Hispanic female representation increased. All other female group representation decreased. Native American females were not represented.

Data Presentation

The following tables and graphs show the percentage goal achieved within occupational categories. The data presented reflects the current percentage representation of minorities and females within in occupational category divided by the City's goal for each minority and female group.

**PERCENTAGE OCCUPATIONAL GOAL REACHED BY
ETHNICITY AND SEX**

Supervisory White, Black, Hispanic, Native American and Filipino males have achieved parity. Asian males are below parity. Filipino females have achieved parity. All other groups are below parity. Overall, minorities and females are below parity.

SUPERVISORY - MINORITY & FEMALE REPRESENTATION AS A PERCENTAGE OF GOAL ACHIEVED				
ETHNICITY	MALE	PARITY/ STATUS	FEMALE	PARITY/ STATUS
White	185.86	PARITY/ INCREASE	81.20	BELOW/ DECREASE
Black	120.55	PARITY/ INCREASE	21.84	BELOW/ DECREASE
Hispanic	138.30	PARITY/ DECREASE	20.98	BELOW/ DECREASE
Asian	31.30	BELOW/ DECREASE	10.80	BELOW/ DECREASE
Native American	240.16	PARITY/ DECREASE	0	BELOW/ NO CHANGE
Filipino	100.00	PARITY/ DECREASE	206.69	PARITY/ DECREASE
OVERALL MINORITY & FEMALE PARITY/STATUS	46.39	BELOW/ DECREASE	64.54	BELOW/ DECREASE

Values/Definitions

100 = 100% parity with City goals

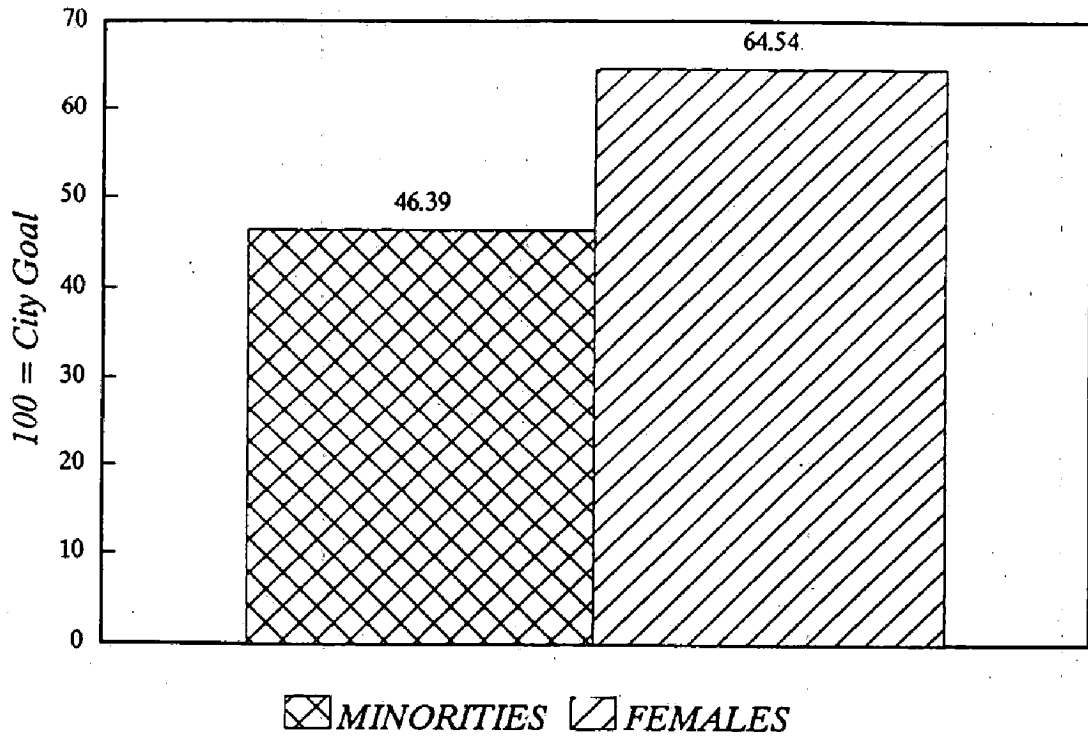
Parity - group has reached or exceeds City goals

Decrease - percentage of goal achieved has decreased from 1992 levels

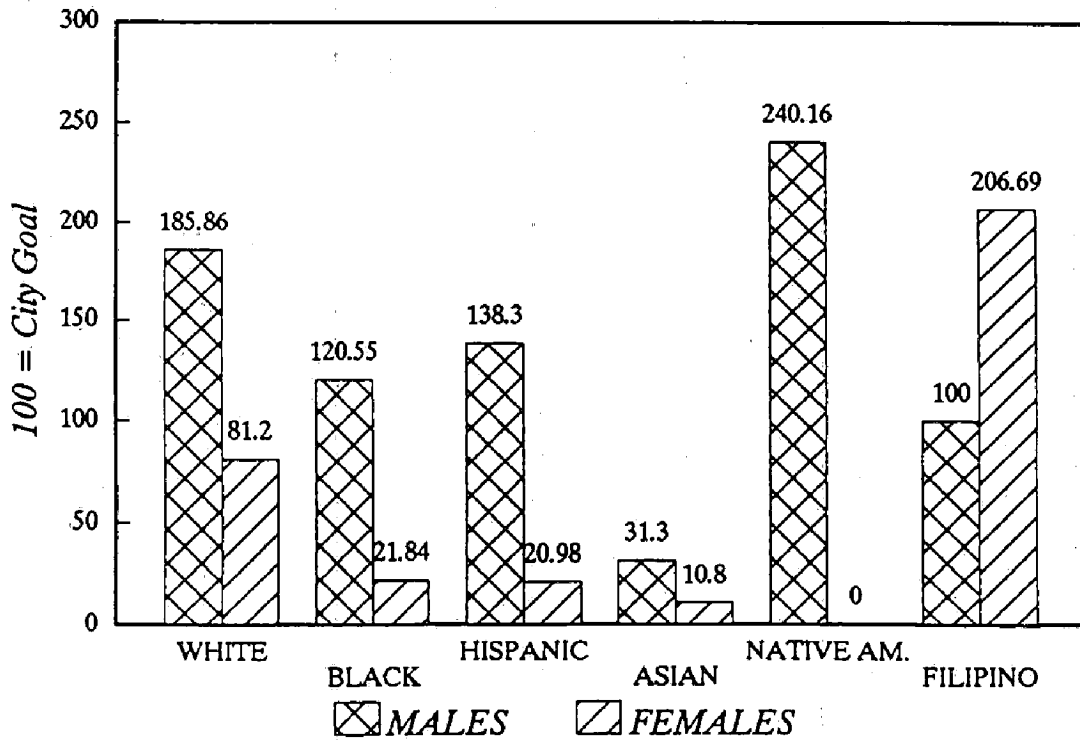
Increase - percentage of goal achieved has increased from 1992 levels

No Change - percentage of goal achieved has not changed from 1992 levels

PERCENTAGE GOAL ACHIEVED
SUPERVISORY OCCUPATIONAL CATEGORY



PERCENTAGE GOAL ACHIEVED
SUPERVISORY OCCUPATIONAL CATEGORY



Police With the exception of Black and Asian Males, all male groups have achieved parity. No female groups have reached parity. Overall, minorities and females are below parity.

POLICE - MINORITY & FEMALE REPRESENTATION AS A PERCENTAGE OF GOAL ACHIEVED				
ETHNICITY	MALE	PARITY/ STATUS	FEMALE	PARITY/ STATUS
White	245.93	PARITY/ INCREASE	31.72	BELOW/ INCREASE
Black	82.11	BELOW/ INCREASE	10.93	BELOW/ DECREASE
Hispanic	137.15	PARITY/ INCREASE	16.81	BELOW/ DECREASE
Asian	89.35	BELOW/ DECREASE	3.25	BELOW/ INCREASE
Native American	108.37	PARITY/ DECREASE	3.25	BELOW/ DECREASE
Filipino	150.25	PARITY/ DECREASE	35.38	BELOW/ INCREASE
OVERALL MINORITY & FEMALE PARITY/STATUS	61.16	BELOW/ DECREASE	22.94	BELOW/ DECREASE

Values/Definitions

100 = 100% parity with City goals

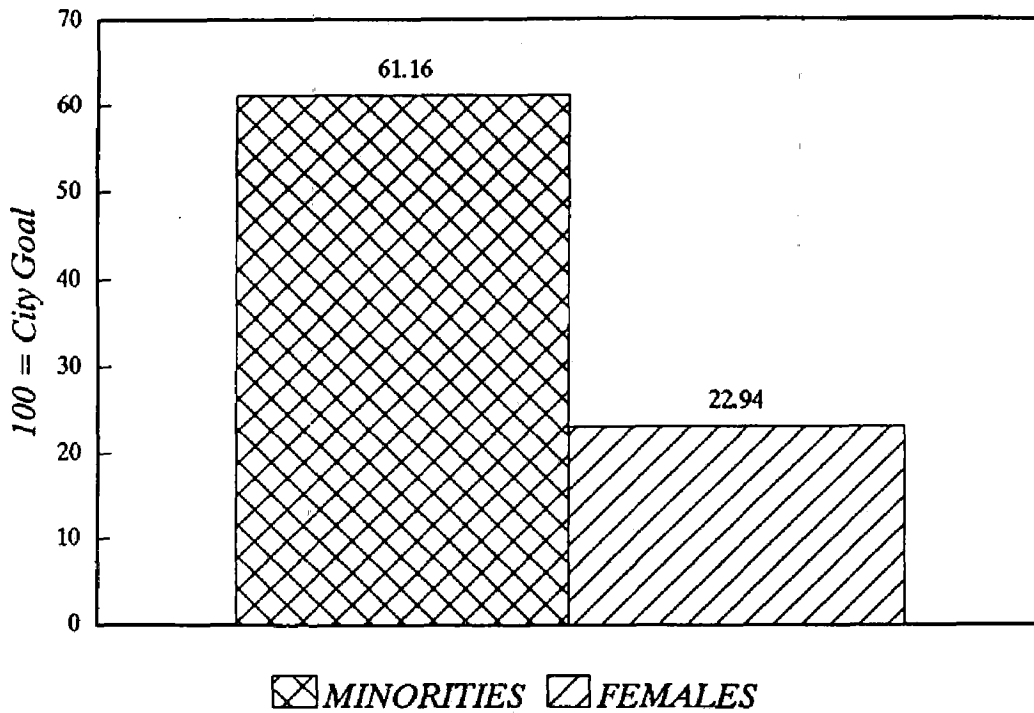
Parity - group has reached or exceeds City goals

Decrease - percentage of goal achieved has decreased from 1992 levels

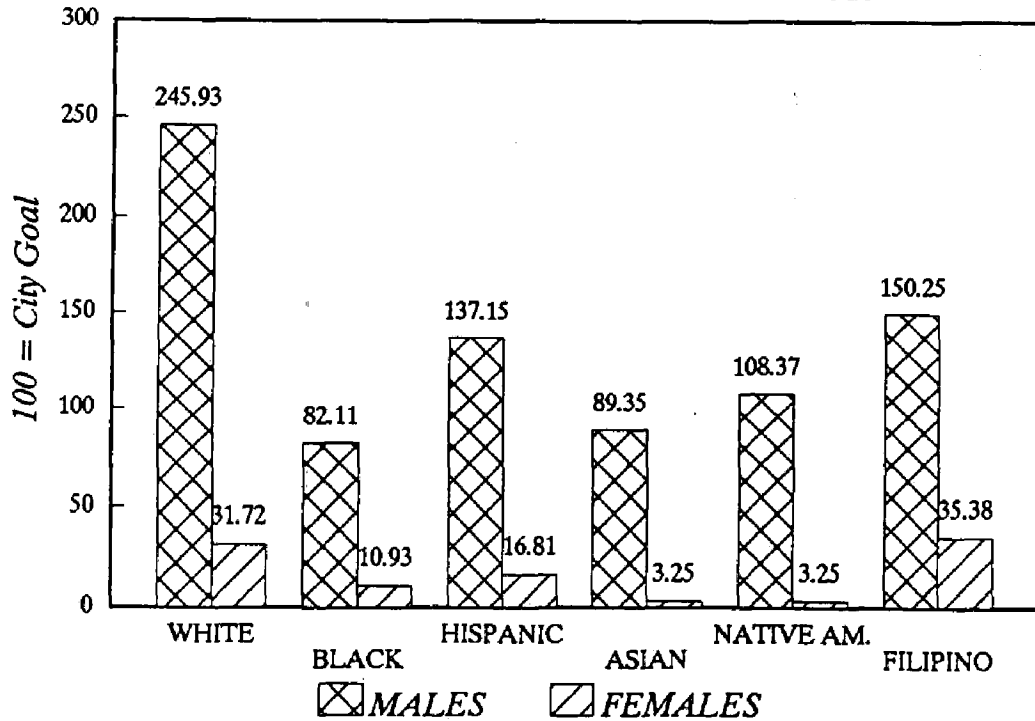
Increase - percentage of goal achieved has increased from 1992 levels

No Change - percentage of goal achieved has not changed from 1992 levels

**PERCENTAGE GOAL ACHIEVED
POLICE OCCUPATIONAL CATEGORY**



**PERCENTAGE GOAL ACHIEVED
POLICE OCCUPATIONAL CATEGORY**



Fire With the exception of Asians and Filipinos, all male groups have achieved parity. No female groups have achieved parity. Overall, minorities and females are below parity.

FIRE - MINORITY & FEMALE REPRESENTATION AS PERCENTAGE OF GOAL ACHIEVED				
ETHNICITY	MALE	PARITY/ STATUS	FEMALE	PARITY/ STATUS
White	259.24	PARITY/ INCREASE	25.43	BELOW/ DECREASE
Black	113.67	PARITY/ INCREASE	2.94	BELOW/ DECREASE
Hispanic	136.93	PARITY/ INCREASE	2.85	BELOW/ DECREASE
Asian	69.56	BELOW/ DECREASE	0	BELOW/ NO CHANGE
Native American	340.00	PARITY/ DECREASE	47.56	BELOW/ DECREASE
Filipino	20.20	BELOW/ DECREASE	0	BELOW/ NO CHANGE
OVERALL MINORITY & FEMALE PARITY/STATUS	57.58	BELOW/ DECREASE	15.43	BELOW/ DECREASE

Values/Definitions

100 = 100% parity with City goals

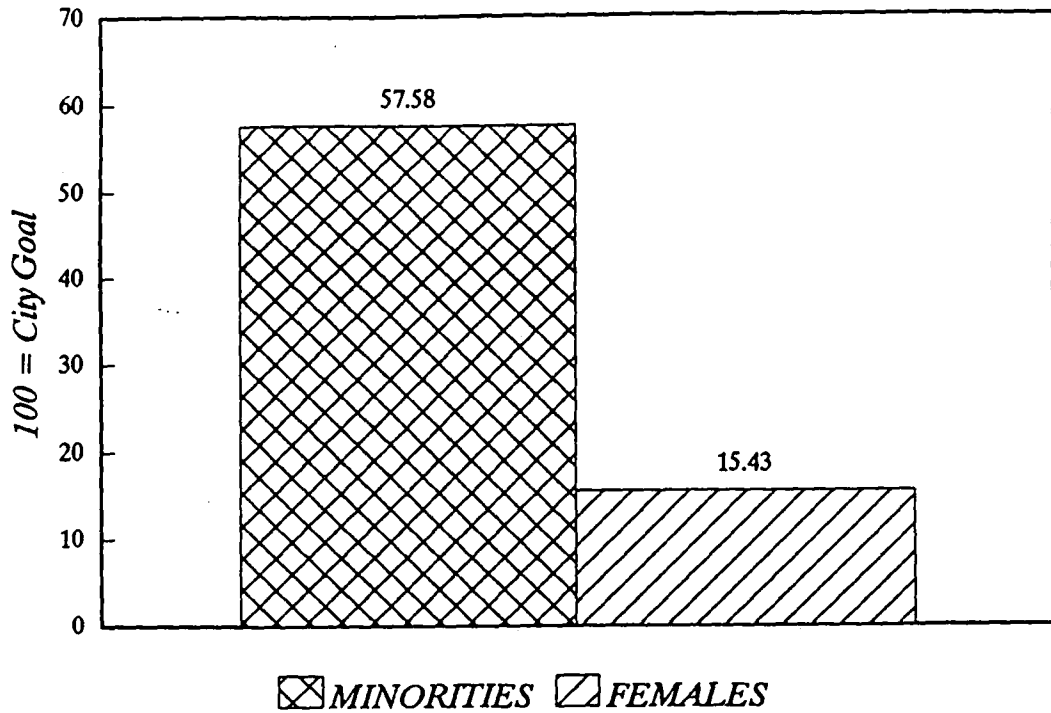
Parity - group has reached or exceeds City goals

Decrease - percentage of goal achieved has decreased from 1992 levels

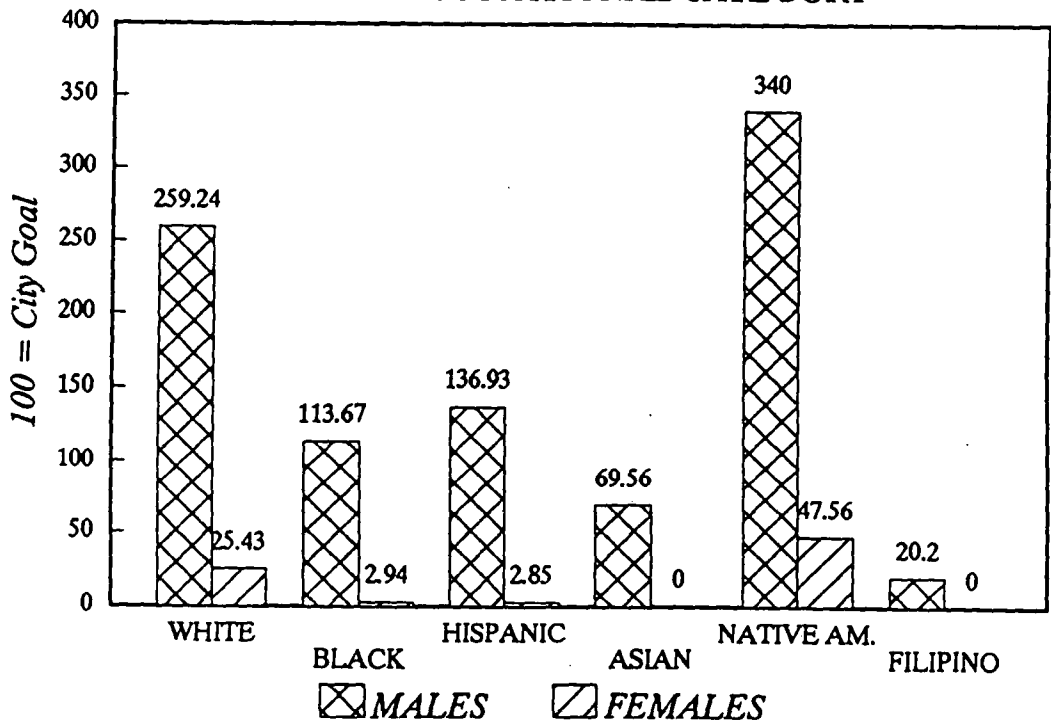
Increase - percentage of goal achieved has increased from 1992 levels

No Change - percentage of goal achieved has not changed from 1992 levels

**PERCENTAGE GOAL ACHIEVED
FIRE OCCUPATIONAL CATEGORY**



**PERCENTAGE GOAL ACHIEVED
FIRE OCCUPATIONAL CATEGORY**



Professional White Males and White Females have achieved parity. No other groups have achieved parity. Overall, minorities and females are below parity.

PROFESSIONAL - MINORITY & FEMALE REPRESENTATION AS A PERCENTAGE OF GOAL ACHIEVED				
ETHNICITY	MALE	PARITY/ STATUS	FEMALE	PARITY/ STATUS
White	175.20	PARITY/ INCREASE	130.02	PARITY/ DECREASE
Black	22.14	BELOW/ INCREASE	35.10	BELOW/ DECREASE
Hispanic	47.62	BELOW/ INCREASE	33.71	BELOW/ DECREASE
Asian	53.89	BELOW/ DECREASE	66.96	BELOW/ DECREASE
Native American	0	BELOW/ DECREASE	0	BELOW/ NO CHANGE
Filipino	34.43	BELOW/ DECREASE	47.45	BELOW/ DECREASE
OVERALL MINORITY & FEMALE PARITY/STATUS	41.10	BELOW/ DECREASE	90.47	BELOW/ DECREASE

Values/Definitions

100 = 100% parity with City goals

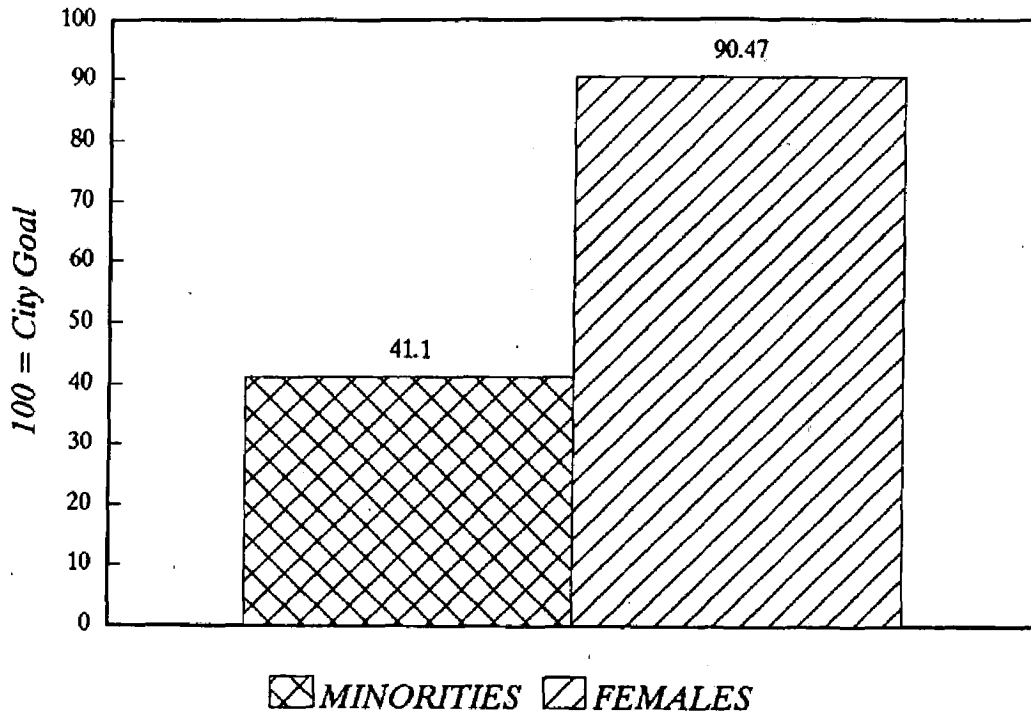
Parity - group has reached or exceeds City goals

Decrease - percentage of goal achieved has decreased from 1992 levels

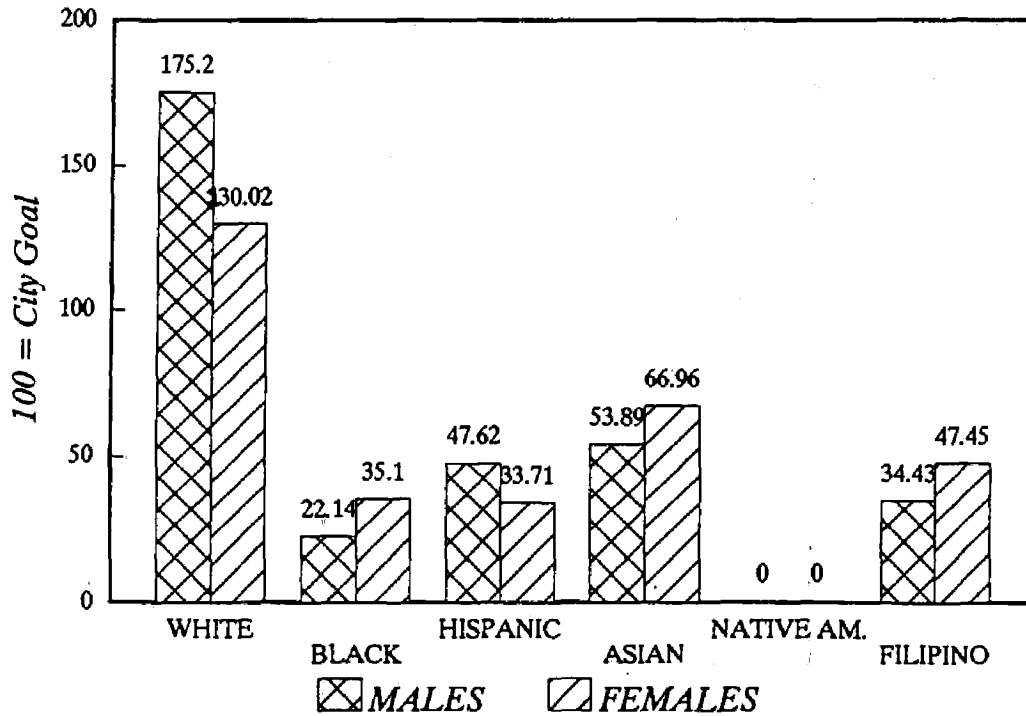
Increase - percentage of goal achieved has increased from 1992 levels

No Change - percentage of goal achieved has not changed from 1992 levels

**PERCENTAGE GOAL ACHIEVED
PROFESSIONAL OCCUPATIONAL CATEGORY**



**PERCENTAGE GOAL ACHIEVED
PROFESSIONAL OCCUPATIONAL CATEGORY**



Skilled Craft White, Hispanic, and Native American males have achieved parity. No other groups have achieved parity. Minorities and females are below parity.

