

EEOP Utilization Report



December 2021

Policy Statement:

The Victoria Police Department is an equal opportunity employer and as such treats each person as an individual. The Victoria Police Department prohibits discrimination in all phases of the employer/employee relationship. This includes discrimination against or in favor of any applicant or employee because of age, gender, marital status, pregnancy, race, creed, color, national origin, physical impairment, political affiliation, religious opinions, or veteran.

Step 1: Narrative Underutilizing Analysis

Using the Utilization Analysis Chart which is comprised of the eight job categories set forth by EEOC and reflects the Victoria Police Department's (VPD) workforce compared to the relevant labor market (RLM), the following observations were found:

Given the small numbers in the job categories Officials/Administrators (0), Professionals (5), Technicians (3), Skilled Craft (0), and Service Maintenance (0), it is difficult to interpret the level of underutilization in each job category as significant in relation to the relevant community labor market; nonetheless, it is noteworthy to address:

(Protective Services: Sworn-Officials) there is an underutilization of Hispanic females (-8.2%). While (Sworn-Patrol/Detectives) reflects an underutilization of White females (-15.4%), Hispanics females (-11.8%), and Black females (-3.3%).

In keeping with the VPD's commitment to having a workforce that reflects the community it services, the VPD will examine its recruitment and retention practices to attract Hispanic, Black, and White females entry-level patrol officer positions.

Step 2: Objective and Steps

A. Identify any barriers in recruitment that might deter Hispanic, Black, and White females from applying for entry-level Police officer positions.

- a. The VPD will meet with female recruits to find out how they learned about the opportunity to become a VPD officer. The VPD will also ascertain if there is anything in the recruitment or training process which may be adjusted to encourage more females to apply. Based on their feedback, the VPD will reexamine its recruiting and training efforts and develop a revised outreach program prior to the next recruitment cycle.
- b. Building on VPD's already established policy to conduct exit interviews with all employees who voluntarily leave the police department, the VPD will review the comments from all female officers to determine any ways to improve its recruitment and retention of female officers.

B. Target Hispanic, White, and Black females in police recruitment campaigns.

- a. To attract female recruits, the VPD's recruiting officer will attend job fairs and career days in the community.
- b. The VPD's recruitment team (including, if possible, at least one female officer) will also attend area police academies in effort to attract female recruits.
- c. The VPD recruitment team will highlight career opportunities for female officers.
- d. The VPD recruitment team has started a campaign using a stand-up life size photo of a Hispanic female VPD officer with the caption "This could be you!" to target female minority officers. The campaign will be placed in conspicuous locations around the local area.

Step 3: Internal Dissemination

1. Distribute a hard copy of the EEOP Utilization Report to all Supervisors.
2. Send an email and hard copy memorandum to all employees, to let them know that a copy of the EEOP Utilization Report is available upon request.

Step 4: External Dissemination

1. Post a copy of the EEOP Utilization Report on the VPD website.
2. Include on all job announcements for VPD positions that applicant may obtain a copy of the VPD's EEOP Utilization Report upon request.

Work Force Analysis by Job Category

Officials / Administrators	VICTORIA POLICE DEPARTMENT														
	OVERALL TOTALS (SUM OF COL. B THRU Q) A	MALE							FEMALES						
		WHITE B	HISPANIC OR LATINO C	BLACK OR AFRICAN AMERICAN D	AMERICAN INDIAN OR ALASKA NATIVE E	ASIAN F	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER G	TWO OR MORE RACES H	WHITE J	HISPANIC OR LATINO K	BLACK OR AFRICAN AMERICAN L	AMERICAN INDIAN OR ALASKA NATIVE M	ASIAN N	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER O	TWO OR MORE RACES P
The Department Employs no one in this Job Category. 1	0 0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
TOTAL	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%

