PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL) – 2007 COUNTY BOARD WORKFORCE

			MALE					FEMALE				
Job Category		**TOTAL**	**B**	**W**	**H**	**A/PI**	**AI/AN**	**B**	**W**	**H**	**A/PI**	**AI/AN**
Officials/Administrators		27 100%	2 7.407%	15 55.555%	1 3.703%	0 0%	0 0%	0 0%	8 29.629%	1 3.703%	0 0%	0 0%
Professionals		2 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	2 100%	0 0%	0 0%	0 0%
Technicians		The Kane County Board does not have any employees in this job category										
Protective Services	Sworn	The Kane County Board does not have any employees in this job category										
	Non-Sworn	The Kane County Board does not have any employees in this job category										
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		3 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	3 100%	0 0%	0 0%	0 0%
Skilled Craft		The Kane County Board does not have any employees in this job category										
Service/Maintenance		The Kane County Board does not have any employees in this job category										

08/28/07

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 (EXCLUDING ELECTED OFFICIALS) – 2007 KANE COUNTY BOARD 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 %		55.555% 59.3% -3.745%	7.407% 1.8% 5.607%	3.703% 3.1% .603%	0% .7% -.7%	0% 0% 0%	29.629% 29.8% -.171%	0% 1.4% -1.4%	3.703% 2.6% 1.103%	0% .5% -.5%	0% 0% 0%
PROFESSIONALS Workforce #/% CLS #/% Utilization %		0% 41.2% -41.2%	0% 1.4% -1.4%	0% 2.3% -2.3%	0% 1.6% -1.6%	0% .1% -.1%	100% 47.1% 52.9%	0% 1.9% -1.9%	0% 2.4% -2.4%	0% 1.4% -1.4%	0% .1% -.1%
TECHNICIANS Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									
PROTECTIVE SERVICES	SWORN Workforce #/% CLS #/% Utilization %	NOT APPLICABLE									
	NON-SWORN Workforce #/% CLS #/% Utilization %	NOT APPLICABLE									
PARA-PROFESSIONAL Workforce CLS #/% Utilization		THIS CATEGORY NO LONGER EXISTS IN THE 2000 CENSUS DATA									
OFFICE/CLERICAL Workforce CLS #/% Utilization		0% 25.9% -25.9%	0% 1.4% -1.4%	0% 5% -5%	0% .7% -.7%	0% .1% -.1%	100% 52.8% 47.2%	0% 3.5% -3.5%	0% 8.9% -8.9%	0% .7% -.7%	0% .1% -.1%
SKILLED CRAFT Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									
SVCS/MAINTENANCE Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									

9/13/07

NARRATIVE
COUNTY BOARD DEPARTMENT

UTILIZATION ANALYSIS

A comparison of the Kane County Board Department to the Community Labor Statistics in the area of Officials/Executive shows underutilization of white males in this category (-3.745%) and to a much lesser degree, Hispanic males (-.603%). The statistical data shows that male minorities in every category are under-utilized, however there have been improvements over the previous year.

In Office/Clerical, the largest utilization discrepancy is white males (-25.9%). On the other hand, white females represent the largest utilized group of employees in this category. Black females (-3.5%) and Hispanic females (-8.9%) are poorly utilized as are other female minorities.

After reviewing the results of the underutilization analysis, the County Board Department acknowledges the need to encourage more minority men and women to run for elected office. Of the 26 County Board Members elected at large by registered voters, 18 are males. Of those, two are black and one is Hispanic. During this reporting period, there was one Hispanic female among the 9 female County Board Members.

The Department also recognizes the need to actively recruit more males and minority groups for Office/Clerical positions as they occur. White males have been interviewed for vacant positions in the Office/Clerical positions. Salary may be a factor for males or other heads of household in this category as they may aspire to greater salary ranges than what is currently offered.

OBJECTIVES

Individuals holding public office must be in a position to make a certain commitment in terms of time. Those holding full-time positions outside of the government arena may have a difficult time with this despite their interest in community service. This may have some bearing on any decision to run. Nonetheless, the Central Committees of the local political parties will be encouraged to consider endorsing minority candidates, both male and female. The final decision to run for public office or not to run is up to the candidate.

With respect to Office/Clerical, a conscious effort will be made to consider all genders and races for vacant positions. Postings of vacancies will continue in-house, via e-mail and on the county's website, and in local newspapers such as the *Kane County Chronicle, Beacon News,* or the *Daily Herald.* In-House postings are prominently displayed on the department bulletin board. Recruitment efforts will utilize language reflective of the fact that the County Board Office does not discriminate in terms of gender or race. Department employees will continue to be encouraged to pursue educational training to develop and enhance personal job skills and to prepare them for supplementary and new job tasks.

DISCIPLINARY ACTIONS

None.

PROMOTIONS/TRANSFERS

One (1) promotion.

Office/Clerical	White Female	to Administrative Officer III

EMPLOYMENT PRACTICES

When seeking Office/Clerical staff, the County Board Department utilizes the Employment Application forms prepared by the Kane County Human Resources Department and asks for assistance from the HRD in screening applications, whether new or on file. The HRD has conveyed a willingness to handle print ads, if requested. Office/Clerical testing has not, to date, been requested. Job Performance evaluations are done on an annual basis, or if necessary, on a more frequent basis when indicated. The County Board Department utilizes all other forms as prepared by the Human Resources Department that relate to employees and job performance.