SKILLED CRAFT - MINORITY & FEMALE REPRESENTATION AS A PERCENTAGE OF GOAL ACHIEVED				
ETHNICITY	MALE	PARITY/ STATUS	FEMALE	PARITY/ STATUS
White	268.48	PARITY/ INCREASE	12.83	BELOW/ DECREASE
Black	71.12	BELOW/ INCREASE	0	BELOW/ NO CHANGE
Hispanic	192.34	PARITY/ INCREASE	8.84	BELOW/ DECREASE
Asian	49.56	BELOW/ DECREASE	0	BELOW/ NO CHANGE
Native American	303.95	PARITY/ DECREASE	0	BELOW/ NO CHANGE
Filipino	0	BELOW/ NO CHANGE	0	BELOW/ NO CHANGE
OVERALL MINORITY & FEMALE PARITY/STATUS	60.05	BELOW/ DECREASE	9.94	BELOW/ INCREASE

Values/Definitions

100 = 100% parity with City goals

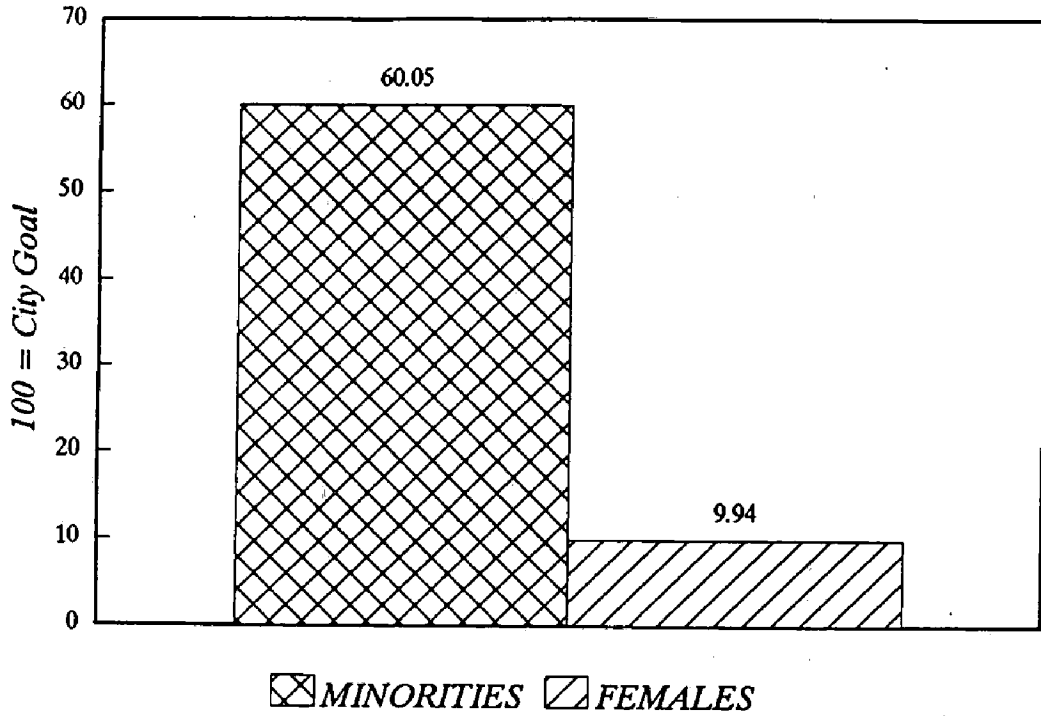
Parity - group has reached or exceeds City goals

Decrease - percentage of goal achieved has decreased from 1992 levels

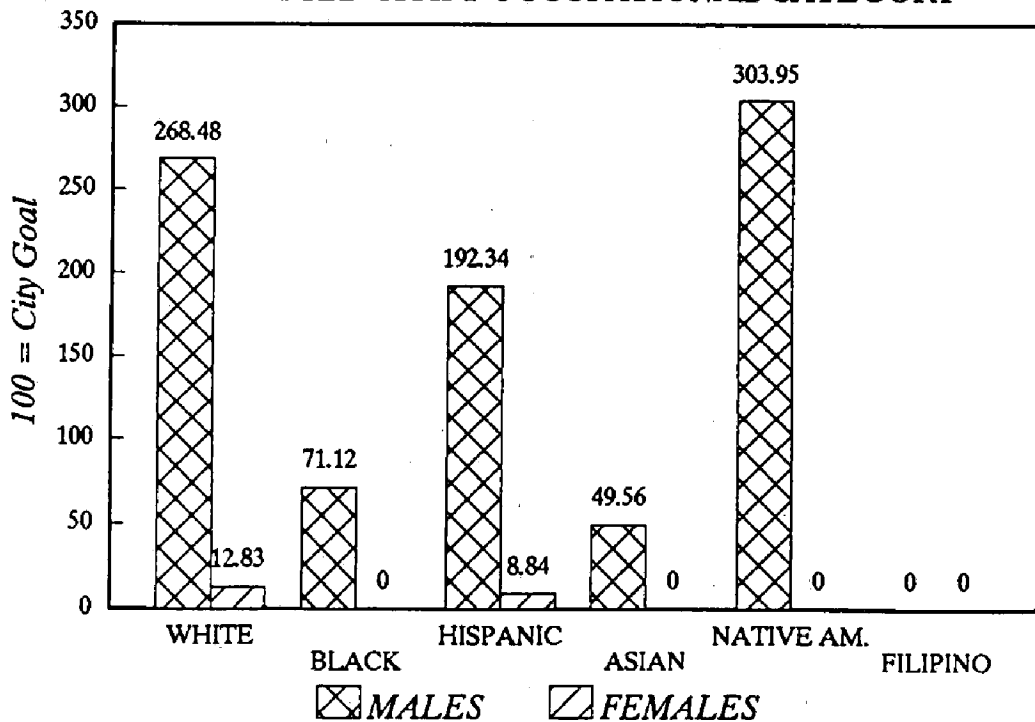
Increase - percentage of goal achieved has increased from 1992 levels

No Change - percentage of goal achieved has not changed from 1992 levels

**PERCENTAGE GOAL ACHIEVED
SKILLED CRAFT OCCUPATIONAL CATEGORY**



**PERCENTAGE GOAL ACHIEVED
SKILLED CRAFT OCCUPATIONAL CATEGORY**



Service Maintenance With the exception of Asian males, all male groups have achieved parity. No female groups have reached parity. Overall, females are below parity and minorities have experienced a decrease in representation.

SERVICE MAINTENANCE - MINORITY & FEMALE REPRESENTATION AS A PERCENTAGE OF GOAL ACHIEVED				
ETHNICITY	MALE	PARITY/ STATUS	FEMALE	PARITY/ STATUS
White	179.67	PARITY/ INCREASE	21.92	BELOW/ DECREASE
Black	243.36	PARITY/ INCREASE	20.51	BELOW/ DECREASE
Hispanic	266.22	PARITY/ INCREASE	24.62	BELOW/ DECREASE
Asian	34.90	BELOW/ DECREASE	5.07	BELOW/ DECREASE
Native American	282.19	PARITY/ DECREASE	27.63	BELOW/ DECREASE
Filipino	117.35	PARITY/ DECREASE	0	BELOW/ NO CHANGE
OVERALL MINORITY & FEMALE PARITY/STATUS	103.49	PARITY/ DECREASE	20.03	BELOW/ DECREASE

Values/Definitions

100 = 100% parity with City goals

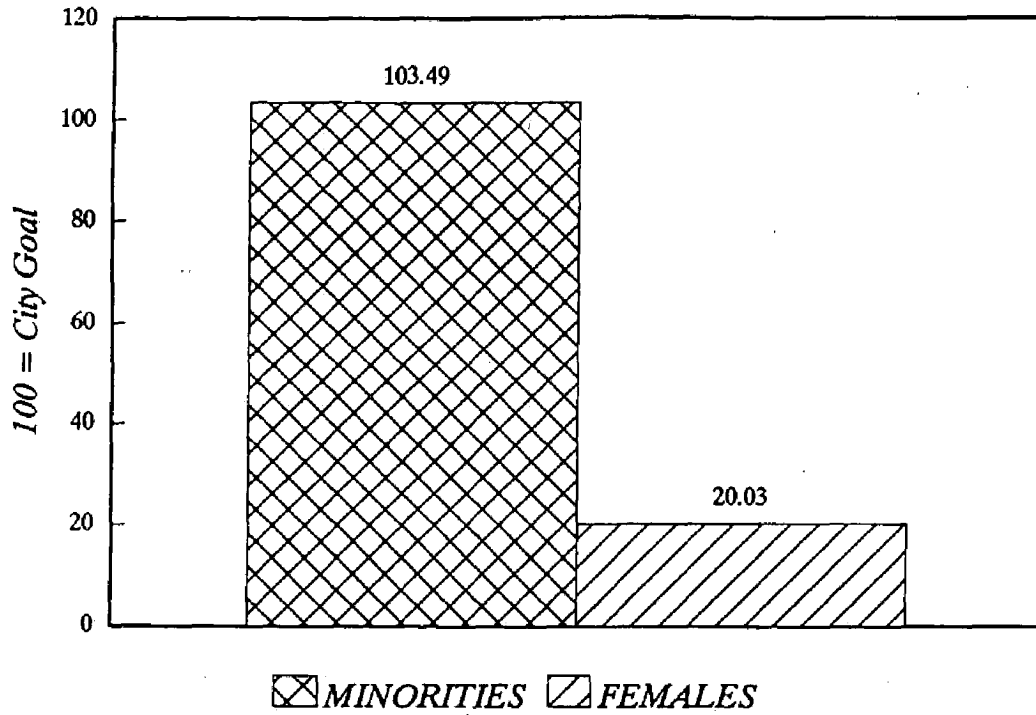
Parity - group has reached or exceeds City goals

Decrease - percentage of goal achieved has decreased from 1992 levels

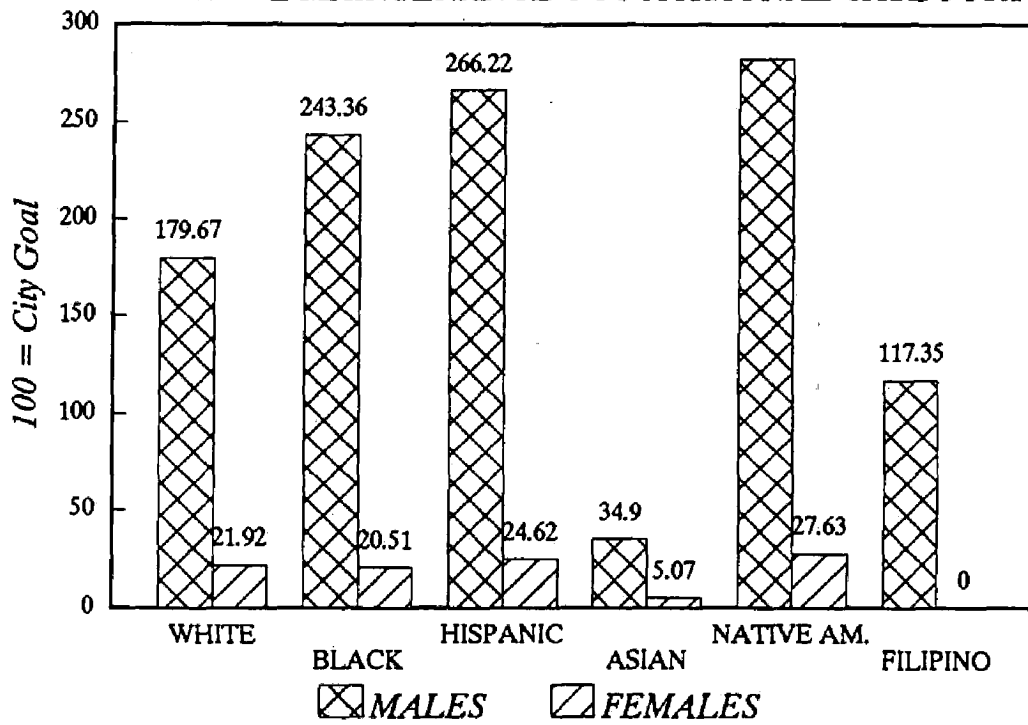
Increase - percentage of goal achieved has increased from 1992 levels

No Change - percentage of goal achieved has not changed from 1992 levels

**PERCENTAGE GOAL ACHIEVED
SERVICE MAINTENANCE OCCUPATIONAL CATEGORY**



**PERCENTAGE GOAL ACHIEVED
SERVICE MAINTENANCE OCCUPATIONAL CATEGORY**



Technicians White Males are the only group that has achieved parity. No other groups have achieved parity. Overall, minorities and females are below parity and have had decreases in representation.

TECHNICIANS - MINORITY & FEMALE REPRESENTATION AS A PERCENTAGE OF GOAL ACHIEVED				
ETHNICITY	MALE	PARITY/ STATUS	FEMALE	PARITY/ STATUS
White	205.56	PARITY/ INCREASE	88.55	BELOW/ DECREASE
Black	45.72	BELOW/ DECREASE	32.61	BELOW/ DECREASE
Hispanic	69.94	BELOW/ INCREASE	57.46	BELOW/ DECREASE
Asian	44.52	BELOW/ DECREASE	40.97	BELOW/ DECREASE
Native American	0	BELOW/ NO CHANGE	0	BELOW/ NO CHANGE
Filipino	63.21	BELOW/ DECREASE	87.11	BELOW/ DECREASE
OVERALL MINORITY & FEMALE PARITY/STATUS	49.27	BELOW/ DECREASE	68.84	BELOW/ DECREASE

Values/Definitions

100 = 100% parity with City goals

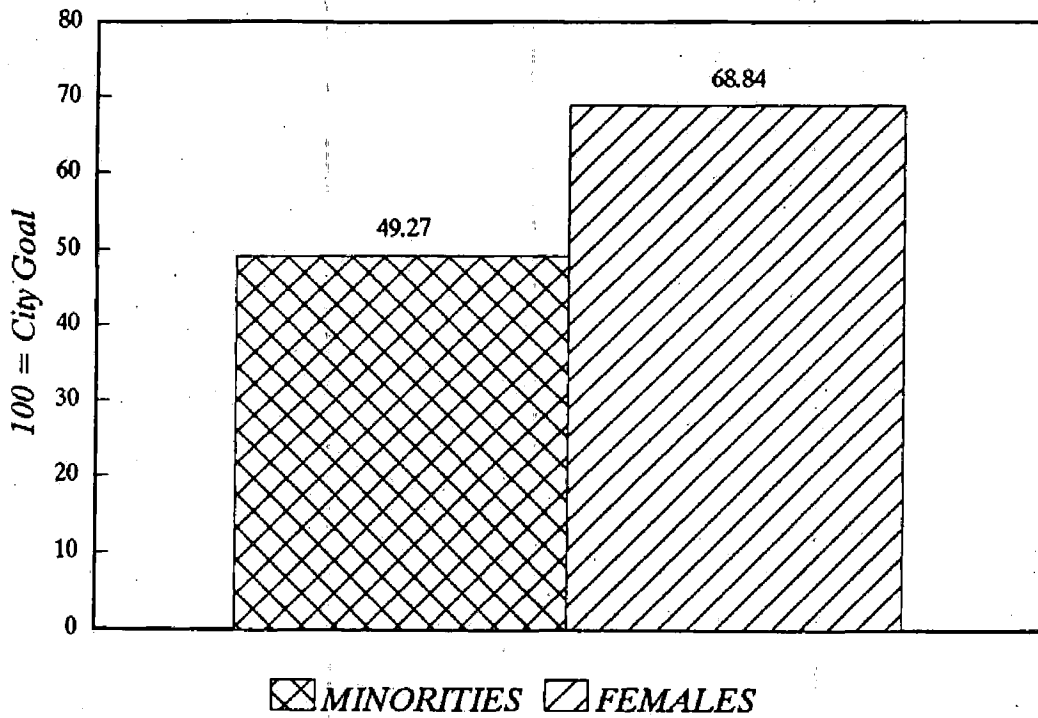
Parity - group has reached or exceeds City goals

Decrease - percentage of goal achieved has decreased from 1992 levels

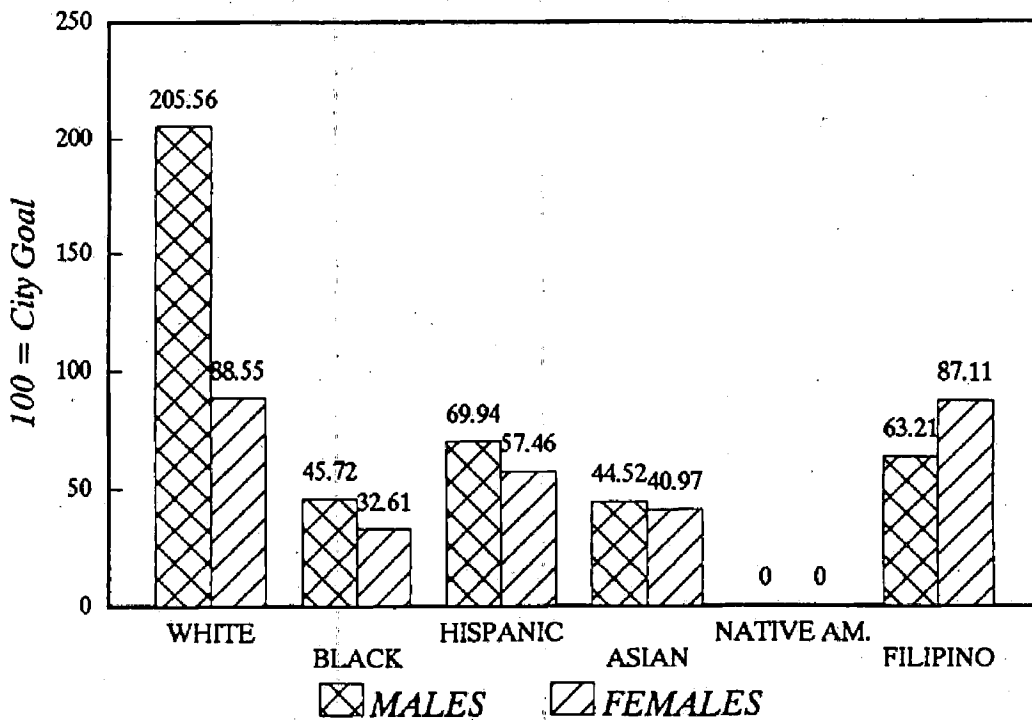
Increase - percentage of goal achieved has increased from 1992 levels

No Change - percentage of goal achieved has not changed from 1992 levels

**PERCENTAGE GOAL ACHIEVED
TECHNICIANS OCCUPATIONAL CATEGORY**



**PERCENTAGE GOAL ACHIEVED
TECHNICIANS OCCUPATIONAL CATEGORY**



Clerical With the exception of Asian Females, all Female groups have achieved parity. No male groups have achieved parity. Overall, females have achieved parity and minorities are below parity. Both minorities and females have experienced decreases in representation when compared to 1992 levels.

CLERICAL - MINORITY & FEMALE REPRESENTATION AS A PERCENTAGE OF GOAL ACHIEVED				
ETHNICITY	MALE	PARITY/ STATUS	FEMALE	PARITY/ STATUS
White	25.17	BELOW/ INCREASE	207.07	PARITY/ DECREASE
Black	27.12	BELOW/ DECREASE	147.43	PARITY/ DECREASE
Hispanic	15.56	BELOW/ INCREASE	165.19	PARITY/ DECREASE
Asian	5.87	BELOW/ DECREASE	97.23	BELOW/ DECREASE
Native American	45.07	BELOW/ INCREASE	132.41	PARITY/ DECREASE
Filipino	45.07	BELOW/ INCREASE	155.02	PARITY/ DECREASE
OVERALL MINORITY & FEMALE PARITY/STATUS	77.18	BELOW/ DECREASE	177.68	PARITY/ DECREASE

Values/Definitions

100 = 100% parity with City goals

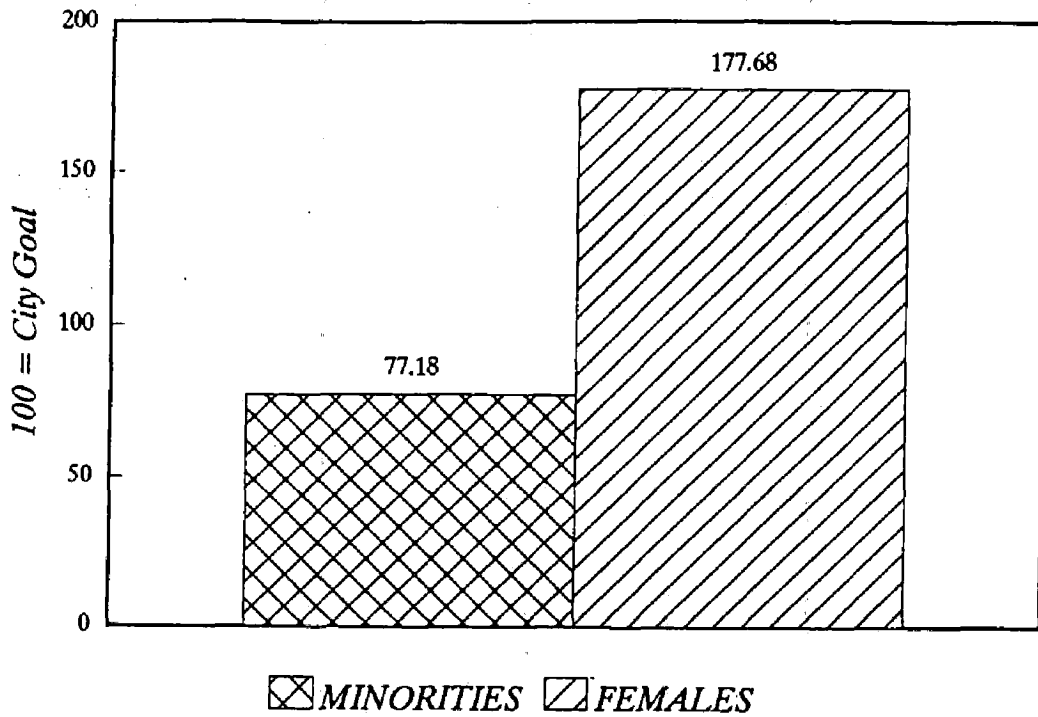
Parity - group has reached or exceeds City goals

Decrease - percentage of goal achieved has decreased from 1992 levels

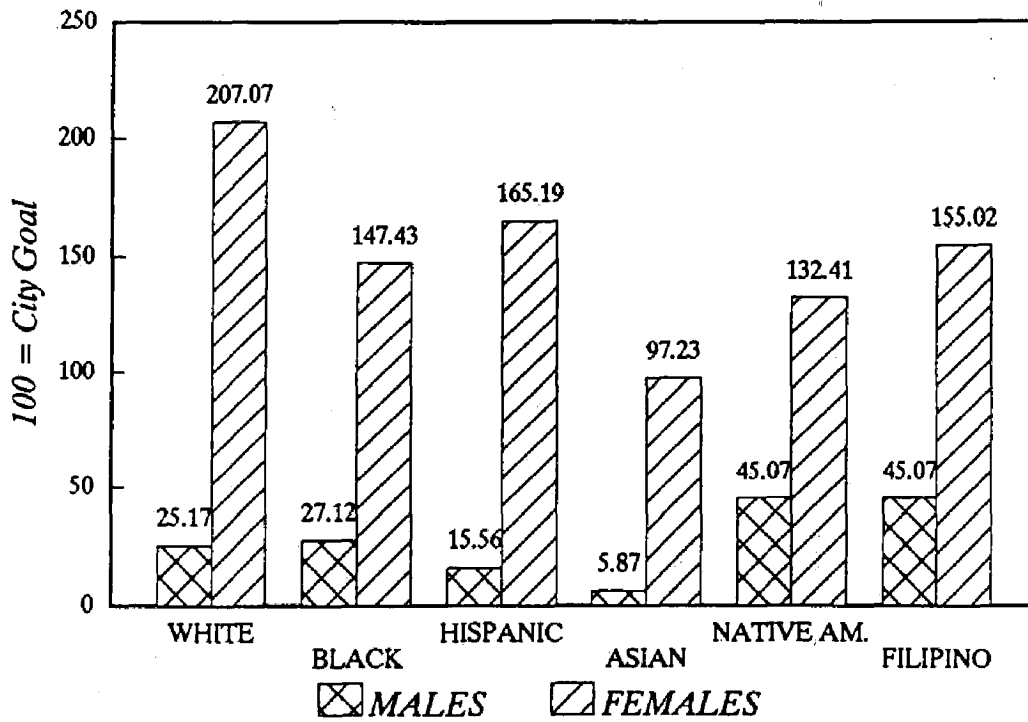
Increase - percentage of goal achieved has increased from 1992 levels

No Change - percentage of goal achieved has not changed from 1992 levels

**PERCENTAGE GOAL ACHIEVED
CLERICAL OCCUPATIONAL CATEGORY**



**PERCENTAGE GOAL ACHIEVED
CLERICAL OCCUPATIONAL CATEGORY**



Exempt White males and White females are the only groups that have achieved parity. Overall, minorities and females are below parity and their representation has decreased when compared to 1992 levels.