Professional	VICTORIA POLICE DEPARTMENT														
	OVERALL TOTALS (SUM OF COL. B THRU Q) A	MALE							FEMALES						
		WHITE B	HISPANIC OR LATINO C	BLACK OR AFRICAN AMERICAN D	AMERICAN INDIAN OR ALASKA NATIVE E	ASIAN F	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER G	TWO OR MORE RACES H	WHITE J	HISPANIC OR LATINO K	BLACK OR AFRICAN AMERICAN L	AMERICAN INDIAN OR ALASKA NATIVE M	ASIAN N	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER O	TWO OR MORE RACES P
Police Records Supervisor 1	1 100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	1 100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Case Preparation Supervisor 2	1 100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	1 100.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Crime Victim Liaison 3	1 100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	1 100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Crime Analyst 4	1 100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	1 100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Public Safety Comm. Mgr. 5	1 100.0%	1 100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
TOTAL	5 100.0%	1 20.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	3 60.0%	1 20.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%

Technicians	VICTORIA POLICE DEPARTMENT														
	OVERALL TOTALS (SUM OF COL. B THRU Q)	MALE							FEMALES						
		WHITE	HISPANIC OR LATINO	BLACK OR AFRICAN AMERICAN	AMERICAN INDIAN OR ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	TWO OR MORE RACES	WHITE	HISPANIC OR LATINO	BLACK OR AFRICAN AMERICAN	AMERICAN INDIAN OR ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	TWO OR MORE RACES
Crime Scene Technician	3 100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	1 33.3%	2 66.7%	0.0%	0.0%	0.0%	0.0%	0.0%
TOTAL	3 100.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	1 33.3%	2 66.7%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%

Protective Service: Sworn (Officials*)	VICTORIA POLICE DEPARTMENT														
	OVERALL TOTALS (SUM OF COL. B THRU Q)	MALE							FEMALES						
		WHITE	HISPANIC OR LATINO	BLACK OR AFRICAN AMERICAN	AMERICAN INDIAN OR ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	TWO OR MORE RACES	WHITE	HISPANIC OR LATINO	BLACK OR AFRICAN AMERICAN	AMERICAN INDIAN OR ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	TWO OR MORE RACES
Police Chief	1 100.0%	0.0%	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Deputy Chief	1 100.0%	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Captain	3 100.0%	66.7%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	1 33.3%	0.0%	0.0%	0.0%	0.0%	0.0%
Lieutenant	6 100.0%	66.7%	33.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Sergeant	18 100.0%	66.7%	27.8%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	1 5.6%	0.0%	0.0%	0.0%	0.0%	0.0%
TOTAL	29 100.0%	19 65.5%	8 27.6%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	2 6.9%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%

* Includes Police Chief, Assistant Police Chiefs, Lieutenants & Sergeants

VICTORIA POLICE DEPARTMENT															
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Protective Service: Sworn (Police Officers)	OVERALL TOTALS (SUM OF COL. B THRU Q) A	MALE							FEMALES						
		WHITE B	HISPANIC OR LATINO C	BLACK OR AFRICAN AMERICAN D	AMERICAN INDIAN OR ALASKA NATIVE E	ASIAN F	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER G	TWO OR MORE RACES H	WHITE J	HISPANIC OR LATINO K	BLACK OR AFRICAN AMERICAN L	AMERICAN INDIAN OR ALASKA NATIVE M	ASIAN N	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER O	TWO OR MORE RACES P
Police Officers** 1	97 100.0%	46 47.4%	28 28.9%	2 2.1%	0 0.0%	0 0.0%	2 2.1%	0 0.0%	14 14.4%	5 5.2%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%
TOTAL	97 100.0%	46 47.4%	28 28.9%	2 2.1%	0 0.0%	0 0.0%	2 2.1%	0 0.0%	14 14.4%	5 5.2%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%

** Includes Patrol Officers, Agents & Detectives

Protective Service: Non-Sworn	VICTORIA POLICE DEPARTMENT														
	OVERALL TOTALS (SUM OF COL. B THRU Q) A	MALE							FEMALES						
WHITE B		HISPANIC OR LATINO C	BLACK OR AFRICAN AMERICAN D	AMERICAN INDIAN OR ALASKA NATIVE E	ASIAN F	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER G	TWO OR MORE RACES H	WHITE J	HISPANIC OR LATINO K	BLACK OR AFRICAN AMERICAN L	AMERICAN INDIAN OR ALASKA NATIVE M	ASIAN N	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER O	TWO OR MORE RACES P	
The Department Employs no one in this Job Category. 1	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%
TOTAL	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%

