PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL) – COURT SERVICES WORKFORCE

			MALE					FEMALE				
Job Category		**TOTAL**	**B**	**W**	**H**	**A/PI**	**AI/AN**	**B**	**W**	**H**	**A/PI**	**AI/AN**
Officials/Administrators		5 100%	0 0%	4 80%	0 0%	0 0%	0 0%	0 0%	1 20%	0 0%	0 0%	0 0%
Professionals		131 100%	8 6.106%	37 28.244%	7 5.343%	1 .763%	0 0%	10 7.633%	64 48.854%	3 2.29%	1 .763%	0 0
Technicians		Court Services does not have any employees in this job category										
Protective Services	Sworn	Court Services does not have any employees in this job category										
	Non-Sworn	Court Services does not have any employees in this job category										
Para-Professional		THIS CATEGORY NO LONGER EXISTS IN THE 2000 CENSUS DATA										
Office/Clerical		23 100%	0 0%	1 4.347%	0 0%	0 0%	0 0%	1 4.347%	15 65.217%	6 26.086%	0 0%	0 0%
Skilled Craft		Court Services does not have any employees in this job category										
Service/Maintenance		4 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	4 100%	0 0%	0 0%	0 0%

KEY

B - Black
W - White
H - Hispanic

A/PI - Asian or Pacific Islander
AI/AN - American Indian or Alaskan Native

PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL) – COURT SERVICES UTILIZATION ANALYSIS

JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		MALE White	MALE Black	MALE Hispanic	MALE Asian	MALE American Indian	FEMALE White	FEMALE Black	FEMALE Hispanic	FEMALE Asian	FEMALE American Indian
OFFICIALS/EXECUTIVE Workforce #/% CLS #/% Utilization %		80% 59.3% 20.7%	0% 1.8% -1.8%	0% 3.1% -3.1%	0% .7% -.7%	0% 0% 0%	20% 29.8% -9.8 %	0% 1.4% -1.4%	0% 2.6% -2.6%	0% .5% -.5%	0% 0% 0%
PROFESSIONALS Workforce #/% CLS #/% Utilization %		28.244% 41.2% -12.956%	6.106% 1.4% 4.706%	5.343% 2.3% 3.043%	.763% 1.6% -.837%	0% 0% 0%	48.854% 47.1% 1.754%	7.633% 1.9% 5.733%	2.29% 2.4% -.11%	.763% 1.4% -.637	0% .1% -.1%
TECHNICIANS Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									
PROTECTIVE SERVICES	SWORN Workforce #/% CLS #/% Utilization %	NOT APPLICABLE									
	NON-SWORN Workforce #/% Civ. Labor Force #/% Utilization %	NOT APPLICABLE									
PARA-PROFESSIONAL Workforce CLS #/% Utilization		THIS CATEGORY NO LONGER EXISTS IN THE 2000 CENSUS DATA									
OFFICE/CLERICAL Workforce CLS #/% Utilization		4.34% 25.9% -21.56%	0% 1.4% -1.4 %	0% 5% -5%	0% .7% -.7%	0% .1% -.1%	65.217% 52.8% 12.417%	4.347% 3.5% .847%	26.086% 8.9% 17.186%	0% .7% -.7%	0% .1% -.1%
SKILLED CRAFT Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									
SVCS/MAINTENANCE Workforce #/% CLS #/% Utilization %		0% 28.4% -28.4%	0% 3.3% -3.3%	0% 27.9% -27.9%	0% .9% -.9%	0% .1% -.1%	100% 19.7% 80.3%	0% 2.9% -2.9%	0% 14.6% -14.6%	0% .1% -.1%	0% .9% -.9%

STEP 4B: NARRATIVE UTILIZATION ANALYSIS

A comparison of Court Service's workforce to the community labor statistics for Kane County indicates underutilization of males in all categories except Black and Hispanic professionals and white executives. The professional category shows underutilization to a very small degree in Hispanic, Asian, and American Indian female populations (-.2, -.4, and -.1, respectively.) For the professional category, the largest discrepancy is the underutilization of white males (-13.2)

In the office/clerical category, males are underutilized in every racial category, with the largest discrepancy applying to white males (-21.6). Asian and American Indians are slightly underutilized in the clerical category for females (-.7 and -.1).

In the Service/Maintenance category, the only category represented is white female. This category reflects a total of four positions serving as cooks at the Juvenile Justice Center.

The Official category illustrates an underutilization of all minorities and women. This represents a total of 5 positions, of which only one is a white female, with the balance being white males.

After reviewing the results of the underutilization analysis, the Department has identified the need to actively recruit more males for professional, clerical, and service positions. The Department strives to promote individuals from within, and it is likely that the underutilization of minorities and women in upper management could resolve based upon the makeup of the professional workforce from which these positions are drawn.

It has long been recognized that recruitment and retention of white males for the available positions is difficult. The pay for a probation officer, which requires a minimum of a Bachelor's degree, is relatively low when compared to other professions in the criminal justice field. Many of the male candidates aspire to gain experience with our Department and move on to positions in law enforcement. Those who aspire to actual law enforcement positions often view probation as a social service position, making retention of these individuals difficult.

STEP 5: OBJECTIVES

Court Services is committed to making its workforce profiles more closely reflect the available labor force in the community. Based upon the results of the underutilization analysis, Court Services has established the following objectives:

- The Department has done well in recruiting Blacks and Hispanics for professional positions, and the goal will be to continue to target these populations in the hiring

process. The Department will attempt to recruit qualified minority staff for the service positions.

- Court Services will endeavor to recruit males in line staff categories and promote females and minorities to management positions.

STEP 6: STEPS TO ACHIEVE OBJECTIVES

The following steps will be taken to address the underutilization of males in line staff categories and minorities in the service category:

- Continue to attend career fairs at Western Illinois University and Northern Illinois University
- Seek new methods to recruit male employees
- Review recruitment and retention efforts and apply information derived from exit interviews in an effort to improve retention
- Continue to post all openings on the county website
- Provide opportunities for management training to supervisory level personnel to develop future managers and improve diversity in the management group.
- Provide job postings to organizations that reach the target population.

STEP 7: DISSEMINATION

- We will continue to include the statement "EEO Employer/Program. Auxiliary aids are available to individuals with disabilities upon request" on all job postings, and notification will be provided as to where applicants for positions can obtain a copy of the plan.
- The EEO Plan will be posted on the Department's "Public Documents" directory, which is available to all current employees of the Department, and supervisors will notify staff of the location and purpose of the plan
- All new employees will be provided with information on the EEO Plan during orientation
- The EEO Plan will be posted prominently on bulletin boards in each unit of the Department
- The Director of Human Resources for Kane County will be provided with the plan for dissemination to any interested parties.