EXEMPT - MINORITY & FEMALE REPRESENTATION AS A PERCENTAGE OF GOAL ACHIEVED				
ETHNICITY	MALE	PARITY/ STATUS	FEMALE	PARITY/ STATUS
White	178.89	PARITY/ INCREASE	105.32	PARITY/ DECREASE
Black	42.92	BELOW/ DECREASE	55.54	BELOW/ DECREASE
Hispanic	73.86	BELOW/ INCREASE	48.01	BELOW/ INCREASE
Asian	59.70	BELOW/ DECREASE	57.69	BELOW/ DECREASE
Native American	0	BELOW/ NO CHANGE	0	BELOW/ NO CHANGE
Filipino	0	BELOW/ NO CHANGE	52.56	BELOW/ DECREASE
OVERALL MINORITY & FEMALE PARITY/STATUS	53.89	BELOW/ DECREASE	81.37	BELOW/ DECREASE

Values/Definitions

100 = 100% parity with City goals

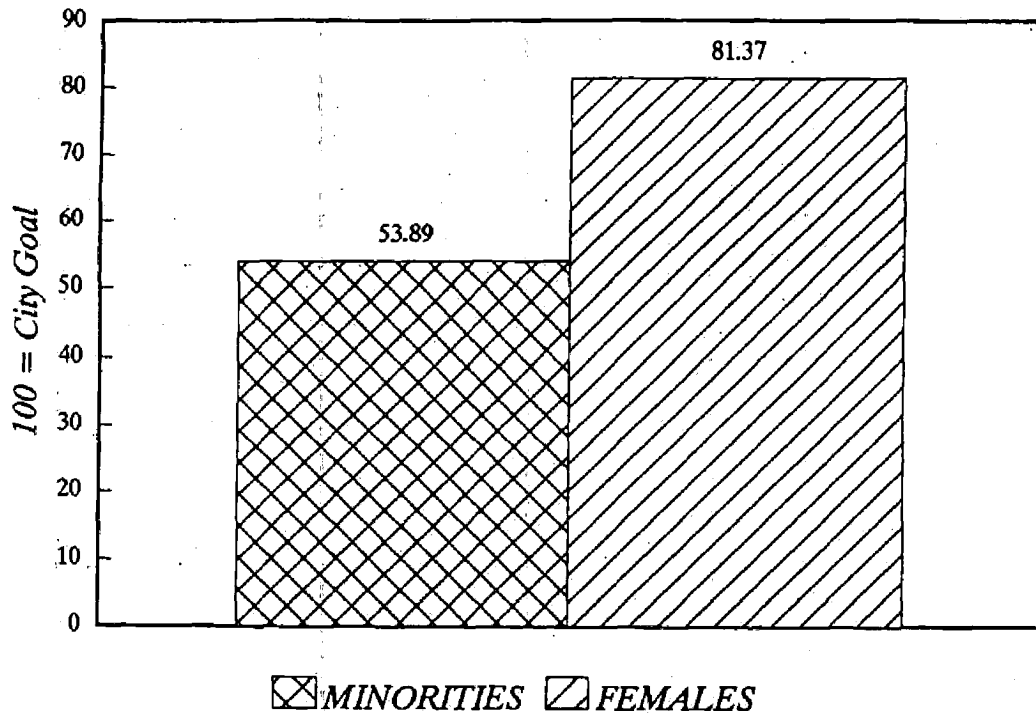
Parity - group has reached or exceeds City goals

Decrease - percentage of goal achieved has decreased from 1992 levels

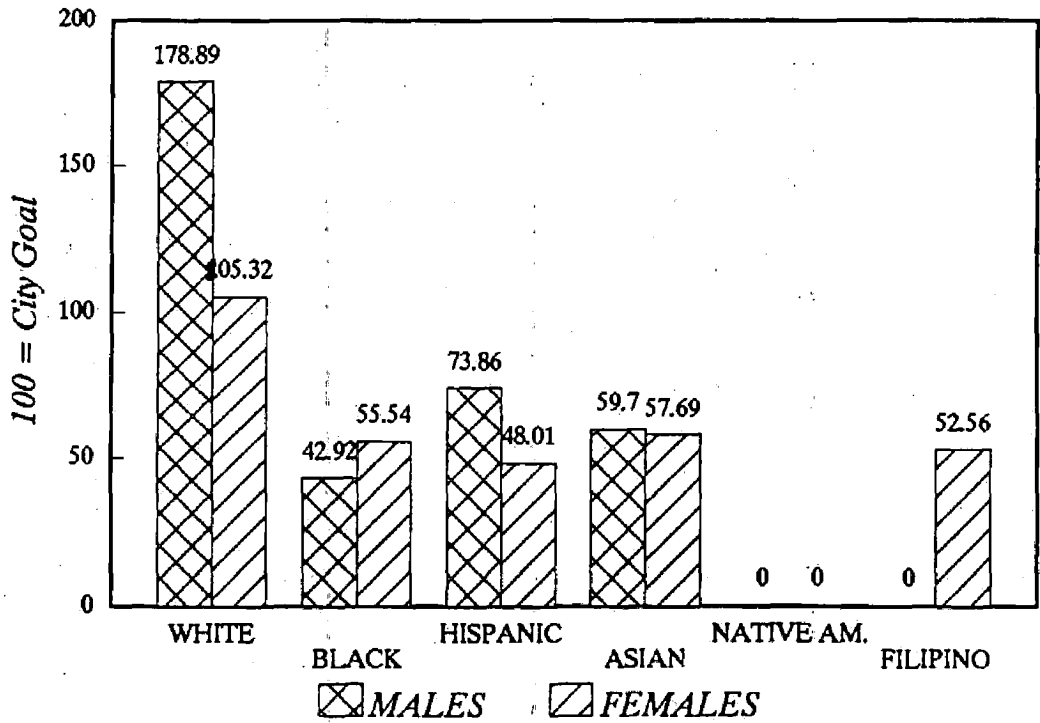
Increase - percentage of goal achieved has increased from 1992 levels

No Change - percentage of goal achieved has not changed from 1992 levels

**PERCENTAGE GOAL ACHIEVED
EXEMPT OCCUPATIONAL CATEGORY**



**PERCENTAGE GOAL ACHIEVED
EXEMPT OCCUPATIONAL CATEGORY**



In terms of representation by department, females have achieved parity in eight departments (**). Only the recently formed Neighborhood Services department has achieved parity with respect to the employment goal for minorities (*).

REPRESENTATION BY DEPARTMENTS				
DEPARTMENT	EMPLOYED	MINORITY	FEMALE	DISABLED
Mayor/Council**	19 = 95.00%	8 = 42.10%	17 = 89.47%	1 = 5.26%
City Manager	16 = 94.12%	5 = 31.25%	5 = 31.25%	0 = 0.00%
City Attorney**	23 = 95.83%	7 = 30.43%	16 = 69.56%	0 = 0.00%
City Clerk**	11 = 100.00%	2 = 18.18%	10 = 90.92%	0 = 0.00%
City Treasurer**	12 = 85.17%	3 = 25.00%	7 = 58.33%	0 = 0.00%
Finance**	77 = 97.47%	30 = 38.96%	56 = 72.73%	0 = 0.00%
Info. & Communication Services	49 = 94.23%	16 = 32.65%	18 = 36.73%	1 = 2.04%
Human Resources**	50 = 100.00%	18 = 36.00%	38 = 76.00%	0 = 0.00%
Employee Relations**	4 = 80.00%	1 = 25.00%	3 = 75.00%	0 = 0.00%
Police	908 = 95.68%	268 = 29.52%	301 = 33.15%	4 = 0.44%
Fire	482 = 96.59%	124 = 25.73%	45 = 9.34%	3 = 0.62%
Public Works	680 = 92.39%	285 = 41.91%	131 = 19.26%	4 = 0.59%
Utilities	364 = 95.79%	89 = 24.45%	49 = 13.46%	3 = 0.82%
Planning & Development	119 = 96.75%	19 = 15.97%	48 = 40.34%	2 = 1.68%
Library**	102 = 99.03%	26 = 25.49%	78 = 76.47%	1 = 0.98
Community & Visitor Services	142 = 94.66%	44 = 30.98%	53 = 37.32%	2 = 1.41%
Neighborhood Services*	281 = 92.74%	133 = 47.33%	91 = 32.38%	1 = 0.35%

1993 Parity Goals: Minorities = 46.39% Females = 50.32%

**10 YEAR OVERVIEW MINORITIES & FEMALES
BY OCCUPATIONAL CATEGORY**

From 1992 to 1993, total Minority and Female representation percentage increased by 0.50 and 0.03%, respectively. This is the highest level of minority representation since 1989.

PERCENTAGE OF FULL-TIME CAREER WORKFORCE BY ETHNICITY 1983 - 1993							
Year	White	Black	Hispanic	Asian	Native American	Filipino	Total Minority
1983	67.05%	12.51%	14.15%	4.46%	1.07%	0.76%	32.95%
1984	67.26%	12.09%	14.21%	4.59%	1.06%	0.80%	32.74%
1985	67.23%	11.52%	14.70%	4.57%	1.10%	0.88%	32.53%
1986	66.96%	11.58%	14.76%	4.54%	1.16%	0.99%	33.04%
1987	67.23%	11.30%	14.63%	4.59%	1.22%	1.03%	32.77%
1988	67.94%	11.20%	14.16%	4.48%	1.18%	1.03%	32.06%
1989	68.44%	11.04%	13.86%	4.40%	1.18%	1.06%	32.56%
1990	68.02%	10.86%	13.93%	4.73%	1.26%	1.19%	31.98%
1991	68.37%	10.57%	13.81%	4.89%	1.12%	1.24%	31.62%
1992	68.21%	10.70%	14.05%	4.86%	1.00%	1.17%	31.79%
1993	67.71%	10.42%	14.59%	5.06%	0.93%	1.29%	32.29%

From 1992 to 1993, the percentage of minorities in the workforce increased slightly as a result of percentage increases in Hispanic, Asian, and Filipino employee representation; White, Black, and Native American employee percentage representation decreased.

Full-time Career Males in the City Workforce – Ten Year Records

The percentage of minority males increased for the second year in a row (0.20%). The total male representation decreased, re-establishing a downward trend which was interrupted last year. Hispanic, Asian, and Filipino male representation increased, while Black, White, and Native American male representation decreased.

PERCENTAGE MALES IN THE FULL-TIME CAREER WORKFORCE 1983 - 1993								
Year	White	Black	Hispanic	Asian	Native American	Filipino	Total Minority	Total Male
1983	54.39%	10.11%	11.71%	3.32%	1.03%	0.50%	26.66%	81.05%
1984	53.62%	9.47%	11.48%	3.33%	1.02%	0.49%	25.81%	79.42%
1985	52.34%	9.00%	12.00%	3.29%	0.99%	0.55%	25.82%	78.16%
1986	51.14%	9.09%	11.96%	3.28%	0.96%	0.61%	25.90%	77.04%
1987	50.06%	8.76%	11.55%	3.40%	1.03%	0.74%	25.48%	75.55%
1988	49.83%	8.43%	11.27%	3.24%	0.93%	0.72%	24.59%	74.42%
1989	49.68%	8.19%	11.04%	3.17%	0.96%	0.72%	24.11%	73.76%
1990	48.39%	7.85%	10.83%	3.27%	1.02%	0.73%	23.71%	72.10%
1991	47.99%	7.51%	10.34%	3.47%	0.86%	0.78%	22.96%	70.9
1992	47.75%	7.70%	10.56%	3.49%	0.83%	0.77%	23.35%	71.10%
1993	47.97%	7.46%	10.99%	3.56%	0.75%	0.84%	23.59%	71.07%

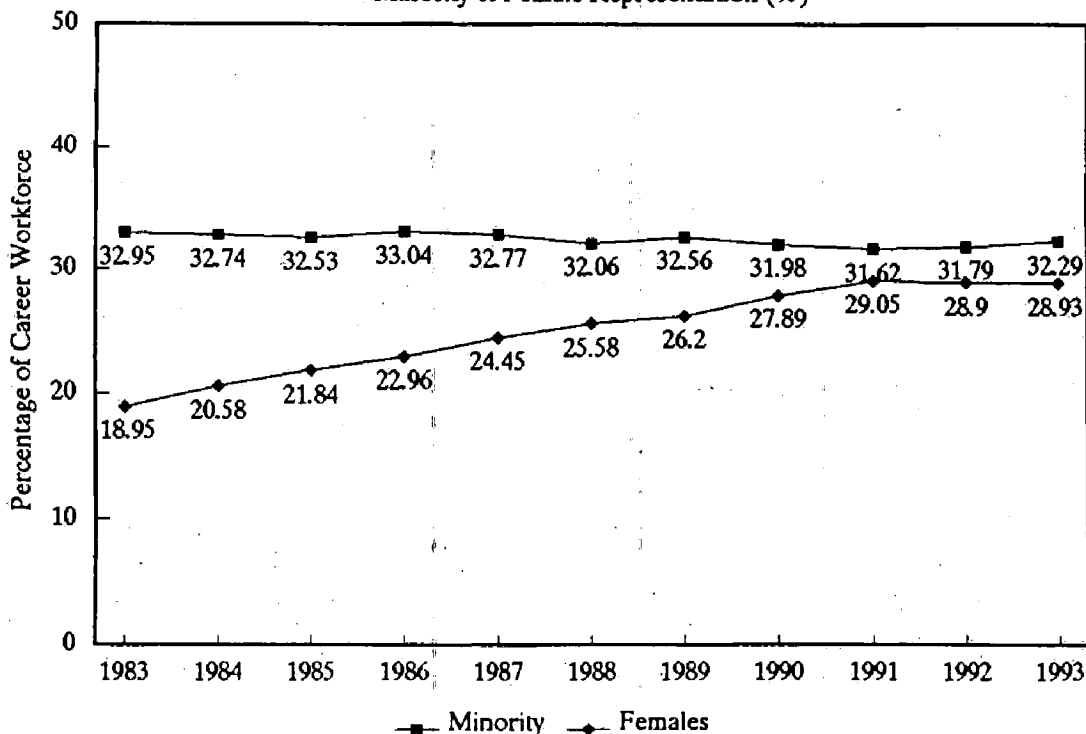
Full-time Career Females in the City Workforce – Ten Year Records

In 1993, the percentage of females in the City workforce increased slightly (0.03%) compared to 1992 levels. With the exception of White and Black females, there was an increase in the percentage of females in the workforce in each ethnic group in 1993. The overall representation of females still remains well below the City's goal of 50.32%.

PERCENTAGE OF FEMALES IN THE FULL-TIME CAREER WORKFORCE 1983 - 1993								
Year	White	Black	Hispanic	Asian	Native American	Filipino	Total Minority	Total Female
1983	12.66%	2.40%	2.44%	1.14%	0.04%	0.27%	6.29%	18.95%
1984	13.64%	2.61%	2.73%	1.25%	0.04%	0.30%	6.93%	20.58%
1985	14.89%	2.52%	2.71%	1.28%	0.11%	0.33%	6.95%	21.84%
1986	15.82%	2.49%	2.80%	1.26%	0.20%	0.38%	7.14%	22.96%
1987	17.17%	2.54%	3.08%	1.19%	0.19%	0.29%	7.28%	24.45%
1988	18.11%	2.77%	2.89%	1.24%	0.25%	0.31%	7.45%	25.58%
1989	18.75%	2.84%	2.81%	1.24%	0.21%	0.33%	7.45%	26.20%
1990	19.62%	3.00%	3.09%	1.46%	0.23%	0.46%	8.26%	27.89%
1991	20.38%	3.06%	3.47%	1.42%	0.26%	0.46%	8.66%	29.05%
	20.46%	3.00%	3.49%	1.37%	0.17%	0.45%	8.43%	28.90%
1993	20.25%	2.96%	3.59%	1.50%	0.18%	0.45%	8.69%	28.93%

1983 – 1993 History

Minority & Female Representation (%)



Minority representation increased in six of nine occupational categories. The Minority representation decreased in Professional, Service Maintenance, and Technician occupational categories. Female representation increased in seven of nine occupational categories. Female representation decreased in the Service Maintenance and Technician categories.

Although the overall representation of minority employees has not varied significantly the distribution within occupational categories has improved. In the past, the majority of minorities were concentrated within the Service Maintenance category.

NUMBER OF MINORITIES & FEMALES BY OCCUPATIONAL CATEGORY 1983 - 1993											
CATEGORY	1983	1984	1985	1986	1987	1988	1989	1990	1991	1992	1993
SUPERVISORY											
Minority	38	40	41	41	46	51	54	57	57	56	53
Female	27	26	27	26	27	46	47	51	51	54	54
Total	137	138	143	145	150	174	173	178	185	193	193
POLICE											
Minority	124	127	128	137	148	150	154	158	164	164	167
Female	16	20	33	38	47	49	49	57	61	61	68
Total	488	492	516	514	540	555	573	596	599	581	589
FIRE											
Minority	73	80	83	95	107	107	109	114	114	115	117
Female	7	9	12	15	22	24	26	29	32	33	34
Total	387	396	395	401	424	424	431	436	427	438	438
PROFESSIONAL											
Minority	19	16	23	32	34	34	38	47	48	52	49
Female	49	48	66	76	78	85	98	113	119	123	117
Total	105	110	143	167	173	197	219	247	261	271	257
SKILLED CRAFT											
Minority	23	23	24	31	32	31	36	37	37	37	39
Female	0	0	1	2	5	6	7	7	6	6	7
Total	107	102	101	119	127	133	143	145	151	146	140
SERVICE MAINTENANCE											
Minority	401	374	384	395	409	404	401	397	378	394	362
Female	37	40	50	56	68	65	68	72	87	82	76
Total	732	695	717	755	799	794	806	797	781	812	754

NUMBER OF MINORITIES & FEMALES BY OCCUPATIONAL CATEGORY FOR 1983 TO 1993 (continued)

TECHNICIANS

Minority	33	37	47	52	53	56	52	60	67	65	64
Female	35	36	44	52	73	84	88	94	99	101	97
Total	160	164	185	213	253	268	268	277	287	283	280

CLERICAL

Minority	124	136	136	146	151	157	157	171	175	171	169
Female	304	336	332	367	383	392	409	432	455	447	422
Total	349	379	381	420	437	439	455	479	506	504	472

EXEMPT

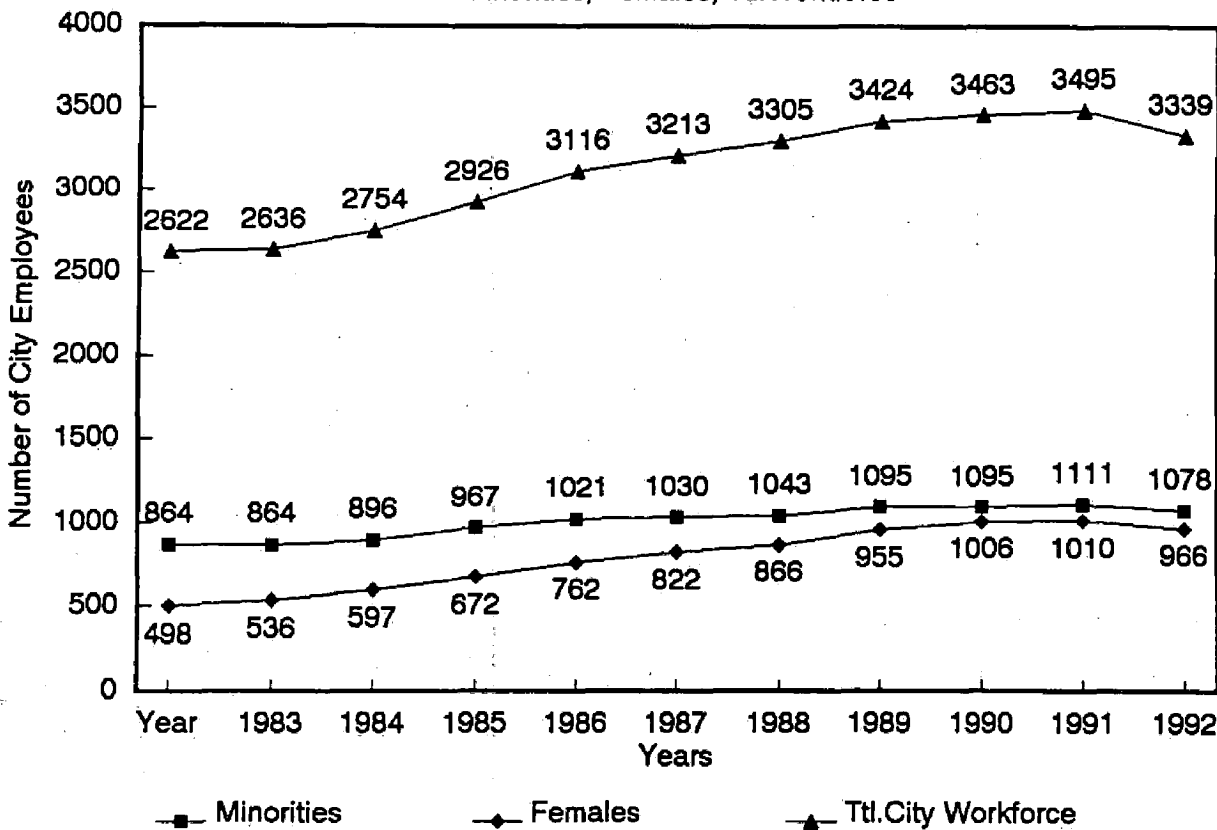
Minority	29	30	30	38	41	40	42	54	55	58	58
Female	23	21	32	40	59	71	74	100	96	103	95
Total	157	163	172	192	213	229	237	269	266	267	232

CITY TOTAL

Minority	864	864	896	967	1021	1030	1043	1095	1095	1111	1078
Female	498	536	597	672	762	822	866	955	1006	1010	966
Total	2622	2636	2754	2926	3116	3213	3305	3424	3463	3495	3339

1983 – 1993 City Workforce

Minorities, Females, Ttl. Workforce



PERCENTAGE OF MINORITIES & FEMALES BY OCCUPATIONAL CATEGORY 1983 - 1993

CATEGORY	1983	1984	1985	1986	1987	1988	1989	1990	1991	1992	1993
SUPERVISORY											
Minority	17.74	28.99	28.67	28.28	30.67	29.31	31.21	32.02	30.81	29.01	29.94
Female	19.71	18.84	18.88	17.93	18.00	26.44	27.17	28.64	27.57	27.90	28.25
POLICE											
Minority	24.41	25.81	24.81	26.65	27.41	27.03	26.88	26.51	27.38	28.06	28.35
Female	3.28	4.07	6.40	7.39	8.70	8.83	8.55	9.56	10.18	10.50	11.54
FIRE											
Minority	18.86	20.20	21.01	23.69	25.24	25.24	25.29	26.15	26.70	26.26	26.71
Female	1.81	2.27	3.04	3.74	5.19	5.66	6.03	6.55	7.49	7.53	7.76
PROFESSIONAL											
Minority	18.10	14.55	16.08	19.16	19.65	17.26	17.35	19.03	18.39	19.19	19.07
Female	46.67	43.64	46.15	45.51	45.09	43.15	44.75	45.75	45.59	45.39	45.52
SKILLED CRAFT											
Minority	21.50	22.55	23.76	26.05	25.20	23.31	25.17	25.52	24.50	25.34	27.86
Female	0.00	0.00	0.99	1.68	3.90	4.51	4.90	4.83	3.97	4.11	5.00
SERVICE MAINTENANCE											
Minority	54.78	53.81	53.56	52.32	51.19	50.88	49.75	49.81	48.40	48.52	48.01
Female	5.05	5.76	6.97	7.42	8.51	8.12	8.44	9.03	11.14	10.10	10.08

PERCENTAGE OF MINORITIES & FEMALES BY OCCUPATIONAL CATEGORY FOR 1983 TO 1993 (continued)

TECHNICIANS

Minority	20.63	22.56	25.41	24.41	20.95	20.90	19.40	21.66	23.35	22.97	22.86
Female	21.88	21.95	23.78	24.41	28.85	31.34	32.84	33.94	34.50	35.69	34.64

CLERICAL

Minority	35.53	35.88	35.70	34.76	34.55	35.76	34.51	35.70	34.59	33.93	35.80
Female	87.11	88.65	57.14	57.38	87.64	89.29	89.89	90.19	89.92	88.69	89.41

EXEMPT

Minority	18.47	18.40	17.44	49.79	19.25	17.47	17.72	20.07	20.68	21.72	25.00
Female	14.65	12.88	18.60	20.83	27.70	31.00	31.22	37.17	36.09	38.58	40.95

CITY TOTAL

Minority	32.95	32.74	32.53	33.04	32.77	32.06	31.56	31.98	31.62	31.79	32.29
Female	18.99	20.58	21.68	22.96	24.45	25.58	26.20	27.89	29.05	28.90	28.93

ANALYSIS OF DISCRIMINATION COMPLAINTS FILED IN 1993

The City of Sacramento has a formal procedure of investigating discrimination complaints which are filed internally against the City or its employees. The Discrimination Complaint Resolution, authorizes the Affirmative Action Officer to investigate discrimination complaints and to seek conciliation of these where there is sufficient evidence in support of the allegation that discriminatory employment practices have occurred. Matters which can not be settled are forwarded to the City Manager for final disposition.