Administrative Support	VICTORIA POLICE DEPARTMENT														
	OVERALL TOTALS (SUM OF COL. B THRU Q) A	MALE							FEMALES						
WHITE B		HISPANIC OR LATINO C	BLACK OR AFRICAN AMERICAN D	AMERICAN INDIAN OR ALASKA NATIVE E	ASIAN F	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER G	TWO OR MORE RACES H	WHITE J	HISPANIC OR LATINO K	BLACK OR AFRICAN AMERICAN L	AMERICAN INDIAN OR ALASKA NATIVE M	ASIAN N	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER O	TWO OR MORE RACES P	
Administrative Assistant 1	1 100.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	1 100.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%
Bldg. & Supplies Manager 2	1 100.0%	1 100.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%
Case Preparation Specialist 3	2								2						

		100.0 %	47.2 %	43.4 %	4.4%	0.0%	0.0 %	0.0%	0.0 %	1.2%	3.8%	0.0%	0.0%	0.0 %	0.0%	0.0 %
Service / Maintenance	9	11,990	2,385	3,500	635	0	30	0	25	2,070	2,730	530	0	30	0	55
		100.0 %	19.9 %	29.2 %	5.3%	0.0%	0.3 %	0.0%	0.2 %	17.3 %	22.8%	4.4%	0.0%	0.3 %	0.0%	0.5 %
TOTAL	10	100,927	28,146	19,172	2,925	48	384	46	228	27,321	18,314	3,227	121	533	3	459
		100.0 %	27.9 %	19.0 %	2.9%	0.0%	0.4 %	0.0%	0.2 %	27.1 %	18.1%	3.2%	0.1%	0.5 %	0.0%	0.5 %

* All data EXCEPT "Patrol Officers & Detectives" taken from ACS EEO estimates for Victoria MSA

** Includes Police Chief, Assistant Police Chief, Captains, Lieutenants, & Sergeants

*** U.S. Census Bureau, 2015-2019 American Community Survey 5-Year Estimates (High School Education Data)

Utilization Analysis (% Work Force vs. % RLMS)

JOB CATEGORIES		VICTORIA POLICE DEPARTMENT															
		OVERALL TOTALS (SUM OF COL. B THRU Q) A	MALE							FEMALES							
			WHITE B	HISPANIC OR LATINO C	BLACK OR AFRICAN AMERICAN D	AMERICAN INDIAN OR ALASKA NATIVE E	ASIAN F	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER G	TWO OR MORE RACES H	WHITE J	HISPANIC OR LATINO K	BLACK OR AFRICAN AMERICAN L	AMERICAN INDIAN OR ALASKA NATIVE M	ASIAN N	NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER O	TWO OR MORE RACES P	
Officials / Administrators	1	Work Force	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
	RLM	100.0%	39.3 %	19.1%	1.1%	0.0%	1.0%	0.0%	0.8%	19.1 %	14.5%	2.4%	0.0%	0.8%	0.0%	1.8%	
	Utilization		-39.3 %	-19.1%	-1.1%	0.0%	-1.0%	0.0%	-0.8%	19.1 %	-14.5%	-2.4%	0.0%	-0.8%	0.0%	-1.8%	
Professional	2	Work Force	100.0%	20.0 %	0.0%	0.0%	0.0%	0.0%	0.0%	60.0 %	20.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
	RLM	100.0%	23.4 %	8.3%	1.3%	0.0%	1.0%	0.0%	0.2%	46.2 %	12.6%	4.2%	0.5%	0.7%	0.0%	1.6%	
	Utilization		-3.4%	-8.3%	-1.3%	0.0%	-1.0%	0.0%	-0.2%	13.8 %	7.4%	-4.2%	-0.5%	-0.7%	0.0%	-1.6%	
Technicians	3	Work Force	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	33.3 %	66.7%	0.0%	0.0%	0.0%	0.0%	0.0%	
	RLM	100.0%	36.9 %	26.9%	1.8%	0.0%	0.3%	0.0%	0.0%	13.9 %	19.3%	0.9%	0.0%	0.0%	0.0%	0.0%	
	Utilization		-36.9 %	-26.9%	-1.8%	0.0%	-0.3%	0.0%	0.0%	19.4 %	47.3%	-0.9%	0.0%	0.0%	0.0%	0.0%	
Protective Service: Sworn	Officials*	4	Work Force	100.0%	65.5 %	27.6%	0.0%	0.0%	0.0%	0.0%	0.0%	6.9%	0.0%	0.0%	0.0%	0.0%	0.0%
		RLM	100.0%	46.4 %	29.5%	2.4%	0.0%	0.0%	0.0%	3.0%	3.6%	15.1%	0.0%	0.0%	0.0%	0.0%	0.0%
		Utilization		19.1 %	-1.9%	-2.4%	0.0%	0.0%	0.0%	-3.0%	-3.6%	-8.2%	0.0%	0.0%	0.0%	0.0%	0.0%