The Affirmative Action Officer in conjunction with the City Attorney's Office, is also responsible for coordinating responses to discrimination complaints which are filed against the City with State, Federal and local compliance agencies.

In 1993, there were twenty (20) charges of discrimination formally filed with compliance agencies or through the internal complaint procedure. In comparison, twenty-four (24) in 1992, and ten (10) in 1991. Sixteen (16) were filed with external agencies, the remaining were internal filings. The majority of complaints, 30%, were based on allegations of sex discrimination. The following chart provides a breakdown on the basis for complaints filed in 1993.

Race = 15%
Age = 10%
Sex = 30%
Harassment = 15%
Retaliation = 5%
Disability = 5%
Medical Condition = 5%
ADA/Accommodation = 10%
Other: Retirement = 5%

SYNOPSIS OF DISCRIMINATION COMPLAINTS FILED IN 1991

1. INVESTIGATING AGENCY: Dept. Fair Employment & Housing
DEPARTMENT/DIVISION: General Services
OPENED: January 4, 1993
BASIS: Race
STATUS: Closed
2. INVESTIGATING AGENCY: Dept. Fair Employment & Housing
DEPARTMENT/DIVISION: Police
OPENED: January 25, 1993
BASIS: Age
STATUS: Pending
3. INVESTIGATING AGENCY: Equal Employment Opportunity Commission
DEPARTMENT/DIVISION: Fire
OPENED: March 30, 1993
BASIS: Medical Condition
STATUS: Pending
4. INVESTIGATING AGENCY: Dept. Fair Employment & Housing
DEPARTMENT/DIVISION: Fire
OPENED: March 30, 1993
BASIS: Sex
STATUS: Closed
5. INVESTIGATING AGENCY: Dept. Fair Employment & Housing/EEOC
DEPARTMENT/DIVISION: Utilities
OPENED: April 2, 1993
BASIS: Race
STATUS: Pending
6. INVESTIGATING AGENCY: Dept. Fair Employment & Housing
DEPARTMENT/DIVISION: Personnel
OPENED: April 7, 1993
BASIS: Harassment
STATUS: Pending

7. INVESTIGATING AGENCY: Dept. Fair Employment & Housing
DEPARTMENT/DIVISION: Planning & Development
OPENED: April 7, 1993
BASIS: Accommodation
STATUS: Pending
8. INVESTIGATING AGENCY: Dept. Fair Employment & Housing
DEPARTMENT/DIVISION: Planning & Development
OPENED: April 14, 1993
BASIS: Sex
STATUS: Pending
9. INVESTIGATING AGENCY: Dept. Fair Employment & Housing
DEPARTMENT/DIVISION: Data Management
OPENED: April 23, 1993
BASIS: Age
STATUS: Pending - right to sue letter issued
10. INVESTIGATING AGENCY: In-House
DEPARTMENT/DIVISION: Police
OPENED: May 7, 1993
BASIS: Sex
STATUS: Pending
11. INVESTIGATING AGENCY: Equal Employment Opportunity Commission
DEPARTMENT/DIVISION: Police
OPENED: May 11, 1993
BASIS: Sex
STATUS: Closed - right to sue letter issued
12. INVESTIGATING AGENCY: Equal Employment Opportunity Commission
DEPARTMENT/DIVISION: Police
OPENED: May 11, 1993
BASIS: Sex
STATUS: Closed - right to sue letter
13. INVESTIGATING AGENCY: Dept. Fair Employment & Housing
DEPARTMENT: Employee Relations
OPENED: May 18, 1993
BASIS: Other - Retirement
STATUS: Closed
14. INVESTIGATING AGENCY: In-House
DEPARTMENT: Public Works
OPENED: May 26, 1993
BASIS: Medical Condition
STATUS: Closed

15. INVESTIGATING AGENCY: Dept. Fair Employment & Housing
DEPARTMENT: Police
OPENED: June 14, 1993
BASIS: Harassment
STATUS: Closed - right to sue letter
16. INVESTIGATING AGENCY: In-House
DEPARTMENT: Fire
OPENED: July 17, 1993
BASIS: Sex
STATUS: Pending
17. INVESTIGATING AGENCY: Dept. Fair Employment & Housing
DEPARTMENT: Community/Visitor Services
OPENED: August 4, 1993
BASIS: Sex
STATUS: Closed - right to sue letter issued
18. INVESTIGATING AGENCY: In-House
DEPARTMENT: Utilities
OPENED: September 3, 1993
BASIS: Disability
STATUS: Pending
19. INVESTIGATING AGENCY: Dept. Fair Employment & Housing
DEPARTMENT: Finance
OPENED: October 8, 1993
BASIS: Race
STATUS: Closed - right to sue letter issued
20. INVESTIGATING AGENCY: Equal Employment Opportunity Commission
DEPARTMENT: Fire
OPENED: October 18, 1993
BASIS: ADA
STATUS: Pending
OPENED:

ADA COMPLIANCE EFFORTS

In July 1990, the Americans with Disability Act (ADA) was signed into law by President Bush. The scope of the ADA is enormous when one considers the number of Americans who have disabilities.

The City, as a recipient of federal assistance, has continually strived to eliminate barriers that may prevent persons with disabilities from enjoying employment or other benefits.

In an effort to comply with the provisions of the ADA and ensure that each City service, program and activity is operating so that each is readily accessible to and usable by persons with disabilities, the City has re-evaluated its facilities and developed a transition plan outlining changes required for program and service accessibility. Its policies, procedures, and practices have been re-evaluated, too. The overall success of this effort requires innovation, creativity, and the dedication of additional resources.

The City has already made progress in this area. A few examples of the City's effort to accommodate the needs of persons with disabilities include:

- 1) The Community & Visitor Service Department has accommodated a hearing impaired employee by supplying the employee a pager which buzzes. The employee uses the pager on field/operation work assignments in lieu of a hand held radio ("walkie-talkie") and,
- 2) Human Resources has provided testing accommodations for applicants/candidates with visual impairments, learning disabilities, and physical disabilities; and,
- 3) City Hall is being renovated to facilitate wheelchair accessibility.

Persons desiring further information on this issue may contact the Affirmative Action Office.

EMPLOYEE DISABILITY STATISTICS

DESCRIPTION	NUMBER	PERCENTAGE
No Disability	3317	99.34
Visual Impairment	4	0.12
Hearing Impairment	1	0.03
Speech Impairment	0	0.00
Neurological Disorder	2	0.06
Mental Disorder	2	0.06
Physical Impairment	3	0.09
Cancer	2	0.06
Heart Condition	1	0.03
Respiratory Impairment	1	0.03
Alcoholism	2	0.06
Drug Addition	0	0.00
Back Problems	2	0.06
Other	2	0.06
CITY TOTAL	3339	100.000

The employee disability data is based on information obtained through voluntary self-identification. This data is limited and may not accurately reflect the extent to which persons with disabilities are employed within the City. We are planning a much more thorough and comprehensive assessment of the City workforce to ascertain the extent to which persons with disabilities are employed.

EMPLOYMENT ACTIVITY

Employment activity was reviewed and analyzed to assess the impact of the City's Affirmative Action program and the current status of minorities and females in the City workforce. Three components were analyzed to review employment activity - New Hires, Promotions, & Persons Leaving Service. Additionally, a cursory review of non-career hiring and attrition employment activity was conducted.

NEW HIRES

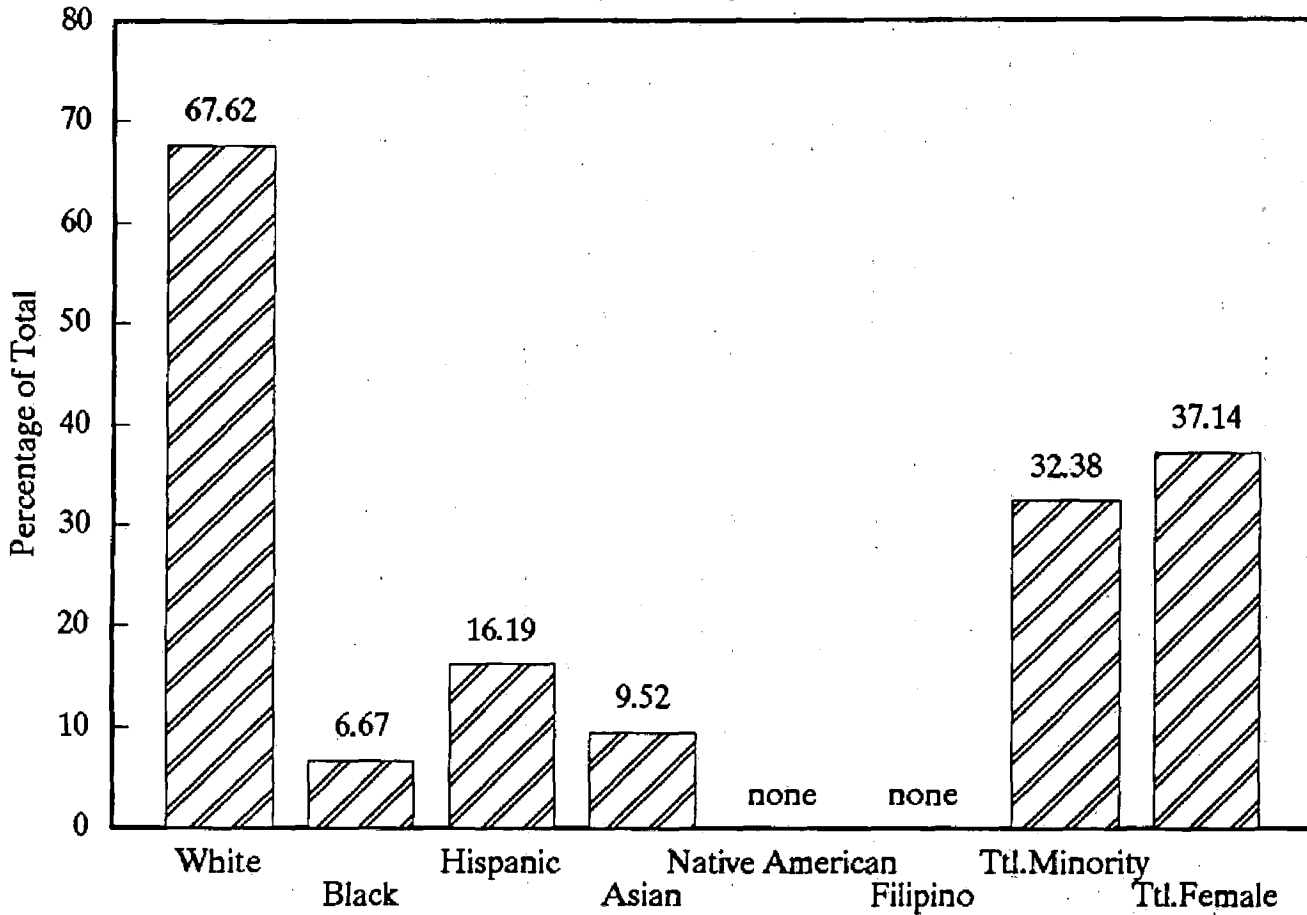
Career Employees

The percentage of minority career new hires increased by 0.75% over the previous year. The minority new hire rate (32.38%) was below their goal and slightly above the minority workforce representation (32.29%). With the exception of White and Hispanic males, all groups were below their goals. Although females were hired at a rate below their goal, their hire rate exceeded their workforce representation by 8.21%. No minority group met their City goal.

NEW HIRES 1993 CAREER EMPLOYEES						
ETHNICITY	MALE		FEMALE		TOTAL	
	#	%	#	%	#	%
White	44	41.90%	27	25.71%	71	67.62%
Black	4	3.81%	3	2.86%	7	6.67%
Hispanic	13	12.38%	4	3.81%	17	16.19%
Asian	5	4.76%	5	4.76%	10	9.52%
Native American	0	0%	0	0%	0	0%
Filipino	0	0%	0	0%	0	0%
TOTAL	66	62.86%	39	37.14%	105	100.00%
MINORITIES	22	20.95%	12	11.43%	34	32.38%

1993 Career New Hires

by Ethnicity & Gender



**NUMBER OF CAREER EMPLOYEES HIRED
BY GENDER/ETHNICITY & DEPARTMENT**

Dept.	WHITE		BLACK		HISPANIC		ASIAN		NATIVE AMERICAN		FILIPINO	
	M	F	M	F	M	F	M	F	M	F	M	F
Attorney	0	0	0	0	0	0	0	0	0	0	0	0
Clerk	0	0	0	0	0	0	0	0	0	0	0	0
Treasurer	0	0	0	0	0	0	1	0	0	0	0	0
Com.& Vstr. Svcs.	3	0	0	0	0	0	0	1	0	0	0	0
Info. & Cmncn. Svcs	0	0	0	0	0	1	0	0	0	0	0	0
Employee Relations	0	0	0	0	0	0	0	0	0	0	0	0
Finance	0	0	0	0	0	0	0	0	0	0	0	0
Fire	15	1	0	0	2	0	1	0	0	0	0	0
Human Resources	0	0	0	0	0	0	0	0	0	0	0	0
Library	0	1	0	0	0	0	0	0	0	0	0	0
Mayor/ Council	0	0	0	2	0	0	0	0	0	0	0	0
Planning & Dvlpmnt.	0	0	0	0	0	0	0	0	0	0	0	0
Police	18	22	3	2	5	1	2	4	0	0	0	0
Public Works	6	1	0	1	5	0	1	0	0	0	0	0
Utilities	2	0	0	0	0	0	0	0	0	0	0	0
City Manager	0	0	0	0	0	0	0	0	0	0	0	0
Nghbrhd Svcs.	0	2	1	0	1	0	0	0	0	0	0	0

**PERCENTAGE OF NEW CAREER EMPLOYEES HIRED
BY GENDER/ETHNICITY & DEPARTMENT**

Dept.	WHITE		BLACK		HISPANIC		ASIAN		NATIVE AMERICAN		FILIPINO	
	M	F	M	F	M	F	M	F	M	F	M	F
Attorney	0	0	0	0	0	0	0	0	0	0	0	0
Clerk	0	0	0	0	0	0	0	0	0	0	0	0
Treasurer	0	0	0	0	0	0	100.00	0	0	0	0	0
Com. & Vstr. Svcs.	75.00	0	0	0	0	0	0	25.00	0	0	0	0
Info. & Cmncn. Svcs.	0	0	0	0	0	100.00	0	0	0	0	0	0
Employee Relations	0	0	0	0	0	0	0	0	0	0	0	0
Finance	0	0	0	0	0	0	0	0	0	0	0	0
Fire	78.95	5.26	0	0	10.53	0	15.26	0	0	0	0	0
Human Resources	0	0	0	0	0	0	0	0	0	0	0	0
Library	0	100.00	0	0	0	0	0	0	0	0	0	0
Mayor/ Council	0	0	0	100.00	0	0	0	0	0	0	0	0
Planning & Dvlpmnt.	0	0	0	0	0	0	0	0	0	0	0	0
Police	31.58	38.60	5.26	3.51	8.77	1.75	3.51	7.02	0	0	0	0
Public Works	42.86	7.14	0	7.14	35.71	0	7.14	0	0	0	0	0
Utilities	100.00	0	0	0	0	0	0	0	0	0	0	0
City Manager	0	0	0	0	0	0	0	0	0	0	0	0
Nghbrhd Svcs.	0	50.00	25.00	0	25.00	0	0	0	0	0	0	0

Non-Career Employees

The percentage of minority non-career new hires (56.84%) exceeded their targeted goal. Typically, the hiring of non-career employees occurs on a seasonal, limited term, or on-call/relic basis.

NEW HIRES 1993 NON-CAREER EMPLOYEES						
ETHNICITY	MALE		FEMALE		TOTAL	
	#	%	#	%	#	%
White	201	22.53%	184	20.63%	385	43.16%
Black	178	19.96	97	10.87	275	31.82
Hispanic	92	10.31%	50	5.61%	142	15.91%
Asian	41	4.60%	29	3.25%	70	7.84%
Native American	7	0.78%	4	0.45%	11	1.23%
Filipino	4	0.45%	5	0.56%	9	1.00%
TOTAL	523	58.63%	369	41.37%	892	100.00%
MINORITIES	322	36.10%	185	20.74%	507	56.84%

**NUMBER OF NON-CAREER EMPLOYEES HIRED
BY GENDER/ETHNICITY & DEPARTMENT**

Dept.	WHITE		BLACK		HISPANIC		ASIAN		NATIVE AMERICAN		FILIPINO	
	M	F	M	F	M	F	M	F	M	F	M	F
Attorney	0	4	0	0	0	0	0	0	0	0	0	0
Clerk	0	0	0	0	0	0	0	0	0	0	0	0
Treasurer	0	0	0	0	0	0	0	0	0	0	0	0
Com. & Vstr. Svcs.	21	15	10	7	12	5	3	0	1	0	1	0
Info. & Cmncn. Svcs.	2	1	1	0	0	0	0	0	0	0	0	0
Employee Relations	0	0	0	0	0	0	0	0	0	0	0	0
Finance	0	0	0	0	0	0	0	0	0	0	0	0
Fire	1	1	0	0	0	0	0	0	0	0	0	0
Human Resources	0	4	0	0	0	1	0	0	0	0	0	0
Library	1	2	0	0	0	0	0	0	0	0	0	0
Mayor/ Council	0	1	0	0	0	1	0	0	0	0	0	0
Planning & Dvlpmnt.	0	0	0	0	0	0	0	1	0	0	0	0
Police	1	10	1	0	2	2	3	1	0	0	0	0
Public Works	16	9	22	3	6	3	1	0	1	0	1	0
Utilities	0	2	0	0	0	0	0	0	0	0	0	0
City Manager	0	0	0	0	0	0	0	0	0	0	0	0
Nghbrhd. Svcs.	159	135	144	87	72	38	34	27	5	4	2	7

**PERCENTAGE OF NON-CAREER EMPLOYEES HIRED
BY GENDER/ETHNICITY & DEPARTMENT**

Department	WHITE		BLACK		HISPANIC		ASIAN		NATIVE AMERICAN		FILIPINO	
	M	F	M	F	M	F	M	F	M	F	M	F
Attorney	0	100.00	0	0	0	0	0	0	0	0	0	0
Clerk	0	0	0	0	0	0	0	0	0	0	0	0
Treasure	0	0	0	0	0	0	0	0	0	0	0	0
Com. & Vstr. Svcs.	28.00	20.00	13.33	9.33	16.00	6.67	4.00	0	1.33	0	1.33	0
Info. & Cmncn. Svcs.	50.00	25.00	25.00	0	0	0	0	0	0	0	0	0
Employee Relations	0	0	0	0	0	0	0	0	0	0	0	0
Finance	0	0	0	0	0	0	0	0	0	0	0	0
Fire	50.00	50.00	0	0	0	0	0	0	0	0	0	0
Human Resources	0	80.00	0	0	0	20.00	0	0	0	0	0	0
Library	33.33	66.67	0	0	0	0	0	0	0	0	0	0
Mayor/ Council	0	50.00	0	0	0	50.00	0	0	0	0	0	0
Planning & Dvlpmnt.	0	0	0	0	0	0	0	100.00	0	0	0	0
Police	5.00	50.00	5.00	0	10.00	10.00	15.00	5.00	0	0	0	0
Public Works	25.81	14.52	35.48	4.84	9.68	4.84	1.61	0	1.61	0	1.61	0
Utilities	0	100.00	0	0	0	0	0	0	0	0	0	0
City Manager	0	0	0	0	0	0	0	0	0	0	0	0
Nghbrhd. Svcs.	22.33	18.96	20.00	12.22	10.11	5.34	4.78	3.79	0.70	0.56	0.28	0.98

PROMOTIONS

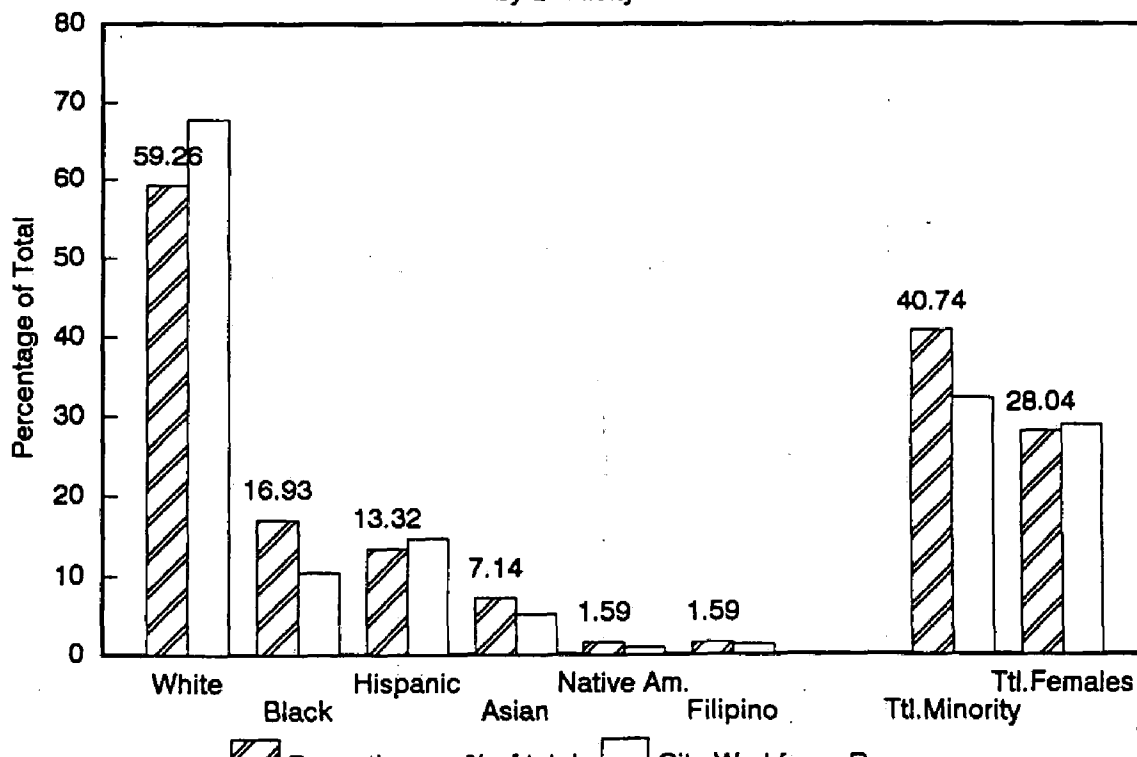
Career Employees

Overall, the minority promotion rate exceeds their workforce representation. The female promotion rate is slightly below their workforce representation. The promotion rate for Blacks, Asians, and Native Americans exceed their workforce representation.

1993 PROMOTIONS OF CAREER EMPLOYEES						
ETHNICITY	MALE		FEMALE		TOTAL	
	#	%	#	%	#	%
White	78	41.25%	34	17.99%	112	59.26%
Black	26	13.76%	6	3.17%	32	16.93%
Hispanic	19	10.05%	6	3.17%	25	13.32%
Asian	10	5.29%	4	2.12%	14	7.14%
Native American	1	0.53%	2	1.06%	3	1.59%
Filipino	2	1.06%	1	0.53%	3	1.59%
TOTAL	136	71.96%	53	28.04%	189	100.00%
MINORITIES	58	30.69%	19	10.05%	77	40.74%

1993 Promotions – Career Employees

by Ethnicity & Gender



**NUMBER OF PROMOTED CAREER EMPLOYEES
BY GENDER/ETHNICITY & DEPARTMENT**

Department	WHITE		BLACK		HISPANIC		ASIAN		NATIVE AMERICAN		FILIPINO	
	M	F	M	F	M	F	M	F	M	F	M	F
Attorney	0	0	0	0	0	0	0	0	0	0	0	0
Clerk	0	0	0	0	0	0	0	0	0	0	0	0
Treasurer	0	2	0	0	0	0	0	0	0	0	0	0
Com. & Vstr. Svcs.	1	0	0	1	0	0	0	0	0	0	0	0
Info. & Cmctn. Svcs.	2	0	1	0	0	1	0	0	0	0	0	0
Employee Relations	0	0	0	0	0	0	0	0	0	0	0	0
Finance	0	0	0	2	0	0	0	1	0	0	0	0
Fire	35	5	2	0	4	0	2	0	1	1	0	0
Human Resources	0	0	0	0	0	0	0	0	0	0	0	0
Library	0	0	0	0	0	0	0	0	0	0	0	0
Mayor/ Council	0	0	0	0	0	1	0	0	0	0	0	0
Planning & Development	0	0	0	0	0	0	0	0	0	0	0	0
Police	20	19	6	2	3	3	5	3	0	0	1	0
Public Works	11	3	11	1	9	0	1	0	1	1	0	0
Utilities	6	2	1	0	3	0	2	0	0	1	0	0
City Manager	1	0	0	0	0	0	0	0	0	0	0	0
Neighborhood Svcs.	2	3	5	0	0	1	0	0	0	0	0	0

**PERCENTAGE PROMOTED CAREER EMPLOYEES
BY GENDER/ETHNICITY & DEPARTMENT**

Department	WHITE		BLACK		HISPANIC		ASIAN		NATIVE AMERICAN		FILIPINO	
	M	F	M	F	M	F	M	F	M	F	M	F
Attorney	0	0	0	0	0	0	0	0	0	0	0	0
Clerk	0	0	0	0	0	0	0	0	0	0	0	0
Treasurer	0	100.0	0	0	0	0	0	0	0	0	0	0
Com.& Vstr.Srvcs	50.0	0	0	50.0	0	0	0	0	0	0	0	0
Info.& Cmctn.Srvcs.	50.0	0	25.0	0	0	25.0	0	0	0	0	0	0
Employee Relations	0	0	0	0	0	0	0	0	0	0	0	0
Finance	0	0	0	66.67	0	0	0	33.33	0	0	0	0
Fire	70.0	10.0	4.0	0	8.0	0	4.0	0	2.0	2.0	0	0
Human Resource	0	0	0	0	0	0	0	0	0	0	0	0
Library	0	0	0	0	0	0	0	0	0	0	0	0
Mayor/ Council	0	0	0	0	0	100.0	0	0	0	0	0	0
Planning & Dvlpmnt	0	0	0	0	0	0	0	0	0	0	0	0
Police	32.26	30.66	9.68	3.23	4.84	4.84	8.06	4.84	0	0	1.61	0
Public Works	28.95	7.89	28.95	2.63	23.68	0	2.63	0	2.63	2.63	0	0
Utilities	40.0	13.33	6.67	0	20.0	0	13.33	0	0	6.67	0	0
City Manager	100.0	0	0	0	0	0	0	0	0	0	0	0
Nghbrhd Srvcs.	18.18	27.27	45.45	0	0	9.09	0	0	0	0	0	0

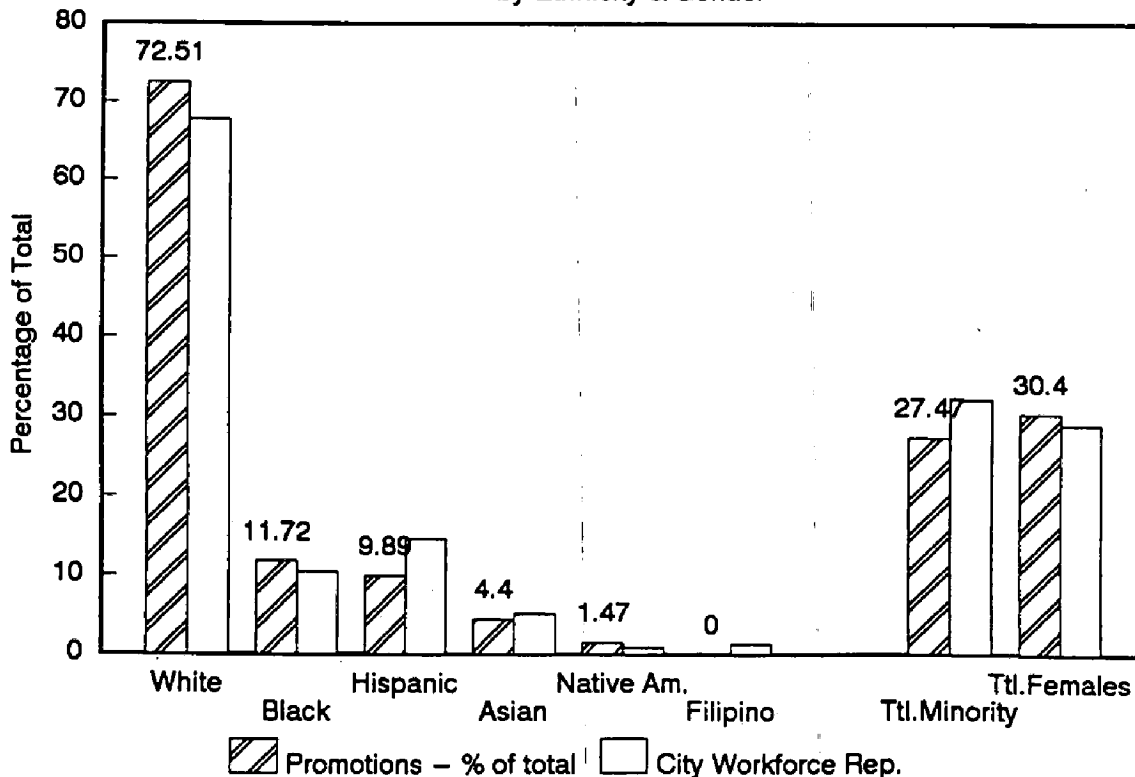
CAREER EMPLOYEES LEAVING SERVICE

Overall, the attrition rate for minorities was below their workforce representation. The female attrition rate exceeded their workforce representation. The attrition rates for White, Black, and American employees exceeded their workforce representation. Hispanic, Asian, and Filipino attrition rates were below their workforce representation.

CAREER EMPLOYEES LEAVING SERVICE IN 1993						
ETHNICITY	MALE		FEMALE		TOTAL	
	#	%	#	%	#	%
White	134	49.08%	64	23.44%	198	72.53%
Black	26	9.52%	6	2.20%	32	11.72%
Hispanic	19	6.96%	8	2.93%	27	9.89%
Asian	7	2.56%	5	1.83%	12	4.40%
Native American	4	4.47%	0	0	4	1.47%
Filipino	0	0	0	0	0	0
TOTAL	190	69.60%	83	30.40%	273	100.00%
MINORITIES	56	20.51%	19	6.96%	75	27.47%

1993 Career Employees Leaving Service

by Ethnicity & Gender



**NUMBER OF CAREER EMPLOYEES LEAVING SERVICE
BY GENDER/ETHNICITY & DEPARTMENT**

Department	WHITE		BLACK		HISPANIC		ASIAN		NATIVE AMERICAN		FILIPINO	
	M	F	M	F	M	F	M	F	M	F	M	F
Attorney	0	1	0	0	0	0	0	0	0	0	0	0
Clerk	0	0	0	0	0	0	0	0	0	0	0	0
Treasurer	1	0	1	0	0	0	0	0	0	0	0	0
Com. & Vstr. Svcs.	9	5	0	1	3	1	0	0	0	0	0	0
Info. & Cmctn. Svcs.	2	0	0	0	0	0	1	0	0	0	0	0
Employee Relations	0	0	0	0	0	0	0	0	0	0	0	0
Finance	1	2	1	0	1	0	0	0	0	0	0	0
Fire	26	1	1	0	0	0	0	0	0	0	0	0
Human Resources	1	2	0	0	0	1	0	0	0	0	0	0
Library	1	5	0	0	0	1	1	1	0	0	0	0
Mayor/ Council	0	1	0	0	0	0	0	1	0	0	0	0
Planning & Dvlpmnt.	4	2	0	0	0	1	1	0	1	0	0	0
Police	31	22	3	2	3	2	0	2	1	0	0	0
Public Works	27	10	14	0	6	1	2	0	1	0	0	0
Utilities	17	6	0	0	2	0	1	0	1	0	0	0
City Manager	3	1	0	0	0	0	0	0	0	0	0	0
Nbrhd. Svcs.	11	6	6	3	4	1	1	1	0	0	0	0

**PERCENTAGE OF CAREER EMPLOYEES LEAVING SERVICE
BY GENDER/ETHNICITY & DEPARTMENT**

Department	WHITE		BLACK		HISPANIC		ASIAN		NATIVE AMERICAN		FILIPINO	
	M	F	M	F	M	F	M	F	M	F	M	F
Attorney	0	100.00	0	0	0	0	0	0	0	0	0	0
Clerk	0	0	0	0	0	0	0	0	0	0	0	0
Treasurer	50.00	0	50.00	0	0	0	0	0	0	0	0	0
Com. & Vstr. Svcs.	47.37	26.32	0	5.26	15.79	5.26	0	0	0	0	0	0
Info. & Cmpnctn. Svcs.	66.67	0	0	0	0	0	33.33	0	0	0	0	0
Employee Relations	0	0	0	0	0	0	0	0	0	0	0	0
Finance	20.00	40.00	20.00	0	20.0	0	0	0	0	0	0	0
Fire	92.86	3.57	3.57	0	0	0	0	0	0	0	0	0
Human Resources	25.0	50.00	0	0	0	25.00	0	0	0	0	0	0
Library	11.11	55.56	0	0	0	11.11	11.11	11.11	0	0	0	0
Mayor/ Council	0	50.00	0	0	0	0	0	50.00	0	0	0	0
Planning & Dvlpmnt.	44.44	22.22	0	0	0	11.11	11.11	0	11.11	0	0	0
Police	46.97	33.33	4.55	3.03	4.55	3.03	0	3.03	1.52	0	0	0
Public Works	44.26	16.39	22.95	0	9.84	1.64	3.28	0	1.64	0	0	0
Utilities	62.96	22.22	0	0	7.41	0	3.70	0	3.70	0	0	0
City Manager	75.0	25.00	0	0	0	0	0	0	0	0	0	0
Nbrhd. Svcs.	33.33	18.18	18.18	9.09	12.12	3.03	3.03	3.03	0	0	0	0

Non-Career Attrition Rate

To assess the effect of the City's Affirmative Action Plan on non-career minority and female employees, the attrition rate was compared to the hire rate. The minority attrition rate for non-career employees was below their hiring rate. The female attrition rate was greater than their hire rate. It should be noted that non-career employment patterns (hiring and attrition) are based on seasonal, on-call/relief, and limited term employment activities and departmental needs.

PERSONS LEAVING SERVICE 1993 (NON-CAREER EMPLOYEES)						
ETHNICITY	MALE		FEMALE		TOTAL	
	#	%	#	%	#	%
White	220	25.56%	205	23.54%	425	48.79%
Black	144	16.53%	79	9.07%	223	25.06%
Hispanic	90	10.33%	42	4.82%	132	15.15%
Asian	42	4.82%	27	3.10%	69	7.92%
Native American	6	0.69%	5	0.57%	11	1.26%
Filipino	4	0.46%	7	0.80%	11	1.26%
TOTAL	506	58.09%	365	41.91%	871	100.00%
MINORITIES	286	32.83%	160	18.37%	446	51.20%

**NUMBER OF NON-CAREER EMPLOYEES LEAVING CITY SERVICE
BY GENDER/ETHNICITY & DEPARTMENT**

Department	WHITE		BLACK		HISPANIC		ASIAN		NATIVE AMERICAN		FILIPINO	
	M	F	M	F	M	F	M	F	M	F	M	F
Attorney	0	4	0	0	0	0	0	0	0	0	0	0
Clerk	0	0	0	0	0	0	0	0	0	0	0	0
Treasurer	0	0	0	0	0	0	0	0	0	0	0	0
Com. & Vstr. Svcs.	23	22	8	4	12	6	5	0	2	0	0	1
Info. & Cmctn. Svcs.	1	1	1	0	0	0	0	0	0	0	0	0
Employee Relations	0	0	0	0	0	0	0	0	0	0	0	0
Finance	0	0	0	0	0	0	0	0	0	0	0	0
Fire	1	1	0	0	0	0	0	0	0	0	0	0
Human Resources	0	5	0	1	0	1	0	0	0	0	0	1
Library	1	3	0	2	0	0	0	0	0	0	0	0
Mayor/ Council	0	0	0	0	0	0	0	0	0	0	0	0
Planning & Dvlpmnt.	0	0	0	0	0	0	0	0	0	0	0	0
Police	40	20	11	6	4	3	6	1	0	1	0	0
Public Works	11	6	9	0	7	0	0	0	0	0	0	0
Utilities	0	0	0	0	0	0	0	0	0	0	0	0
City Manager	0	0	0	0	0	0	0	0	0	0	0	0
Nbrhd. Svcs.	143	142	115	66	67	32	31	26	4	4	3	5

**PERCENTAGE OF NON-CAREER EMPLOYEES LEAVING CITY SERVICE
BY GENDER/ETHNICITY & DEPARTMENT**

Department	WHITE		BLACK		HISPANIC		ASIAN		NAT. AM.		FIL	
	M	F	M	F	M	F	M	F	M	F	M	F
Attorney	0	100.0	0	0	0	0	0	0	0	0	0	0
Clerk	0	0	0	0	0	0	0	0	0	0	0	0
Treasurer	0	0	0	0	0	0	0	0	0	0	0	0
Com. & Vstr. Svcs.	27.71	26.51	9.64	4.82	14.46	7.23	6.02	0	2.41	0	0	1.20
Info. & Cmncn. Svcs.	33.33	33.33	33.33	0	0	0	0	0	0	0	0	0
Employee Relations	0	0	0	0	0	0	0	0	0	0	0	0
Finance	0	0	0	0	0	0	0	0	0	0	0	0
Fire	50.00	50.00	0	0	0	0	0	0	0	0	0	0
Human Resources	0	62.50	0	12.50	0	12.50	0	0	0	0	0	12.50
Library	16.67	50.0	0	33.33	0	0	0	0	0	0	0	0
Mayor/ Council	0	0	0	0	0	0	0	0	0	0	0	0
Planning & Dvlpmnt.	0	0	0	0	0	0	0	0	0	0	0	0
Police	43.48	21.74	11.96	6.52	4.35	3.26	6.52	1.09	0	1.09	0	0
Public Works	32.35	17.65	26.47	0	20.59	0	0	0	0	0	0	0
Utilities	0	0	0	0	0	0	0	0	0	0	0	0
City Manager	0	0	0	0	0	0	0	0	0	0	0	0
Nbrhd Svcs.	22.41	22.26	18.03	10.34	10.50	5.02	4.86	4.08	0.63	0.63	0.47	0.78

ANALYSIS OF DISCIPLINARY ACTIONS

A total of two hundred six (206) disciplinary actions were taken against City employees during 1993. Discipline was administered in twelve departments and took sixteen (16) forms.

FORMS OF DISCIPLINE TAKEN	
CODE	ACTION
1	Written reprimand
2	Demotion
3	Rejection during probation
4	Annual salary increase withheld
5	Termination
6	Suspension - 1 day
7	Suspension - 2 days
8	Suspension - 3 days
9	Suspension - 4 days
10	Suspension - 5 days
11	Suspension - 10 days
12	Suspension - 15 days
13	Suspension - 20 days
21	Reduction in salary
23	Released in good standing
26	Suspension - 43 days

CHART 1

Summary of disciplinary actions by type, number and percentage. Terminations were the most common form of discipline. A total of fifty two (52) or 25.24% of actions taken were in this area. Written reprimands were the second most common form of discipline issued.

CHART 1		
CODE	COUNT	PERCENTAGE
1	38	18.45%
2	1	0.49%
3	23	11.17%
4	4	1.94%
5	52	25.24%
6	15	7.28%
7	6	2.91%
8	8	3.88%
9	2	0.97
10	17	8.25%
11	11	5.34%
12	3	1.46%
13	9	4.37%
21	7	3.40%
23	9	4.37%
26	1	0.49%

CHART 2 (A-D) - ETHNICITY/TYPE

The White ethnic group received the highest total percentage of disciplinary actions, 46.39%, followed by Blacks 32.04%, Hispanics 17.48%, Asian 2.91%, Native American 3.40%, and Filipino 0.49%.

In comparing the percentage of all discipline received versus the workforce representation, the rate for Blacks, Hispanics, and Native Americans was greater than their percentage workforce representation. The differential was greatest for Blacks, 21.62%.

**CHART 2A - NUMERICAL SUMMARY
BY ETHNICITY OF DISCIPLINARY ACTIONS TAKEN**

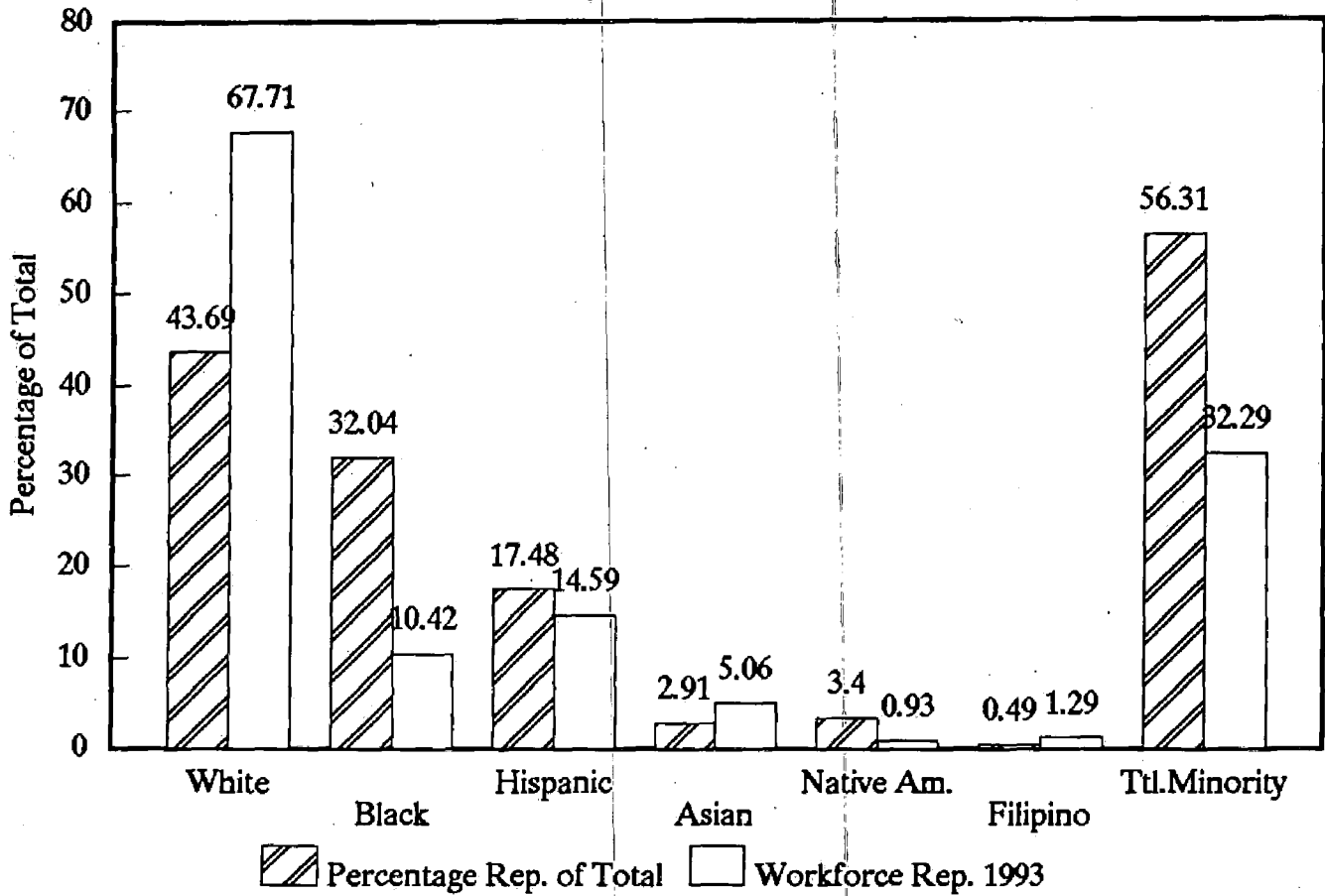
CODE	WHITE	BLACK	HISPANIC	ASIAN	NATIVE AMERICAN	FILIPINO	TOTAL
1	24	5	7	1	1	0	38.00
2	0	0	1	0	0	0	1.00
3	13	4	5	0	1	0	23.00
4	2	2	0	0	0	0	4.00
5	17	23	8	3	1	0	52.00
6	2	9	3	1	0	0	15.00
7	4	2	0	0	0	0	6.00
8	1	4	2	0	1	0	8.00
9	0	1	1	0	0	0	2.00
10	6	7	1	1	2	0	17.00
11	6	3	1	0	0	1	11.00
12	2	0	1	0	0	0	3.00
13	4	2	3	0	0	0	9.00
21	3	2	2	0	0	0	7.00
23	6	1	1	0	1	0	9.00
26	0	1	0	0	0	0	1.00
TOTAL	90.00	66.00	36.00	6.00	7.00	1.00	206.00

**CHART 2B - PERCENTAGE SUMMARY
BY ETHNICITY OF DISCIPLINARY ACTIONS TAKEN**

CODE	WHITE	BLACK	HISPANIC	ASIAN	NATIVE AMERICAN	FILIPINO	TOTAL
1	11.65	2.43	3.40	0.49	0.49	0.00	18.45
2	0.00	0.00	0.49	0.00	0.00	0.00	0.49
3	6.31	1.94	2.43	0.00	0.49	0.00	11.17
4	0.97	0.97	0.00	0.00	0.00	0.00	1.94
5	8.25	11.17	3.88	1.46	0.49	0.00	25.24
6	0.97	4.37	1.46	0.49	0.00	0.00	7.28
7	1.94	0.97	0.00	0.00	0.00	0.00	2.91
8	0.49	1.94	0.97	0.00	0.49	0.00	3.88
9	0.00	0.49	0.49	0.00	0.00	0.00	0.97
10	2.91	3.40	0.49	0.49	0.97	0.00	8.25
11	2.91	1.46	0.49	0.00	0.00	0.49	5.34
12	0.97	0.00	0.49	0.00	0.00	0.00	1.46
13	1.94	0.97	1.46	0.00	0.00	0.00	4.37
21	1.46	0.97	0.97	0.00	0.00	0.00	3.40
23	2.91	0.49	0.49	0.00	0.49	0.00	4.37
26	0.00	0.49	0.00	0.00	0.00	0.00	0.49
TOTAL	43.69	32.04	17.48	2.91	3.40	0.49	100.00

1993 Discipline

By Ethnicity - Total %



**CHART 2C - PERCENTAGE SUMMARY BY ETHNICITY FOR
EACH INDIVIDUAL DISCIPLINE CODE
(summed by row)**

CODE	WHITE	BLACK	HISPANIC	ASIAN	NATIVE AMERICAN	FILIPINO	TOTAL
1	63.16	13.16	18.42	2.63	2.63	0.00	100.00
2	0.00	0.00	100.00	0.00	0.00	0.00	100.00
3	56.52	17.39	21.74	0.00	4.35	0.00	100.00
4	50.00	50.00	0.00	0.00	0.00	0.00	100.00
5	32.69	44.23	15.38	5.77	1.92	0.00	100.00
6	13.33	60.00	20.00	6.67	0.00	0.00	100.00
7	66.67	33.33	0.00	0.00	0.00	0.00	100.00
8	12.50	50.00	25.00	0.00	12.50	0.00	100.00
9	0.00	50.00	50.00	0.00	0.00	0.00	100.00
10	35.29	41.18	5.88	5.88	11.76	0.00	100.00
11	54.55	27.27	9.09	0.00	0.00	9.09	100.00
12	66.67	0.00	33.33	0.00	0.00	0.00	100.00
13	44.44	22.22	33.33	0.00	0.00	0.00	100.00
21	42.86	28.57	28.57	0.00	0.00	0.00	100.00
23	66.67	11.11	11.11	0.00	11.11	0.00	100.00
26	0.00	100.00	0.00	0.00	0.00	0.00	100.00
TOTAL	43.69	32.04	17.48	2.91	3.40	0.49	100.00

**CHART 2D - PERCENTAGE SUMMARY BY DISCIPLINE CODE FOR EACH
INDIVIDUAL ETHNIC GROUP
(summed by column)**

CODE	WHITE	BLACK	HISPANIC	ASIAN	NATIVE AMERICAN	FILIPINO
1	26.67	7.58	19.44	16.67	14.29	0.00
2	0.00	0.00	2.78	0.00	0.00	0.00
3	14.44	6.06	13.89	0.00	14.29	0.00
4	2.22	3.03	0.00	0.00	0.00	0.00
5	18.89	34.85	22.22	50.00	14.29	0.00
6	2.22	13.64	8.33	16.67	0.00	0.00
7	4.44	3.03	0.00	0.00	0.00	0.00
8	1.11	6.06	5.56	0.00	14.29	0.00
9	0.00	1.52	2.78	0.00	0.00	0.00
10	6.67	10.61	2.78	16.67	28.57	0.00
11	6.67	4.55	2.78	0.00	0.00	100.00
12	2.22	0.00	2.78	0.00	0.00	0.00
13	4.44	3.03	8.33	0.00	0.00	0.00
21	3.33	3.03	5.56	0.00	0.00	0.00
23	6.67	1.52	2.78	0.00	14.29	0.00
26	0.00	1.52	0.00	0.00	0.00	0.00
TOTAL	100.00	100.00	100.00	100.00	100.00	100.00

CHART 3 (A-D) – DEPARTMENT/TYPE

The following tables depict disciplinary action by department and type. The majority of disciplinary actions occurred in the Public Works department (37.86%) followed by Police (25.73%). Termination was the most used form of discipline in Public Works. Written reprimands were the most used form in the Police department.