	Patrol Officers & Detectives	5	Work Force	100.0%	47.4%	28.9%	2.1%	0.0%	0.0%	2.1%	0.0%	14.4%	5.2%	0.0%	0.0%	0.0%	0.0%		
			RLM	100.0%	28.8%	16.4%	2.9%	0.1%	0.4%	0.1%	0.2%	29.8%	17.0%	3.3%	0.1%	0.7%	0.0%	0.3%	
			Utilization		18.7%	12.5%	-0.8%	-0.1%	-0.4%	2.0%	-0.2%	-	15.4%	-11.8%	-3.3%	-0.1%	-0.7%	0.0%	-0.3%
Protective Service: Non-sworn		6	Work Force	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
			RLM	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
			Utilization		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	-	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Administrative Support		7	Work Force	100.0%	6.1%	3.0%	0.0%	0.0%	0.0%	0.0%	0.0%	57.6%	30.3%	3.0%	0.0%	0.0%	0.0%	0.0%	
			RLM	100.0%	17.2%	13.5%	2.0%	0.0%	0.0%	0.0%	0.3%	33.0%	29.7%	3.7%	0.0%	0.1%	0.0%	0.5%	
			Utilization		-	11.2%	-10.5%	-2.0%	0.0%	0.0%	0.0%	-0.3%	24.6%	0.6%	-0.7%	0.0%	-0.1%	0.0%	-0.5%
Skilled Craft		8	Work Force	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
			RLM	100.0%	47.2%	43.4%	4.4%	0.0%	0.0%	0.0%	0.0%	1.2%	3.8%	0.0%	0.0%	0.0%	0.0%	0.0%	
			Utilization		-	47.2%	-43.4%	-4.4%	0.0%	0.0%	0.0%	0.0%	-1.2%	-3.8%	0.0%	0.0%	0.0%	0.0%	0.0%
Service / Maintenance		9	Work Force	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
			RLM	100.0%	19.9%	29.2%	5.3%	0.0%	0.3%	0.0%	0.2%	17.3%	22.8%	4.4%	0.0%	0.3%	0.0%	0.5%	
			Utilization		-	19.9%	-29.2%	-5.3%	0.0%	-0.3%	0.0%	-0.2%	17.3%	-22.8%	-4.4%	0.0%	-0.3%	0.0%	-0.5%
TOTAL		10	Work Force	100.0%	40.7%	22.2%	1.2%	0.0%	0.0%	1.2%	0.0%	22.2%	12.0%	0.6%	0.0%	0.0%	0.0%	0.0%	
			RLM	100.0%	27.9%	19.0%	2.9%	0.0%	0.4%	0.0%	0.2%	27.1%	18.1%	3.2%	0.1%	0.5%	0.0%	0.5%	
			Utilization		12.8%	3.2%	-1.7%	0.0%	-0.4%	1.2%	-0.2%	-4.9%	-6.2%	-2.6%	-0.1%	-0.5%	0.0%	-0.5%	
Total employment reported in previous EEO-4 report		11	Work Force	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
			RLM	100.0%	27.9%	19.0%	2.9%	0.0%	0.4%	0.0%	0.2%	27.1%	18.1%	3.2%	0.1%	0.5%	0.0%	0.5%	
			Utilization		-	27.9%	-19.0%	-2.9%	0.0%	-0.4%	0.0%	-0.2%	27.1%	-18.1%	-3.2%	-0.1%	-0.5%	0.0%	-0.5%

* Includes Police Chief, Assistant Police Chief, Captains, Lieutenants, & Sergeants