Departments Taking Disciplinary Actions

Community & Visitor Services	=	CVS
Finance	=	FIN
General Services	=	GS
Human Resources Division	=	HRD
Information & Communication Services	=	ICS
Neighborhood Services	=	NS
Planning & Development	=	P/D
Public Works	=	PUB
Fire	=	SFD
Police	=	SPD
Utilities	=	UTL

**CHART 3A - NUMERICAL SUMMARY OF DISCIPLINARY ACTIONS
BY DEPARTMENT AND TYPE**

Code	CVS	FIN	GS	HRD	ICS	LIB	NS	P/D	PW	SFD	SPD	UTL
1	1	0	3	0	0	1	4	1	9	3	15	1
2	0	0	0	0	0	0	1	0	0	0	0	0
3	1	0	1	0	0	0	0	0	7	1	13	0
4	0	0	0	0	0	0	0	0	3	0	1	0
5	4	0	1	1	01	1	20	1	17	1	4	1
6	0	0	1	0	0	0	1	0	9	1	3	0
7	0	0	0	0	0	0	0	0	3	0	1	2
8	0	1	0	0	0	0	2	0	5	0	0	0
9	0	0	0	0	0	0	0	0	0	1	1	0
10	1	0	1	0	0	1	0	0	10	0	3	1
11	1	0	1	0	0	1	0	0	6	0	1	1
12	0	1	1	0	1	0	0	0	0	0	0	0
13	1	0	0	0	0	0	0	0	8	0	0	0
21	0	0	0	0	0	0	0	0	0	2	5	0
23	1	0	0	0	0	0	0	0	1	2	5	0
26	0	0	0	0	0	0	0	0	0	0	1	0
TOTAL	10	2	9	1	2	4	28	2	78	11	53	6

**CHART 3B - PERCENTAGE OF TOTAL DISCIPLINE ACTIONS
BY DEPARTMENT AND TYPE**
(data represents percentage of total disciplinary actions City-wide)

Code	CVS	FIN	GS	HRD	ICS	LIB	NS	P/D	PW	SFD	SPD	UTL
1	0.49	0	1.46	0	0	0.49	1.94	0.49	4.37	1.46	7.28	0.49
2	0	0	0	0	0	0	0.49	0	0	0	0	0
3	0.49	0	0.49	0	0	0	0	0	3.40	0.49	6.31	0
4	0	0	0	0	0	0	0	0	1.46	0	0.49	0
5	1.94	0	0.49	0.49	0.49	0.49	9.71	0.49	8.25	0.49	1.94	0.49
6	0	0	0.49	0	0	0	0.49	0	4.37	0.49	1.46	0
7	0	0	0	0	0	0	0	0	1.46	0	0.49	0.97
8	0	0.49	0	0	0	0	0.97	0	2.43	0	0	0
9	0	0	0	0	0	0	0	0	0	0.49	0.49	0
10	0.49	0	0.49	0	0	0.49	0	0	4.85	0	1.46	0.49
11	0.49	0	0.49	0	0	0.49	0	0	2.91	0	0.49	0.49
12	0	0.49	0.49	0	0.49	0	0	0	0	0	0	0
13	0.49	0	0	0	0	0	0	0	3.88	0	0	0
21	0	0	0	0	0	0	0	0	0	0.97	2.43	0
23	0.49	0	0	0	0	0	0	0	0.49	0.97	2.43	0
26	0	0	0	0	0	0	0	0	0	0	0.49	0
Total	4.85	0.97	4.37	0.49	0.97	1.94	13.59	0.97	37.86	5.34	25.73	2.91

**CHART 3C- PERCENTAGE DISCIPLINARY ACTIONS
BY DEPARTMENTS AND TYPE**
(sum of row = 100%)

Code	CVS	FIN	GS	HR	ICS	LIB	NS	P/D	PW	SFD	SPD	UTL
1	2.63	0	7.89	0	0	2.63	10.53	2.63	23.68	7.89	39.47	2.63
2	0	0	0	0	0	0	100.00	0	0	0	0	0
3	4.35	0	4.35	0	0	0	0	0	30.43	4.35	56.52	0
4	0	0	0	0	0	0	0	0	75.00	0	25.00	0
5	7.69	0	1.92	1.92	1.92	1.92	38.46	1.92	32.69	1.92	7.69	1.92
6	0	0	6.67	0	0	0	6.67	0	60.00	6.67	20.00	0
7	0	0	0	0	0	0	0	0	50.00	0	16.67	33.33
8	0	12.50	0	0	0	0	25.00	0	62.50	0	0	0
9	0	0	0	0	0	0	0	0	0	50.00	50.00	0
10	5.88	0	5.88	0	0	5.88	0	0	58.82	0	17.65	5.88
11	8.33	8.33	8.33	0	0	8.33	0	0	50.00	0	8.33	
12	0	50.00	0	0	50.00	0	0	0	0	0	0	0
13	11.11	0	0	0	0	0	0	0	88.89	0	0	0
21	0	0	0	0	0	0	0	0	0	28.57	71.43	0
23	11.11	0	0	0	0	0	0	0	11.11	22.22	55.56	0
26	0	0	0	0	0	0	0	0	0	0	100.00	0

**CHART 3D - PERCENTAGE SUMMARY OF DISCIPLINARY ACTIONS
BY DEPARTMENT AND TYPE
(sum of column = 100%)**

Cod e	CVS	FIN	GS	HRD	ICS	LIB	NS	P/D	PW	SFD	SPD	UTL
1	10.00	0	33.33	0	0	25.00	14.29	50.00	11.54	27.27	28.30	16.67
2	0	0	0	0	0	0	3.57	0	0	0	0	0
3	10.00	0	11.11	0	0	0	0	0	8.97	9.09	24.53	0
4	0	0	0	0	0	0	0	0	3.85	0	1.89	0
5	40.00	0	11.11	100.00	50.00	25.00	71.43	50.00	21.79	9.09	7.55	16.67
6	0	0	11.11	0	0	0	3.57	0	11.54	9.09	5.66	0
7	0	0	0	0	0	0	0	0	3.85	0	1.89	33.33
8	0	50.00	0	0	0	0	7.14	0	6.41	0	0	0
9	0	0	0	0	0	0	0	0	0	9.09	1.89	0
10	10.00	0	11.11	0	0	25.00	0	0	12.82	0	5.66	16.67
11	10.00	0	11.11	0	0	25.00	0	0	7.69	0	1.89	16.67
12	0	50.00	11.11	0	50.00	0	0	0	0	0	0	0
13	10.00	0	0	0	0	0	0	0	10.26	0	0	0
21	0	0	0	0	0	0	0	0	0	18.18	9.43	0
23	10.00	0	0	0	0	0	0	0	1.28	18.18	9.43	0
26	0	0	0	0	0	0	0	0	0	0	1.89	0

ANALYSIS OF RECRUITMENT & TESTING DATA

The use of a selection procedure which has adverse impact constitutes unlawful discrimination unless the procedure has been validated or otherwise justified in accordance with applicable laws.

In reviewing the results of City Recruitment and Testing Data for 1993, statistics were compiled on exams administered during the year. This review is based on a compilation of all exams within an occupational category, and an assessment of the bottom line data. The findings are based on an application of the "eighty percent rule" and "the rule of one" to assess adverse impact on the bottom line results. It should be noted that individual exams are reviewed to determine if the selection rates for minorities and females are occurring at a "substantially different rate" (i.e., if there is adverse impact in any component of the process).

Overall

Minorities

The participation rate for Blacks, Native Americans and Filipinos exceed their City goals. The rates for Hispanics and Asians is below their goals .

Females

Black, Native American, and Filipino female groups except their goals.

Supervisory

Overall, minority and female participation rates are below their goals. The participation rate for Blacks exceeds their goals. The rates for all other groups are below their goals. A review of females and minorities eligible for referral, reveals that there was adverse impact for Asian in this category.

Police

No recruitment or testing processes were conducted for positions in this category.

Fire

Overall, the minority and female participation rate are below the City's goal. The participation rate for Whites and Blacks exceed their goals. Black and Hispanic males exceed their City goals. There appears to adverse impact for females and Blacks in this category.

Professional

Participation rates for Asians exceeds their goals. The rates for all other groups are below their goals. There appears to be adverse impact for females and Blacks.

Skilled Craft

Overall, the participation rates for minorities and females are below their goals. The participation rates for Blacks and Hispanics are below their goals. The participation rates for White, Hispanic, Asian, and Native American males exceed their goals. There appears to be adverse impact for Filipinos.

Service Maintenance

Overall, minorities exceed their goals and females are below their goals. With the exception of Asians, the participation rate for all minority groups exceed their goals. There appears to be no adverse impact for females. However, there appears to be adverse impact for Blacks, Asians, Native Americans, and Filipinos.

Technicians

Overall minorities and females participation rates are below their goals. The participation rates for Blacks, Hispanics, and Asians are below their goal. It appears that adverse impact exists for Blacks, Hispanics, and Asians.

Clerical

Overall, the minority participation rate is below the City's goal and the female participation rate exceeds the City's goal. With the exception of Hispanics and Asians, all other minority groups have a participation rate which exceeds their goals. It appears that adverse impact exists for all minority groups, except for Native Americans.

Exempt

Overall, minority and female participation rates are below their goals. The participation rate for Asians exceeds their goal. The rates for Blacks, Hispanics, and Native Americans are below their goals. An assessment of active candidates (eligibles) revealed no adverse impact.

Non-Career

Overall, the minority participation rate exceeds the City goal and the female participation rate is below the City's goal. The participation rates for Asians and Filipinos are below their goals. There appears to be adverse impact for Hispanics and Filipinos.

SUMMARY - TOTAL CAREER EMPLOYEES

PARTICIPATION BY ETHNICITY & GENDER						
ETHNICITY	MALE		FEMALE		UNKNOWN	
	#	%	#	%	#	%
White	651	41.82	299	18.75	0	0.00
Black	118	7.40	130	8.151	1	0.06
Hispanic	129	8.08	83	5.20	0	0.00
Asian	55	3.45	24	1.50	1	0.06
Native American	20	1.25	8	0.50	0	0.00
Filipino	19	1.19	16	1.00	0	0.00
Unknown	21	1.31	17	1.06	3	0.19
Total	1013	63.51	577	36.18	5	0.31

DISPOSITION BY GENDER						
DISPOSITION	MALE		FEMALE		UNKNOWN	
	#	%	#	%	#	%
Did Not Meet Education Qualifications	1	0.10	1	0.17	0	0.00
Did Not Meet Experience Qualification	169	16.68	50	8.67	0	0.00
Not Most Qualified	116	11.45	2	0.35	2	40.00
Not Randomly Selected	0	0.00	0	0.00	0	0.00
Failed Written	68	6.71	84	14.56	1	20.00
Failed Oral	3	0.30	3	0.52	0	0.00
Failed Performance	55	5.43	45	7.80	1	20.00
Failed Typing	40	3.95	59	10.23	0	0.00
No Show	181	17.87	183	31.72	1	20.00
Eligible For Referral	380	37.51	150	26.00	0	0.00
Total	1013	100.00	577	100.00	5	100.00

Summary - Total Career Employees (continued)

DISPOSITION BY ETHNICITY														
DISPOSITION	WHITE		BLACK		HISPANIC		ASIAN		NATIVE AMERICAN		FILIPINO		UNKNOWN	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Did Not Meet Education Qualification	1	0.11	1	0.40	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
Did Not Meet Experience Qualification	110	11.58	33	13.25	37	17.45	20	25.00	8	28.57	6	17.14	5	12.20
Not Most Qualified	83	8.74	5	2.01	12	5.66	14	17.50	2	7.14	2	5.71	2	4.88
Not Randomly Selected	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
Failed Written	69	7.26	37	14.86	23	10.85	9	11.25	3	10.71	7	20.00	5	12.20
Failed Oral	3	0.32	1	0.40	1	0.47	1	1.25	0	0.00	0	0.00	0	0.00
Failed Performance	54	5.68	26	10.44	12	5.66	4	5.00	1	3.57	2	5.71	2	4.88
Failed Typing	50	5.26	19	7.63	19	8.96	3	3.75	0	0.00	5	14.29	3	7.32
No Show	221	23.26	68	27.31	41	19.34	11	13.75	2	7.14	9	25.71	13	31.71
Eligible For Referral	359	37.79	59	23.69	67	31.60	18	22.50	12	42.86	4	11.43	11	26.83
Total	950	100.00	249	100.00	212	100.00	80	100.00	28	100.00	35	100.00	41	100.00

Category 1 – Applicants for Supervisory Positions

PARTICIPATION BY ETHNICITY & GENDER						
ETHNICITY	MALE		FEMALE		UNKNOWN	
	#	%	#	%	#	%
White	32	47.05	7	10.29	0	0
Black	11	16.17	11	16.17	0	0
Hispanic	6	8.82	4	5.88	0	0
Asian	4	5.88	1	1.47	0	0
Native American	0	0	0	0	0	0
Filipino	0	0	0	0	0	0
Unknown	0	0	0	0	0	0
Total	53	77.94	15	22.06	0	0

DISPOSITION BY GENDER						
DISPOSITION	MALE		FEMALE		UNKNOWN	
	#	%	#	%	#	%
Did Not Meet Education Qualifications	1	1.89	1	6.67	0	0
Did Not Meet Experience Qualification	4	7.55	3	20.00	0	0
Not Most Qualified	0	0	0	0	0	0
Not Randomly Selected	0	0	0	0	0	0
Failed Written	2	3.77	1	6.67	0	0
Failed Oral	2	3.77	0	0	0	0
Failed Performance	0	0	0	0	0	0
Failed Typing	0	0	0	0	0	0
No Show	4	7.55	1	6.67	0	0
Eligible For Referral	40	75.47	9	60.00	0	0
Total	53	100.00	15	100.00	0	0

Category 1 – Supervisory

DISPOSITION BY ETHNICITY														
DISPOSITION	WHITE		BLACK		HISPANIC		ASIAN		NATIVE AMERICAN		FILIPINO		UNKNOWN	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Did Not Meet Education Qualification	1	2.56	1	7.14	0	0	0	0	0	0	0	0	0	0
Did Not Meet Experience Qualification	4	10.26	0	0	1	10.00	2	40.00	0	0	0	0	0	0
Not Most Qualified	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Not Randomly Selected	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Failed Written	1	2.56	1	7.14	1	10.00	0	0	0	0	0	0	0	0
Failed Oral	1	2.56	1	7.14	0	0	0	0	0	0	0	0	0	0
Failed Performance	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Failed Typing	0	0	0	0	0	0	0	0	0	0	0	0	0	0
No Show	3	7.69	0	0	1	10.00	1	20.00	0	0	0	0	0	0
Eligible For Referral	29	74.36	11	78.57	7	70.00	2	40.00	0	0	0	0	0	0
Total	39	100.00	14	100.00	10	100.00	5	100.00	0	0	0	0	0	0

Category 3 – Fire Positions

PARTICIPATION BY ETHNICITY & GENDER						
ETHNICITY	MALE		FEMALE		UNKNOWN	
	#	%	#	%	#	%
White	29	65.91	1	22.72	0	0
Black	7	15.91	0	0	0	0
Hispanic	5	11.36	0	0	0	0
Asian	2	4.55	0	0	0	0
Native American	0	0	0	0	0	0
Filipino	0	0	0	0	0	0
Unknown	0	0	0	0	0	0
Total	43	97.73	1	2.27	0	0

DISPOSITION BY GENDER						
DISPOSITION	MALE		FEMALE		UNKNOWN	
	#	%	#	%	#	%
Did Not Meet Education Qualifications	0	0	0	0	0	0
Did Not Meet Experience Qualification	0	0	0	0	0	0
Not Most Qualified	0	0	0	0	0	0
Not Randomly Selected	0	0	0	0	0	0
Failed Written	4	9.30	0	0	0	0
Failed Oral	0	0	0	0	0	0
Failed Performance	1	2.33	0	0	0	0
Failed Typing	0	0	0	0	0	0
No Show	11	25.58	0	0	0	0
Eligible For Referral	27	62.79	1	100.00	0	0
Total	43	100.00	1	100.00	0	0

Category 3 – Fire Positions

DISPOSITION BY ETHNICITY														
DISPOSITION	WHITE		BLACK		HISPANIC		ASIAN		NATIVE AMERICAN		FILIPINO		UNKNOWN	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Did Not Meet Education Qualification	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Did Not Meet Experience Qualification	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Not Most Qualified	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Not Randomly Selected	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Failed Written	3	10.00	1	14.29	0	0	0	0	0	0	0	0	0	0
Failed Oral	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Failed Performance	1	3.33	0	0	0	0	0	0	0	0	0	0	0	0
Failed Typing	0	0	0	0	0	0	0	0	0	0	0	0	0	0
No Show	7	23.33	4	57.14	0	0	0	0	0	0	0	0	0	0
Eligible For Referral	19	63.33	2	28.57	5	100.00	2	100.00	0	0	0	0	0	0
Total	30	100.00	7	100.00	5	100.00	2	100.00	0	0	0	0	0	0

Category 4 – Applicants for Professional Positions

ETHNICITY BY GENDER						
ETHNICITY	MALE		FEMALE		UNKNOWN	
	#	%	#	%	#	%
White	51	57.95	6	6.82	0	0
Black	1	1.14	1	1.14	0	0
Hispanic	4	4.55	4	4.55	0	0
Asian	8	9.09	8	9.09	0	0
Native American	0	0	0	0	0	0
Filipino	0	0	0	0	0	0
Unknown	0	0	0	0	0	0
Total	69	78.41	19	21.59	0	0

DISPOSITION BY GENDER						
DISPOSITION	MALE		FEMALE		UNKNOWN	
	#	%	#	%	#	%
Did Not Meet Education Qualifications	0	0	2	10.53	0	0
Did Not Meet Experience Qualification	18	26.09	7	36.84	0	0
Not Most Qualified	24	34.78	1	5.26	2	100.00
Not Randomly Selected	0	0	0	0	0	0
Failed Written	0	0	0	0	0	0
Failed Oral	1	1.45	3	15.79	0	0
Failed Performance	0	0	0	0	0	0
Failed Typing	0	0	0	0	0	0
No Show	8	11.59	3	15.79	0	0
Eligible For Referral	18	26.09	3	15.79	0	0
Total	69	100.00	19	100.00	2	100.00

Category 4 – Applicants for Professional Positions

DISPOSITION BY ETHNICITY														
DISPOSITION	WHITE		BLACK		HISPANIC		ASIAN		NATIVE AMERICAN		FILIPINO		UNKNOWN	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Did Not Meet Education Qualification	1	1.75	0	0	0	0	1	5.00	0	0	0	0	0	0
Did Not Meet Experience Qualification	13	22.81	0	0	3	37.50	9	45.00	0	0	0	0	0	0
Not Most Qualified	19	33.33	0	0	2	25.00	4	20.00	0	0	0	0	2	100.00
Not Randomly Selected	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Failed Written	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Failed Oral	2	3.51	0	0	1	12.50	1	5.00	0	0	0	0	0	0
Failed Performance	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Failed Typing	0	0	0	0	0	0	0	0	0	0	0	0	0	0
No Show	8	14.04	2	100.00	0	0	1	5.00	0	0	0	0	0	0
Eligible For Referral	14	24.56	0	0	2	25.00	4	20.00	1	100.00	0	0	0	0
Total	57	100.00	2	100.00	8	100.00	20	100.00	1	100.00	0	0	0	0

Category 5 – Applicants for Skilled Craft Positions

ETHNICITY BY GENDER						
ETHNICITY	MALE		FEMALE		UNKNOWN	
	#	%	#	%	#	%
White	108	72.00	0	0	0	0
Black	5	3.33	1	0.67	0	0
Hispanic	19	12.67	0	0	0	0
Asian	14	9.33	0	0	0	0
Native American	2	1.33	0	0	0	0
Filipino	1	0.67	0	0	0	0
Unknown	0	0	0	0	0	0
Total	149	99.33	1	0.67	0	0

DISPOSITION BY GENDER						
DISPOSITION	MALE		FEMALE		UNKNOWN	
	#	%	#	%	#	%
Did Not Meet Education Qualifications	0	0	0	0	0	0
Did Not Meet Experience Qualification	23	15.44	1	100.00	0	0
Not Most Qualified	75	50.34	0	0	0	0
Not Randomly Selected	0	0	0	0	0	0
Failed Written	0	0	0	0	0	0
Failed Oral	0	0	0	0	0	0
Failed Performance	15	10.07	0	0	0	0
Failed Typing	0	0	0	0	0	0
No Show	5	3.36	0	0	0	0
Eligible For Referral	31	20.81	0	0	0	0
Total	149	100.00	1	100.00	0	0

									AMERICAN				UNKNOWN	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Did Not Meet Education Qualification	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Did Not Meet Experience Qualification	15	13.89	2	33.33	5	26.32	2	14.29	0	0	0	0	0	0
Not Most Qualified	53	49.07	4	66.67	7	36.84	9	64.29	1	50.00	1	100.00	0	0
Not Randomly Selected	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Failed Written	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Failed Oral	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Failed Performance	13	12.04	0	0	2	10.53	0	0	0	0	0	0	0	0
Failed Typing	0	0	0	0	0	0	0	0	0	0	0	0	0	0
No Show	5	4.63	0	0	0	0	0	0	0	0	0	0	0	0
Eligible For Referral	22	20.37	0	0	5	26.32	3	21.43	1	50.00	0	0	0	0
Total	108	100.00	6	100.00	19	100.00	14	100.00	2	100.00	1	100.00	0	??

ETHNICITY BY GENDER						
ETHNICITY	MALE		FEMALE		UNKNOWN	
	#	%	#	%	#	%
White	96	46.15	6	2.88	0	0
Black	36	17.31	2	0.96	0	0
Hispanic	46	22.12	1	0.48	0	0
Asian	7	3.36	0	0	0	0
Native American	7	3.36	0	0	0	0
Filipino	6	2.88	0	0	0	0
Unknown	1	0.48	0	0	0	0
Total	199	95.67	9	4.33	0	0

DISPOSITION BY GENDER						
DISPOSITION	MALE		FEMALE		UNKNOWN	
	#	%	#	%	#	%
Did Not Meet Education Qualifications	0	0	0	0	0	0
Did Not Meet Experience Qualification	39	19.60	3	33.33	0	0
Not Most Qualified	17	8.54	1	11.11	0	0
Not Randomly Selected	0	0	0	0	0	0
Failed Written	1	0.50	0	0	0	0
Failed Oral	0	0	0	0	0	0
Failed Performance	16	8.04	0	0	0	0
Failed Typing	0	0	0	0	0	0
No Show	12	6.03	0	0	0	0
Eligible For Referral	114	57.29	5	55.56	0	0
Total	199	100.00	9	100.00	0	0

									AMERICAN				UNKNOWN	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Did Not Meet Education Qualification	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Did Not Meet Experience Qualification	10	9.80	15	39.47	9	19.15	1	14.29	5	71.43	1	16.67	1	100.00
Not Most Qualified	11	10.78	1	2.63	3	6.38	1	14.29	1	14.29	1	16.67	0	0
Not Randomly Selected	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Failed Written	0	0	0	0	0	0	0	0	0	0	1	16.67	0	0
Failed Oral	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Failed Performance	5	4.90	5	13.16	3	6.38	2	28.57	0	0	1	16.67	0	0
Failed Typing	0	0	0	0	0	0	0	0	0	0	0	0	0	0
No Show	7	6.86	0	0	5	10.64	0	0	0	0	0	0	0	0
Eligible For Referral	69	67.65	17	44.74	27	57.45	3	42.86	1	14.29	2	33.33	0	0
Total	102	100.00	38	100.00	47	100.00	7	100.00	7	100.00	6	100.00	1	100.00

Category 7 – Applicants for Technician Positions

ETHNICITY BY GENDER						
ETHNICITY	MALE		FEMALE		UNKNOWN	
	#	%	#	%	#	%
White	212	75.18	7	2.48	0	0
Black	10	3.55	0	0	0	0
Hispanic	24	8.51	0	0	0	0
Asian	7	2.48	0	0	0	0
Native American	5	1.77	0	0	0	0
Filipino	4	1.42	0	0	0	0
Unknown	11	3.90	0	0	0	0
Total	273	96.81	9	3.19	0	0

DISPOSITION BY GENDER						
DISPOSITION	MALE		FEMALE		UNKNOWN	
	#	%	#	%	#	%
Did Not Meet Education Qualifications	0	0	0	0	0	0
Did Not Meet Experience Qualification	76	27.84	1	11.11	0	0
Not Most Qualified	0	0	0	0	0	0
Not Randomly Selected	0	0	0	0	0	0
Failed Written	23	8.42	1	11.11	0	0
Failed Oral	0	0	0	0	0	0
Failed Performance	0	0	0	0	0	0
Failed Typing	0	0	0	0	0	0
No Show	29	10.62	2	22.22	0	0
Eligible For Referral	145	53.11	5	55.56	0	0
Total	273	100.00	9	100.00	0	0

DISPOSITION BY ETHNICITY														
DISPOSITION	WHITE		BLACK		HISPANIC		ASIAN		NATIVE AMERICAN		FILIPINO		UNKNOWN	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Did Not Meet Education Qualification	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Did Not Meet Experience Qualification	57	26.03	3	30.00	8	30.77	4	57.14	1	20.00	1	25.00	3	27.27
Not Most Qualified	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Not Randomly Selected	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Failed Written	15	6.85	3	30.00	4	15.38	1	14.29	0	0	1	25.00	0	0
Failed Oral	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Failed Performance	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Failed Typing	0	0	0	0	0	0	0	0	0	0	0	0	0	0
No Show	26	11.87	0	0	3	11.54	0	0	0	0	0	0	2	18.18
Eligible For Referral	121	55.25	4	40.00	11	42.31	2	28.57	4	80.00	2	50.00	6	54.55
Total	219	100.00	10	100.00	26	100.00	7	100.00	5	100.00	4	100.00	11	100.00

Category 8 - Applicants for Clerical Positions

ETHNICITY BY GENDER						
ETHNICITY	MALE		FEMALE		UNKNOWN	
	#	%	#	%	#	%
White	153	19.14	275	34.42	0	0
Black	52	6.51	123	15.39	1	0.13
Hispanic	29	3.30	73	9.14	0	0
Asian	12	1.50	16	2.00	1	0.13
Native American	5	0.63	8	1.00	0	0
Filipino	8	1.00	16	2.00	0	0
Unknown	9	1.13	17	2.12	1	0.13
Total	268	33.54	528	66.08	3	0.38

DISPOSITION BY GENDER						
DISPOSITION	MALE		FEMALE		UNKNOWN	
	#	%	#	%	#	%
Did Not Meet Education Qualifications	0	0	0	0	0	0
Did Not Meet Experience Qualification	15	5.60	35	6.63	0	0
Not Most Qualified	0	0	0	0	0	0
Not Randomly Selected	0	0	0	0	0	0
Failed Written	42	15.67	82	15.53	1	33.33
Failed Oral	0	0	0	0	0	0
Failed Performance	24	8.96	45	8.52	1	33.33
Failed Typing	40	14.93	59	11.17	0	0
No Show	116	43.28	177	33.52	1	33.33
Eligible For Referral	31	11.57	130	24.62	0	0
Total	268	100.00	528	100.00	3	100.00

DISPOSITION BY ETHNICITY														
STATUS	WHITE		BLACK		HISPANIC		ASIAN		NATIVE AMERICAN		FILIPINO		UNKNOWN	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Did Not Meet Education Qualification	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Did Not Meet Experience Qualification	16	3.74	13	7.39	11	10.78	3	10.34	2	15.38	4	16.67	1	3.70
Not Most Qualified	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Not Randomly Selected	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Failed Written	53	12.38	33	18.75	18	17.65	8	27.59	3	23.08	5	20.83	5	18.52
Failed Oral	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Failed Performance	36	8.41	21	11.93	7	6.86	2	6.90	1	7.69	1	4.17	2	7.41
Failed Typing	50	11.68	19	10.80	19	18.63	3	10.34	0	0	5	20.83	3	11.11
No Show	168	39.25	63	35.79	32	31.37	9	31.03	2	15.38	9	37.50	11	40.74
Eligible For Referral	105	24.53	27	15.34	15	14.71	4	13.79	5	38.46	0	0	5	18.52
Total	428	100.00	176	100.00	102	100.00	29	100.00	13	100.00	24	100.00	27	100.00

Category 9 - Applicants for Exempt Positions

ETHNICITY BY GENDER						
ETHNICITY	MALE		FEMALE		UNKNOWN	
	#	%	#	%	#	%
White	41	71.93	0	0	1	1.75
Black	1	1.75	1	1.75	0	0
Hispanic	2	3.51	0	0	0	0
Asian	4	7.02	1	1.75	0	0
Native American	0	0	0	0	0	0
Filipino	0	0	0	0	0	0
Unknown	6	1.05	0	0	0	0
Total	54	94.74	2	3.51	1	1.75

STATUS BY GENDER						
STATUS	MALE		FEMALE		UNKNOWN	
	#	%	#	%	#	%
Inactive - not considered for hire	25	46.30	1	50.00	0	0
Active - considered for hire	29	53.70	1	50.00	1	100.00
Total	54	100.00	2	100.00	1	100.00

STATUS BY ETHNICITY														
Status	WHITE		BLACK		HISPANIC		ASIAN		NAT. AM.		FIL.		UNKNOWN	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Inactive not considered for hire	21	50.00	1	50.00	1	50.00	3	60.00	0	0	0	0	0	0
Active considered for hire	21	50.00	1	50.00	1	50.00	2	40.00	0	0	0	0	6	100.00
Total	42	100.00	2	100.00	2	100.00	5	100.00	0	0	0	0	6	100.00

Category 10 - Applicants for Non - Career Positions

ETHNICITY BY GENDER						
ETHNICITY	MALE		FEMALE		UNKNOWN	
	#	%	#	%	#	%
White	171	31.61	51	9.43	2	0.37
Black	75	13.86	26	4.81	1	0.18
Hispanic	101	18.67	22	4.07	0	0
Asian	35	6.47	9	1.66	1	0.18
Native American	12	2.22	1	0.18	0	0
Filipino	5	0.92	1	0.18	0	0
Unknown	18	3.33	7	1.29	3	0.55
Total	417	77.08	117	21.63	7	1.29

STATUS BY GENDER						
STATUS	MALE		FEMALE		UNKNOWN	
	#	%	#	%	#	%
Inactive - not considered for hire	240	57.55	69	58.97	2	28.57
Active - considered for hire	177	42.45	48	41.03	5	71.43
Total	417	100.00	117	100.00	7	100.00

STATUS BY ETHNICITY														
Status	WHITE		BLACK		HISPANIC		ASIAN		NAT. AM.		FIL.		UNKNO W N	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Inactive not considered for hire	118	52.68	62	60.78	76	26.09	22	48.89	7	53.85	5	83.33	7	25.00
Active considered for hire	106	47.32	40	39.22	47	30.43	23	51.11	6	46.15	1	16.67	21	75.00
Total	224	100.0	102	100.00	123	100.00	45	100.00	13	100.00	6	100.00	28	100.00

RECAPITULATION

From 1992 to 1993, the total number of employees decreased by 156 or 4.46%. The number of minority employees also decreased. However the percentage representation of minority employees increased by 0.05%. Similarly, the number of females employees decreased and their percentage representation increased by 0.03%. 1993 was the second consecutive year in which the minority workforce representation increased.

In viewing the overall workforce minorities are at parity in the Service Maintenance category and their representation increased in six of nine occupational categories.

Females are at parity in the Clerical category and their representation increased in seven of nine occupational categories.

One department, Neighborhood Services, has already achieved the City's recently revised employment goal for minorities. Ten departments had an increase in minority representation.

Eight departments have achieved the City's employment goal for females. Nine departments showed an increase in female representation.

The rate of hire for Hispanic males exceeded our target. All other minority groups and females were hired at rate below that level.

Overall, the promotion rate for minorities is above their workforce representation and the rate for females is slightly below their workforce representation. The 1993 promotion rates of minority males and minority females is above their workforce representation.

A review of employees who left City service, shows the rate for minorities is below their workforce representation while the rate for females is above their workforce representation.

RECOMMENDATIONS

- * Each department should develop and implement a comprehensive Career Development Plan. The plan should require individual career and/or staff development plans for all employees, which outline their career goals as well as how and what opportunities will be provided to enhance their skills, and assist them to perform at their highest potential and advance in accordance with their abilities.
- * Each department should develop a formalized approach for making temporary appointments that identifies potential department candidates and reasonably provides all an equitable opportunity to gain valuable work experience which will enhance their opportunity for promotion.
- * Where feasible departments should develop partnerships with secondary institution, community colleges, universities, businesses, and other organizations to develop training programs, internship, and apprenticeship.
- * Initiate a process whereby departments formally coordinate, and partner in outreach, recruitment, and other efforts designed to recruit or retain a competent, diverse workforce or enhance our aa/eoo efforts.
- * Continue to monitor and review disciplinary action and provide a mechanism to correct any disparities which may adversely affect underrepresented ethnic minorities and females.
- * Ensure that Affirmative Action/Equal Employment policy reflects the goals and priorities of the Council by revising the City's Affirmative Action Plan.

ETHNIC DEFINITIONS

White

(Not of Hispanic origin) All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.

Black

(Not of Hispanic origin) All persons having origins in any of the Black racial groups of Africa.

Hispanic

All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

Asian or Pacific Islander

All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands (excluding the Philippine Islands). This area includes, for example, China, Japan, Korea, and Samoa.

Native American or Alaskan Native

All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

Filipino

All persons having origins in the Philippine Islands.

APPENDIX B

Listing of Classifications by Occupational Category

SUPERVISORY - Category 1 - Occupations in which employees are primarily responsible for supervising employees. Includes: office supervisors, field supervisors and similar positions.

ASST REAL PROP & ASSESS	SR. PARKS & REC SUPVR
BENEFITS OFFICER	SR PROGRAMMER ANALYST
BOUTIQUE OPERATOR	SR RECREATION SUPVR
BUSINESS SERVICES MANAGER	SR. SCHOOL CROSSING GUARD
CAMP SACTO SUPVR	SR TRAF CON & LGHT SUPVR
CASHIERING SYSTEMS SUPVR	STAFF AIDE
CENTRAL SERVICES SUPVR	STREET CLEAN GEN SUPVR
CENTRAL STORES SUPERVISOR	STREET CLEAN SUPVR
CHIEF MUSEUM ATTD	STREET MAINT GEN SUPVR
CHILD CARE ACTIVITY PROG	STREET MAINT SUPVR R1
CHILD CARE PROGRAM SUPV	STREET MAINT SUPVR R2
COMPUTER OPR SUPVR	STRUCTURAL MAINT SUPVR R1
CUSTODIAL SUPVR	STRUCTURAL MAINT SUPVR R2
DRAINAGE SUPERVISOR	SUPVR PROP MGMT SECT
ENFORC & COLLEC SUPVR	SUPT IDENT BUREAU
EQ MAINT SUPVR	SUPVR CASHIER
EVENTS COORDINATOR	SUPVR COMM CENTER ATTD
FIELD SERVICES SUPERVISOR	SUPVR COMM SERV REP
GOLF COURSE SUPVR	SUPVR CONST INSPECTOR
INSTRUMENTATION SUPVR	SUPVR DISPATCHER
LAW CLERK	SUPVR GRAPHIC DESIGNER
MARINA/BOATING FACS SUPVR	SUPVR ID TECH
MECHANICAL MAINT SUPVR R1	SUPVR PLANT OPR
MECHANICAL MAINT SUPVR R2	SUPVR POLICE CLERK
MUSEUM SECURITY SUPVR	SUPVR PROPERTY ASST
OFFICE SUPVR	SUPVR POLICE REC ASST
PARKING ENFORC SUPVR	SUPVR SURVEYOR
PARKING FACS MAINT SUPVR	SUPVR PROPERTY MGMT SEC
PARKING LOT SUPVR	SUPVR RECORDS SECTION
PARKING METER REPAIR SUPVR	SURVEY PARTY CHIEF
PARKS SUPVR	TELECOMM SUPVR
PKG METER COLL SUPVR	TRAF CON/LGHT SUPVR
PLANT SERVICES MANAGER	TRAFF SUPVR
RECREATION SUPVR I/11	TREE MAINT SUPVR
REFUSE COLLEC GEN SUPVR	TREE TRIMMER SUPVR
RETIREMENT OFFICER	WATER & SEWER SUPVR
REVENUE SUPVR	WRKS' COMP OFC SUPVR (CONF)
SENIOR CITIZENS SRVS SUPVR	ZOO SUPVR
SOLID WASTE MAINT SUPVR	
SR ANIMAL CONTROL OFF	
SR MEDIA PRODUCTION SPCLT	
SR PARKING LOT SUPVR	

APPENDIX B

Listing of Classifications by Occupational Category

SUPERVISORY - Category 1 - Occupations in which employees are primarily responsible for supervising employees. Includes: office supervisors, field supervisors and similar positions.

ASST REAL PROP & ASSESS
BENEFITS OFFICER
BOUTIQUE OPERATOR
BUSINESS SERVICES MANAGER
CAMP SACTO SUPVR
CASHIERING SYSTEMS SUPVR
CENTRAL SERVICES SUPVR
CENTRAL STORES SUPERVISOR
CHIEF MUSEUM ATTD
CHILD CARE ACTIVITY PROG
CHILD CARE PROGRAM SUPV
COMPUTER OPR SUPVR
CUSTODIAL SUPVR
DRAINAGE SUPERVISOR
ENFORC & COLLEC SUPVR
EQ MAINT SUPVR
EVENTS COORDINATOR
FIELD SERVICES SUPERVISOR
GOLF COURSE SUPVR
INSTRUMENTATION SUPVR
LAW CLERK
MARINA/BOATING FACS SUPVR
MECHANICAL MAINT SUPVR R1
MECHANICAL MAINT SUPVR R2
MUSEUM SECURITY SUPVR
OFFICE SUPVR
PARKING ENFORC SUPVR
PARKING FACS MAINT SUPVR
PARKING LOT SUPVR
PARKING METER REPAIR SUPVR
PARKS SUPVR
PKG METER COLL SUPVR
PLANT SERVICES MANAGER
RECREATION SUPVR I/11
REFUSE COLLEC GEN SUPVR
RETIREMENT OFFICER
REVENUE SUPVR
SENIOR CITIZENS SRVS SUPVR
SOLID WASTE MAINT SUPVR
SR ANIMAL CONTROL OFF
SR MEDIA PRODUCTION SPCLT
SR PARKING LOT SUPVR

SR. PARKS & REC SUPVR
SR PROGRAMMER ANALYST
SR RECREATION SUPVR
SR. SCHOOL CROSSING GUARD
SR TRAF CON & LGHT SUPVR
STAFF AIDE
STREET CLEAN GEN SUPVR
STREET CLEAN SUPVR
STREET MAINT GEN SUPVR
STREET MAINT SUPVR R1
STREET MAINT SUPVR R2
STRUCTURAL MAINT SUPVR R1
STRUCTURAL MAINT SUPVR R2
SUPVR PROP MGMT SECT
SUPT IDENT BUREAU
SUPVR CASHIER
SUPVR COMM CENTER ATTD
SUPVR COMM SERV REP
SUPVR CONST INSPECTOR
SUPVR DISPATCHER
SUPVR GRAPHIC DESIGNER
SUPVR ID TECH
SUPVR PLANT OPR
SUPVR POLICE CLERK
SUPVR PROPERTY ASST
SUPVR POLICE REC ASST
SUPVR SURVEYOR
SUPVR PROPERTY MGMT SEC
SUPVR RECORDS SECTION
SURVEY PARTY CHIEF
TELECOMM SUPVR
TRAF CON/LGHT SUPVR
TRAFF SUPVR
TREE MAINT SUPVR
TREE TRIMMER SUPVR
WATER & SEWER SUPVR
WRKS' COMP OFC SUPVR (CONF)
ZOO SUPVR

POLICE - Category 2 - Positions in this occupational category represent sworn police officers, excluding management. They require some college education and an ability to perform up to physical standards.

COMMUNITY SERVICES OFFICER
POLICE CADET
POLICE LIEUTENANT
POLICE OFF
POLICE SERGEANT

POLICE SERGEANT

FIRE - Category 3 - Positions in this occupational category represent sworn firefighting personnel up to and including Fire Captains. The job requirements range from no college/no experience to highly technical experience and/or higher education.

**FIR APP OPR
FIR PR IN II
FIRE CAPT
FIRE INV I
FIRE INV II
FIRE RECRUIT
FIREFIGHTER
SPECIAL PROGRAM LEDR
SPECIAL PROGRAM COORD**

PROFESSIONALS - Category 4 - Positions in this occupational category require specialized and theoretical knowledge which is usually acquired through college training (or other specialized training which provides comparable knowledge) coupled with work experience. Includes: attorneys, accountants, engineers, librarians and similar professions.

ACCOUNTANT-AUD I
ACCOUNTANT-AUD II
ACCOUNTANT-AUD III
ADM ASST I
ADMIN ANALYST I
ADMIN ANALYST II
ADMIN TRAINEE
ARBORIST
ARCHIVIST
ART IN PUBLIC PLACES COORD
ARTS PROGRAM COORD
ASSOC ARCHITECT
ASSOC CIVIL ENGINEER
ASSOC CURATOR OF ART
ASSOC ELECTRICAL ENGINEER
ASSOC MECHANICAL ENGINEER
ASSOC PLANNER
ASST ARCHITECT
ASST BOX OFFICE SUPVR
ASST CIVIL ENGINEER
ASST ELECTRICAL AENGINEER
ASST MECHANICAL ENGINEER
ASST PLANNER
BOOKING COORDINATOR
BUYER I
BUYER II
BUYER TRAINEE
CURATOR OF EDUCATION
CURATOR OF HISTORICAL EXH
DATA BASE ANALYST I
DATA BASE ANALYST II
DEPT DATA ANALYST I
DEPT DATA ANALYST II
ECONOMIC DEV MGR
ECONOMIC DEV SPEC I
ECONOMIC DEV SPEC II
FIRE PROTECTION ENGINEER
FIRE SERVICE TRAIN SPEC
GEO INFO SYSTEM ANAL 1/11
JR ARCHITECT
JR ENGINEER

JR. LANDSCAPE ARCH.
JR PLANNER
LIB I
LIB I CHILD SVCS LIB
LIB II
LIB II CHIL SVCS LIB
LIB II LIB AUTO COORD
LIB III
LIB III MIN SVC COORD
LIB III REG SVCS COORD
LIBRARY GALLERIA COORD
MICROCOMPUTER SYS SPEC
MUSEUM REGISTRAR
NEIGHBORHOOD IMP COORD
NURSE
PERSONNEL ANALYST I
PERSONNEL ANALYST II
PROGRAMMER ANALYST I
PROGRAMMER ANALYST II
PROGRAMMER I
PROGRAMMER II
PROGRAMMER TRAINEE
PUBLIC INFORMATION COORD
REAL PROP AGENT I
REAL PROP AGENT II
RECREATION SUPERVISOR I
RECRUITMENT COORD
SAFETY OFFICER
SAFETY SPECIALIST
SCIENCE EDUCATION COORD
SPECIAL DISTRICTS ANALYST
SR BUYER
SR DATA BASE ANALYST
SR DEPARTMENTAL DATA ANAL
STAFF AIDE
STUDENT TRAINEE
SUPVR WATER QUALITY CHEM
SYSTEMS PROGRAMMER I
SYSTEMS PROGRAMMER II
TELECOMM ENG
TRANSP SYS MGMT PROG COOR

PROFESSIONAL (continued)

**TREASURY OPS OFFICER I
TREASURY OPS OFFICER II
VOC REHAB COORD
WASTE REDUCTION COORD I
WASTE REDUCTION COORD II
WATER QUALITY CHEMIST
WORKERS' COMP ADMIN
WRKRS COMP CLMS REP I
WRKRS COMP CLMS REP II
WRKRS COMP CLMS REP TRNEE**

SKILLED CRAFTS - Category 5 - The positions listed in this category 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. Includes: mechanics and repairers, electricians, heavy equipment operators, stationary engineers, skilled machining occupations, carpenters and similar positions.

BLACKSMITH-WELDER R1
BLACKSMITH-WELDER R2
CARPENTER R1
CARPENTER R2
ELECTRICIAN LINEWORKER R1
ELECTRICIAN LINEWORKER R2
ELECTRICIAN R1
ELECTRICIAN R2
ELECTRICIAN SUPVR R1
ELECTRICIAN SUPVR R2
EQ BODY MECHANIC
EQ MECH I
EQ MECH II
EQ MECH III
MACHINIST HELPER R1
MACHINIST HELPER R2
MACHINIST R1
MACHINIST R2
MACHINIST SUPVR R1
MACHINIST SUPVR R2
PAINTER R1
PAINTER R2
PLUMBER APPRENTICE
PLUMBER R1
PLUMBER R2
ROOFER R1
ROOFER R2
SHEET METAL WORKER R1
SHEET METAL WORKER R2
SR CARPENTER R1
SR CARPENTER R2
SR ELECTRICIAN R1
SR ELECTRICIAN R2
SR PAINTER R1

SR PAINTER R2
SR PLUMBER R1
SR PLUMBER R2
SR SHEET METAL WRK R1
SR SHEET METAL WRK R2
SR STATIONARY ENGINEER
STAGEHAND I
STAGEHAND II
STATIONARY ENGINEER
STREET CONSTR EQ OPR R1
STREET CONSTR EQ OPR R2
STREET CONSTR LAB R1
STREET CONSTR LAB R2
STREET CONSTR. LAB TRNEE
TRAF CON/LT TCH TRN (CDT)

SERVICE MAINTENANCE - Category 6 - The positions in this category represent occupations which contribute to the upkeep and care of building, facilities, grounds or articles or public property. Includes: maintenance workers, truck drivers, grounds keepers, refuse collectors and similar positions.

ANIMAL CARE TECH
ANIMAL CONTROL OFFICER
BUILDING MAINT WORKER
COMM CENTER ATTD I
COMM CENTER ATTD I (CDT)
COMM CENTER ATTD II
CULTURAL FACILITIES ATTD
CUSTODIAN
ENG AIDE I
ENG AIDE II
EQ OPERATOR
EQ OPERATOR II
EQ SERVICE WORKER
GENERAL HELPER
GENERAL REPAIR WORKER
GOLF COURSE MARSHAL
GREENSKEEPER
LANDFILL EQUIP OPR R1
LANDFILL EQUIP OPR R2
MAINTENANCE WORKER
MAINTENANCE WORKER (CDT)
MARINA/BOATING FACs ATTD
MOTOR SWEEPER OPR
MUSEUM ATTD
OFFSET EQUIP OPR (CDT)
PANTRY AIDE
PARK EQUIP OPERATOR
PARK MAIN WRKR I (PEST)
PARK MAIN WRKR II (PEST)
PARK MAIN WRKR I
PARK MAINT WORKER II
PARK MAINT WORKER III
PARKING ENFORC OFF
PARKING LOT ATTD
PARKING METER COIN COLLEC
PLANT OPERATOR I (CDTR)
PLANT OPR I
PLANT OPR II
PLANT OPR III
POOL MANAGER
SANITATION WORKER I
SANITATION WORKER II

SANITATION WORKER III
SANITATION WORKER IV
SANITATION WRKR I (NODL)
SECURITY GUARD
SR BLDG MAIN WORKER
SR CUSTODIAN
SR LANDFILL EQUIP OPR R1
SR LANDFILL EQUIP OPR R2
SR MAINTENANCE WORKER
SR PARKING LOT ATTD
SR TRAFFIC WORKER
SR TREE TRIMMER
STOREKEEPER
STORES CLERK I
STORES CLERK I (CDT)
STORES CLERK II
TRAF LEADWORKER
TRAF WORKER I
TRAF WORKER I (CDT)
TRAF WORKER II
TRAFFIC WORKER
TREE MAINT WORKER I
TREE MAINT WORKER II
TREE TRIMMER I
TREE TRIMMER II
TREE TRIMMER TRAINEE
UTILITY WORKER
VEHICLE ABATEMENT OFFICER
VEHICLE POOL SERVWORKER
VEHICLE SERVICE AIDE
VEHICLE SERVICE ATT (CDT)
VEHICLE SERVICE ATT (R1)
VEHICLE SERVICE ATT (R2)
WATER & SEWER LEADWORKER
WATER & SEWER SVCWK (APP)
WATER & SEWER SVCWORKER
WATER X-CONN CNTRL SP
ZOO ATTD I
ZOO ATTD II

TECHNICIANS - Category 7 - Positions within this occupational category generally require a combination of para-scientific knowledge and manual skill. They frequently require post-secondary education. Includes: inspectors, computer operators, architects, and similar professions.

ACCOUNTING TECHNICIAN
ADMINISTRATIVE TECH
ARCHITECTURAL TECH
ART MUSEUM REGISTRAR
ASST LANDSCAPE ARCH
BENEFITS TECHNICIAN
BOOKING COORDINATOR
BUILDING INSP I
BUILDING INSP II
BUILDING INSP III
BUILDING TECHNICIAN
BURGLARY/ROB ALARM INSP
CHILD CARE SITE COORD
CLAIMS COLLECTOR
CLAIMS REP
COMM SERVICE REP I
COMM SERVICE REP II
COMMUNICATIONS ASST
COMPUTER OPERATOR
CONSTR INSP I
CONSTR INSP II
CONSTR INSP III
DEPT DATA TECHNICIAN
ELECT CONSTR INSP I
ELECT CONSTR INSP II
ELECT CONSTR INSP III
ELECT MAINT TECH TRN (CDT)
ELECTRON MAIN TECH I
ELECTRON MAIN TECH II
ELECTRON MAIN TECH TRN
ENG TECHNICIAN I
ENG TECHNICIAN II
ENG TECHNICIAN III
ENGINEERING TECHNICIAN
EXHIBITS COORDINATOR
FACILITY DRAWINGS TECH
FIRE PREV OFCR I
FIRE PREV OFCR TRN (A-B)
FIRE PREV OFCR II
FIRE SERVICE WORKER
FLEET MGMT TECH
GRAPHIC DESIGNER

ID TECH I
ID TECH II
ID TECH III
INSTRUMENT TECH I
INSTRUMENT TECH II
INSTRUMENT TECH TRN
LANDSCAPE ARCH
LANDSCAPE ARCH TECH
LIB EQUIP SVC TECH
LIB TECH BRANCH SUPVR
LIBRARY TECHNICIAN
MEDIA & COMPUTER SPEC
MEDIA PRODUCTION SPEC
METER READER
METER READER (CDT)
NUISANCE ABAT OFF
PARKING METER REPAIR WRK
PERSONNEL TECH
PLANNING TECH I
PLANNING TECH II
RECREATION PROG COORD
RETIR SYS TECH
SERVICE CONTRACT INSP
SR ACCOUNTING TECH
SR CLAIMS COLLECTOR
SR COMPUTER OPERATOR
SR DATA PROC TECH
SR ELECTRON MAINT TECH
SR NUISANCE ABATE OFF
SR RECREATION LEADER
STAFF AIDE
SURVEILLANCE EQUIP TECH
TELECOMM TECH I
TELECOMM TECH II
TELECOMM TECH TRN
TRAF CON TRAINEE
TRAF CON/LGHT TECH I
TRAF CON/LGHT TECH II
TRAF CON/LGHT TECH TRN
TRANSP SYS MGMT PROG ASST
WATER QUALITY INSP
WATER QUALITY LAB TECH

CLERICAL - Clerical 8 - Positions in this category are responsible for internal and external communication, recording and retrieval of data and/or information and other paperwork required in an office or similar setting. Includes: clerks, dispatchers, library assistants and similar positions.

ACCT CLERK I
ACCT CLERK II
ARTS PROGRAM ASST
CHILD CARE ASST
CASHIER
CLERK I
CLERK I (CDT)
CLERK II
CLERK III
CUSTOMER SERVICE REP
CUSTOMER SERVICE TRN
DATA ENTRY TECH
DISPATCHER I
DISPATCHER II
DISPATCHER III
DISPATCHER RECRUIT
KEY DATA OPR I
LIB ASST I
LIB ASST II
LIB FACILITY COORD
PERSONNEL TRANS COORD
POL RECDS ASST I
POL RECDS ASST II
POL RECDS ASST III
POLICE CLERK I
POLICE CLERK II
POLICE CLERK III
PROPERTY ASST
PROPERTY ASST (CDT)
RECREATION LEADER
REVENUE REP I
REVENUE REP II
REVENUE REP III
SECRETARY
SECRETARY TO PLAN COMM
SR CASHIER
SR CUSTOMER SERVICE REP
SR DATA ENTRY TECH
SR KEY DATA OPR
SR PERSONNEL TRANS COORD
SR TAX AND PERMITS REP
STAFF AIDE
STENO CLERK I
STENO CLERK II

STENO CLERK III
STOREKEEPER
TAX AND PERMITS REP
TICKET SELLER
TYPIST CLERK I
TYPIST CLERK I (CDT)
TYPIST CLERK II
TYPIST CLERK III

EXEMPT - Category 9 - Includes occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, or direct individual departments or special phases of the City's operations, or provide specialized consultation on a regional, district or area basis. Also includes all professional, technical and clerical positions appointed on an "Exempt" basis with the exception of seasonal and limited-term employees.

ACCOUNTING MANAGER
ADMIN ASST TO CITY COUN
ADMIN ASST TO MAYOR
ADMIN SERVICES OFFICER
ADMIN TRAINEE (EXEMPT)
AFFIR ACTION OFFICER
ANTI DRUG & GANG COORD
ART IN PUBLIC PLACES ADMN
ART MUSEUM MANAGER
ASST ACCOUNTING MANAGER
ASST BLDG INSP MGR
ASST. CARETAKER
ASST CHIEF OF POLICE
ASST CITY ATTORNEY
ASST CITY CLERK
ASST CITY TREASURER
ASST COMM CENTER OPR MGR
ASST COOK
ASST DIR OF COMM CTR
ASST DIR OF PARKS/COMM SV
ASST DIR OF PLAN/DEVEL
ASST DIR OF PUBLIC WORKS
ASST DIR OF UTILITIES
ASST FLEET MANAGER
ASST LIB DIRECTOR
ASST NEIGHBORHOD SVCS MGR
ASST PROCTOR
ASST PUB SFTY CM MGR
ASST REVENUE MANAGER
ASST ST DIV MANAGER
ASST SUPT OF MAINT
ASST SUPT OF WSTEWTR FAC
ASST TO FACILITY MANAGER
ASST TO THE TRANS DIV MGR
ASST WTR & SWR DIST SUPT
AUX GOLF COURSE MARSHALL
BATT FIRE CHIEF
BOARD MEMBER
BOOK SHELVOR
BOX OFFICE SUPVR
BUDGET MANAGER
BUDGET TECHNICIAN

BLDG INSPECTIONS MGR
BLDG MAINT SUPT
BLDG PERMITS ADMIN
CAREER DEV COORD (EX)
CHIEF ANIMAL CONTROL OFF
CHIEF BLDG INSP
CHIEF ELECTRICAL INSP
CHIEF OF OFF-ST PK
CHIEF OF ON-ST PK
CHIEF PLUMBING INSP
CHIEF OF STREET MAINT
CHILD CARE ACTIVITY PROG
CHILD CARE COORDINATOR
CHILD CARE SITE COORD
CITIZENS ASST OFF
CITY ATTORNEY
CITY ATTORNEY OFC ADM OFF
CITY CLERK
CITY COUNCIL
CITY COUNCIL OFFIC SECY
CITY MANAGER
CITY MGR'S OFFIC SUPV
CITY TREASURER
CLERICAL ASST
COMM CENTER OPR MGR
COMM SYS MGR
COMM CTR FAC ADMIN
COMPUTER SVCS MGR
CONF OFFICE SUPVR
CONF SECRETARY
CONSTR CONTRACT OFF
CONTRACT COMPLIANCE OFF
CURATOR OF ART
CURATOR OF HISTORY
DEP CHIEF OF POLICE
DEP CITY ATTORNEY I
DEP CITY ATTORNEY II
DEP CITY ATTORNEY III
DEP CITY ATTORNEY IV
DEP CITY CLERK
DEP CITY MANAGER
DEP CITY TREAS OPERATION

DEP CITY TREASURER
DEP CITY TREASURER (SPCL)
DEP DIR OF PARKS/COMM SVS
CAMP AIDE
CAMP REC. LEADER
CARETAKER
CHARM & MODEL INSTR I
CHARM & MODEL INSTR II
DEP DIR OF PUB WKS
DEP LIB DIR
DEP SUPT OF WSTEWTR FAC
DEP SUPT WTR PROD FAC
DEPUTY TREASURER
DIR OF COMM CENTER
DIR COM & VISTR SRVCS
DIR OF DATA MANAGEMENT
DIR OF EMPL RELATIONS
DIR OF FINANCE
DIR INFO/COMM SRVCS
DIR OF PARKS/COMM SVCS
DIR OF SPECL PRJCTS
DIR OF HUMAN RESOURCES
DIR OF PLANNING/DEVELOP
DIR OF PUBLIC WORKS
DIR OF UTILITIES
EMERG SERVICES OFCR
EMERG SVCS COORD (EXEMPT)
EMPLOYEE RELATIONS REP I
EMPLOYEE RELATIONS REP II
ENERGY SYSTEMS COORD
ENG DIVISION MGR
ENVIRON SERVICES MANAGER
ENVIRON COORD
EQ BODY MECH (AR)
EVENT CROWD CONTROLLER
EVENTS DUTY PERSON
EVENTS USHER
EVENT SERVICES MANAGER
FACILITY MANAGER
FINANCIAL SYS MGR
FIRE BATT CHIEF
FIRE CHIEF
FIRE DEP CHIEF
FIRE DIVISION CHIEF
FIRE MARSHAL
FIRST COOK
FLEET MANAGER

FLOOD CON & SEW DIV MGR
GEO INFO SYS ADMIN
GOLF COURSE IRRIG.
GOLF MANAGER
GRADUATE LEGAL ASST
GRADUATE STUDENT TRN
HEAD EVENTS CROWD CONTROL
HISTORY CENTER ADMIN
HOST
HOUSING ADMIN
INFO SYS MGR
INTERNAL AUDIT ADMIN
INVESTMENT OFF I
INVESTMENT OFF II
LEGAL ASSISTANT
LEGAL SECRETARY
LEGAL SECRETARY II
LIB DIRECTOR
LIB IV
LIB SUP SVCS MGR
LIBRARY COMM REL COORD
LIFEGUARD
LOCKER ATTD
MANAGEMENT ANALYST I
MANAGEMENT ANALYST II
MANAGEMENT ANALYST III
MARINA AIDE
MAYOR
MAYOR/CC OFFICE RECEPTION
MAYOR/CC OFF MANAGER
METRO ARTS MANAGER
MGMT OFF OF COMM CTR/BUR
MIN WMN & SM BUS COORD
MUSEUM AND HISTORY MGR
MUSEUM ATTD
NEIGH SERV A-T-M
OPRNS & MAINT SUPT
PANTRY AID
PARKING ADMINISTRATOR
PARKS SUPT
PERSONNEL SVCS MGR
POLICE BACKGRND ASST
POLICE CAPTAIN
POLICE CHIEF
POLICE COMMANDER
POLICE DATA SVCS ADMIN
POLICE INFO OFFICER

POLICE RECORDS MNGR
POOL MANAGER
PRINCIPAL PLANNER
PROCURE SVCS MGR
PROP MGMT SEC ADMIN
PUBLIC INFO OFF
PUBLIC SAFETY COMMS MGR
RECREATION SUPT
RELIEF CLERICAL ASST (ABC)
RESERVE DISPATCHER
REVENUE MANAGER
RISK MANAGER
SCIENCE CENTER ADMIN
SECRETARY TO THE MAYOR
SCHOOL CROSSING GUARD
SECRETARY, CITY MGR OFFC
SOLID WASTE COLL SUPT
SOLID WASTE DISP SUPT
SOLID WASTE DIV MGR
SR ADMIN SVCS OFF
SR ARCHITECT
SR DEPUTY CITY ATTORNEY
SR EMPL RELATIONS REP
SR ENGINEER
SR LIFEGUARD
SR MGMT ANALYST
SR PERSONNEL ANALYST
SR PLANNER
SR SCHOOL CROSS GUARD
STAFF AIDE
STREET CON LBR TRN
STREET DIVISION MANAGER
SUPT OF EQUIP MAINT
SUPV ARCHITECT
SUPV ENGINEER
SUPV PERSONNEL ANALYST
SUPVG REAL PROP AGENT
SYSTEMS & PROG MANAGER
TECH SVCS MGR
TELECOMMUNICATIONS COORD
TRAF ENGINEER
TRAINING OFFICER
TRANSP DIV MGR
TREAS FIN SYS ANALYST
TSM PROGRAM ASSISTANT I
TYPIST CLERK I (EX)
TYPIST CLERK II (EX)
TYPIST CLERK (EX)
UCIS ADMINISTRATOR

WADING POOL LEADER
WATER DIVISION MANAGER
WATER WASTE INSPECTOR
ZOO CURATOR
ZOO MANAGER

APPENDIX C

PERSONNEL MANAGEMENT SERVICES
STATUS OF ELIGIBLE LIST
Current as of January 25, 1994

Exam No.	Title	Open/Promo	Date Est.	Date Exp.	Ranks	Analyst	Tech.
3483	***Acct-Aud I	Open	05/01/91	04/30/94	4	gg	cs
3482	**Acct-Aud III	Open	06/21/91	06/20/94	5	gg	cs
3501	**Account Clerk I	Open	07/23/91	07/22/94	4	gg	cs
3431	Account Clerk II	Open	01/03/91	01/02/94	26	bs	
3435	***Account Technician	City Only	02/11/91	02/10/94	12	gg	ke/cs
3538	**Admin. Technician	City Only	01/08/92	01/07/95	20	cp	dc
	Admin. Analyst I				(1) recall		
3447	**Admin. Analyst II	Open	05/30/91	05/29/94	10	lz	lz
3446	***Admin. Trainee	Open	02/15/91	02/14/95	29	lz	lz
3595	*Animal Care Tech.	Open	07/01/92	06/30/94	7	gg	hk
3402	***Arborist	Open	07/13/90	07/12/94	2	cp	dp
3469	**Arts Program Asst.	Open	11/08/91	11/07/94	5		
3574	*Arts Program Coord.	Open	05/06/92	05/05/94	6	gs	sc
3582	**Assoc. Civil Eng.						
	(Const. Mgmt.)	Open	04/27/92	04/26/94	4	bs	dc
3591	*Assoc. Civil Eng.						
	(Public Works)	Open	06/25/92	06/24/94	4	bs	dc
11012A	Assoc. Civil Eng.	Open	11/16/93	11/15/94	2	tw	dp
	(Structural)						
3566	**Assoc. Civil Eng.						
	(Transportation)	Open	03/23/92	03/22/94	4	tw	dc
3448	***Associate Curator						
	of Art	Open	01/29/91	01/28/95	3	cb	hk
3534	*Assoc. Planner	Open	10/30/91	10/29/94	6	cp	dc
	Asstistant Engineer						
3395	***Bldg. Insp. I (Elec.)	Open	05/31/90	05/30/94	23	bs	cp
3396	***Bldg. Insp. I (Plbg.)	Open	06/01/90	05/31/94	15	bs	cp
16011-93	Bldg. Insp. I (Bldg.)	Open	12/22/94	12/21/94	3	tw	dp
3588	*Bldg. Insp. III (Elec.)	Open	04/29/92	04/28/94	3	cp	dp
3588	*Bldg. Insp. III (Elec.)	City Only	04/29/92	04/28/94	3	cp	dp
3584	*Bldg. Insp. III (Hous.)	City	04/29/92	04/28/94	5	cp	dp
3584	*Bldg. Insp. III (Hous.)	Open	04/29/92	04/28/94	5	dp	cp
3504	**Bldg. Technician	Open	06/05/91	06/04/94	5	cp	dp
3543	**Buyer II	Open	12/17/91	12/16/94	3	bs	sc
3559	*Child Care Site						
	Activity Programmer	Open/City	06/30/92	06/29/94	5	cb	cj
3558	*Child Care Site						
	Coordinator	City	06/30/92	06/29/94	5	cb	cj
					(1) recall		
3606	*Child Care Asst.	City Only	10/12/92	10/11/94	4	cb	dc
3585	**Clerk I	City Only	04/21/92	04/20/95	4	gg	hk

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PERSONNEL MANAGEMENT SERVICES
STATUS OF ELIGIBLE LIST
Current as of January 25, 1994

No.	Title	Open/Promo	Date Est.	Date Exp.	Ranks	Analyst	Technician
3500	**Clerk II	Open	07/12/91	07/11/94	43	gg	cs
3604	*Community Center Attendant	Open	08/10/92	08/09/94	4	cb	cs
02036A	Comm Svc. Off.	Open	09/29/93	09/28/94	6	lz	
3593	*Construction Insp. I Costumer	Open	05/27/92	05/26/94	5	tw	dc
3443	***Cultural Fac. Attd.	Open	01/22/91	01/21/95	12	(1) recall cb	hk
3527	**Curator of Historical Exhibitions	Open	12/11/91	12/10/94	4	gs	hk
3369	#***Custodial Supvr	City Only	02/02/90	02/01/94	2	jw	cp
3600	*Custodian	City Only	06/16/92	06/15/94	3	gg	hk
					(1) recall		
3406	***Cust. Svc. Trnee	Open	10/01/90	09/30/94	12	bs	hh
3586	Dept. Data Analyst I	Open	05/28/92	05/27/94	5	bs	hk
16033A	Dispatcher III	City Only	05/05/93	05/04/94	6	cb	sc
3539E	#Dispatcher Recruit	Open	04/01/93	03/31/94	3	cb	sc
3539F	Dispatcher Recruit	Open	05/21/93	05/20/94	3	cp	sc
3539G	Dispatcher Recruit	Open	11/02/93	11/01/94	3	cb	sc
3539H	Dispatcher Recruit Dispatcher II	Open	08/12/93	08/11/94	3	cb	sc
					(1) reemployment		
3485	#**Electrician	Open	04/10/91	04/09/94	28	bs	sc
3496	**Engineering Aide I	Open	05/06/91	05/05/94	4	tw	hk
3539	*Engineering Tech. I	Open	05/21/92	05/20/94	3	tw	dc
3539	**Equipment Main. Supervisor	City Only	01/15/92	01/14/95	5	bs	sc
3547	**Equipment Operator	City Only	12/04/91	12/03/94	3	bs	sc
12006A	Equipment Svcwkr.	Open	07/30/93	07/29/94	5	bs	hk
					(1) reemployment		
12009A	Equip. Mech. I	Open	09/10/93	09/09/94	6	bs	hk
12003A	Equip. Mech. II	Open	09/10/93	09/09/94	3	bs	hk
3547	**Equipment Operator	City Only	12/04/91	12/03/94	3	tw	cj
3573	#*Exhibits Coordinator	Open	03/31/92	03/30/94	4	gs	sc
					(2) recall		
05050	*Fire Appar. Oper.	Promo	01/01/94	12/31/94	25	cp	hk
					(1) recall		
3608	*Fire Captain	Promo	12/29/92	12/28/94	51	dp	cp
3376	***Firefighter	Open	08/08/90	08/07/94	1085		hh
05067A	Fire Investigator I	Promo	06/03/93	06/02/94	3	cb	hk
05065A	*Fire Prevention Officer I	Open	11/02/92	11/01/94	6	cp	dp
3533	**General Helper	Open	10/03/91	10/02/94	3	bs	sc
17026A	GIS Analyst I	Open	10/18/93	10/17/94	4	bs	hk
3465	#**Golf Course Supvr.	Open	02/06/91	02/05/94	5	cb	hk

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Exam No.	Title	Open/Promo	Date Est.	Date Exp.	Ranks	Analyst	Technician
3552	*Greenskeeper	Open	03/10/92	03/09/94	7	cb	hk
3503	**Graphic Designer	Open	07/03/91	07/02/94	6	cp	sc
					(1) recall		
					(1) reemployment		
3450	***ID. Technician	Open	03/15/91	03/14/94	11	tv	cj
3491	***Instrument Tech.	Open	04/22/91	04/21/95	4	tw	cj
3592	*Jr. Architect	City Only	05/29/92	05/28/94	2	bs	cs
3563	*Jr. Engineer (Civil)	Open	04/20/92	04/19/94	7	gg	hk
3481	***Jr. Engineer (Elect)	Open	04/08/91	04/07/94	21	gg	cs
3601	*Jr. Landscape Arch.	Open	07/21/92	07/20/94	4	cb	hk
3587	*Jr. Planner	Open	06/29/92	06/28/94	5	cp	dp
	Librarian III				(1) recall		
3609	*Library Facility Coordinator	Open	10/07/92	10/06/94	4	gs	sc
3554	**Library Galleria Coordinator	Open	04/08/92	04/07/95	5	gs	sc
3599	*Library Technician		04/10/92	04/09/94	10	county	
3487	**Machinist Helper	Open	05/24/91	05/23/94	6	tw	cj
3506	**Machinist	Open	05/30/91	05/29/94	4	tw	cj
3488	**Machinist Supervisor	City Only	05/02/91	05/01/94	5	tw	dp
	Media & Computer Spec.				(1) recall		
3517	**Maintenance Worker	City Only	10/21/91	10/20/94	11	tw	dp
3545	**Motor Sweep Oper.	City Only	11/22/91	11/21/94	2	tw	cj
3526	**Museum Sec. Supv.	Open	12/19/91	12/18/94	5	gs	hk
	Museum Registrar				(1) recall		
3416	***Neighborhood Improvement Coord.	Open	09/17/90	09/16/94	10	lz	cp
3570	*Nuisance Abate. Off.	City Only	05/18/92	05/17/94	2	cp	dp
3570	*Nuisance Abate. Off.	Open	05/18/92	05/17/94	4	cp	dp
3529	**Office Supervisor	City Only	11/22/91	11/21/94	18	gg	dp
3371	***Park Equip. Oper.	City Only	02/27/90	02/26/94	7	cb	cs
					(1) recall		
3424	***Park Maint. Worker I	Open	10/09/90	10/08/94	20	cb	hh
3470	**Park Maint. Worker II	Promo	06/29/91	06/28/94	9	cb	hk
	Park Maint. Worker III				(1) recall		
3519	**Parking Lot Att'd. Collection Supv.	Relief Career	08/19/91	08/18/94	3	bs	sc
3467	**Parks Supervisor	City Only	05/08/91	05/07/94	5	cb	hk
3492	**Planning Technician	Open	05/08/91	05/07/94	4	cp	dp
3548	**Plant Operator I	Open	01/06/92	01/05/95	6	tw	cs
04003A	Plant Operator III	City Only	06/15/93	06/14/94	6	dp	bs

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Exam No.	Title	Open/Promo	Date Est.	Date Exp.	Ranks	Analyst	Technician
3537	#*Police Cadet	Open	04/24/92	04/23/94	7	lz	cs
16066A	*Police Clerk I	Open	03/22/93	03/21/95	17	hk	gg
	Police Clerk II				(3) reemployment		
3528	#*Police Lieutenant	Promo	02/13/92	02/12/94	24	lz	dp
	Police Officer				(1) reemployment		
3460	***Police Rec. Asst. I	Open	03/11/91	03/10/94	18	tv	cj
					(1) reemployment		
10053A	Prog. Analyst I	Open	11/15/93	11/14/94	2	bs	hk
10052A	*Programmer II	Open	11/10/93	11/09/94	3	bs	hk
3603	*Property Assistant	City Only	09/04/92	09/03/94	8	cb	sc
3497	**Rec. Supervisor	City Only	06/13/91	06/12/94	6	cb	hk
3610	*Recreation Leader	City Only	11/30/92	12/29/94	6	cb	dc
15032A	Refuse Collec. Supv.	City Only	07/02/93	07/01/94	6	bs	hk
3598	*Revenue Supervisor	City Only	07/17/92	07/16/94	3	bs	hk
3400	***Safety Specialist	Open	06/19/90	06/18/94	14	jw	dp
					(1) reemployment		
03662A	Sant. Wkr. I	City Only	12/7/93	12/6/94	9	bs	sc
03663A	Sant. Wkr. II	City Only	06/23/93	06/22/94	7	bs	hk
3583	*Sanitation Worker III	City Only	05/21/92	05/20/94	2	bs	sc
	Science Ed. Coord.				(1) recall		
3434	**Senior Cashier	City Only	12/19/90	12/18/94	9	gg	ke
32	***Senior Citizen's						
	Services Supervisor	Open	05/04/90	05/03/94	14	cb	gg
3569	#*Senior Customer						
	Service Rep.	City Only	03/17/92	03/16/94	4	gg	hk
10055A	#Senior Programmer						
	Analyst	Open	03/15/93	03/14/94	2	bs	dc
3535	*Senior Media						
	Product. Spec.	Open	11/22/91	11/21/94	4	gs	cs
3518	**Senior Parking Lot						
	Attendant	City Only	08/14/91	08/13/94	4	bs	sc
					(1) recall		
	Senior Parking Lot				(1) recall		
	Supervisor						
3472	***Senior Parks and						
	Recreation Supv.	City Only	03/25/91	03/24/95	12	cb	hk
3572	#*Senior Property						
	Assistant	City Only	04/21/92	04/20/94	3	gs	sc
3391	***Senior Recreation	Open	05/30/90	05/29/94	29	cb	dp
	Leader						
	Senior School Cross. Guard				(1) recall		

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PERSONNEL MANAGEMENT SERVICES
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3381	#***Senior Stationary Engineer	Open	04/10/90	04/06/94	9	cb	gg
3389	***Senior Tax/Permit Representative	City Only	05/29/90	05/28/94	12	bs	gg
03680A	*Senior Tree Trimmer	City Only	04/28/93	04/27/95	2	cb	sc
	Staff Aide (Animal Keeper)				(2) recall		
3575	#*Special Dist. Analyst	Open	03/23/92	03/22/94	2	gg	hk
06016A	*Stagehand I	Open	10/22/92	10/21/94	3	cb	cs
06017A	Stagehand II	City Only	06/25/93	06/24/94	1	gg	dp
3433	***Stores Clerk I	Open	01/23/91	01/22/95	30	gg	ke/dp/cs
					(1) reemployment		
3544	*Street Const. Labor.	Open	11/15/91	11/14/94	5	tw	cj
15039A	Supv. Dispatcher	City Only	06/04/93	06/03/94	3	bs	hk
3476	***Supv'g Graphic Designer	Open	02/27/91	02/26/95	3	tv	cj
15060A	Supv. ID Tech	City Only	06/16/93	06/15/94	5	cb	hk
3565	#*Supv'g Property Mgmt. Section	Open	03/17/92	03/16/94	2	gs	sc
3561	**Traffic Control & Light. Tech. I	Open	02/12/92	02/11/95	7	bs	sc
08002A	Traffic Leadworker	City Only	06/04/93	06/03/94	1	bs	hk
3516	**Traffic Worker I	City Only	08/07/91	08/06/94	3	bs	sc
3458	***Transp. Systems Mgt. Coordinator	Open	02/08/91	02/07/94	5	bs	sc
3576	**Tree Maint. Wkr. II	City Only	03/16/92	03/15/95	4	cb	cj
3579	Tree Trimmer I	Open	06/30/92	06/29/94	8	cb	cj
3553	*Tree Trimmer Supvr.	City Only	05/26/92	05/25/94	3	cb	cj
3580	*Tree Trimmer Trainee	Open	06/30/92	06/29/94	16	cb	cj
3471	***Typist Clerk I	Open	03/26/91	03/25/94	27	gg	ke/cs
3564	*Typist Clerk II	Open	05/04/92	05/03/94	25	gg	hk
					(3) reemployment		
	Typist Clerk II (Conf.)				(1) recall		
	Typist Clerk III (Conf.)				(2) recall		
3489	**Typist Clerk III	Open	07/01/91	06/30/94	4	gg	cs
		City	07/01/91	06/30/94	4	gg	cs
					(1) reemployment		
12013-93	Veh. Pool Svcwkr.	City Only	12/21/93	12/22/94	5	cb	hk
07002A	Wtr. & Sew. Ldwkr.	City	06/29/93	06/28/94	5	tw	dp
07003A	Wtr. & Sew. Supv.	Promo	10/26/93	10/25/94	21	bs	dp
3571	*Wa. Quality Lab Tech.	Open	04/21/92	04/20/95	2	tw	dc
3596	Water Waste Insp.	Open	06/02/92	05/31/94	6	tw	dc
3392	Wk. Comp. Clm. Rp. Trne.	Open	07/20/90	07/19/94	35	jw	cp
3522	**Zoo Attendant	Open	11/21/91	11/20/94	7	cb	cj

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