PART I. COUNTY OF KANE (NON ELECTED DEPARTMENT) – 2007 FINANCE WORKFORCE

Job Category		TOTAL	MALE B	MALE W	MALE H	MALE A/PI	MALE AI/AN	FEMALE B	FEMALE W	FEMALE H	FEMALE A/PI	FEMALE AI/AN
Officials/Administrators		1 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	1 100%	0 0%	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 Finance Department does not have any employees in this job category										
Protective Services	Sworn	The Finance Department does not have any employees in this job category										
	Non-Sworn	The Finance Department 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%	1 33.333%	0 0%	0 0%	2 66.666%	0 0%	0 0%	0 0%
Skilled Craft		The Finance Department does not have any employees in this job category										
Service/Maintenance		The Finance Department does not have any employees in this job category										

08/23/07

KEY

B - Black
W - White
H - Hispanic
A/PI - Asian or Pacific Islander
AI/AN - American Indian or Alaskan Native

PART I. COUNTY OF KANE (NON ELECTED DEPARTMENT) - 2007 FINANCE 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 %		0% 59.3% -59.3%	0% 1.8% -1.8%	0% 3.1% -3.1%	0% .7% -.7%	0% 0% 0%	100% 29.8% 70.2%	0% 1.4% -1.4%	0% 2.6% -2.6%	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%	33.333% .7% 32.633%	0% .1% -.1%	66.666% 52.8% 13.866%	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									

9/14/07

KANE COUNTY FINANCE DEPARTMENT
EEOP ANALYSIS
NARRATIVE UTILITZATION ANALYSIS-2007

A comparison of the Finance Department's workforce to the community labor statistics for Kane County indicates underutilization of specific Race/Ethnic categories in seven Job Group Categories. It is the opinion of the department administration that in part, these discrepancies exist largely due to the small population of employees. In total, this department employs six individuals.

Specifically, White Males are underutilized in all three Job Group Categories within the department. Currently there are no White Males employed within this department and therefore, the reason for the discrepancy.

Discrepancies exist from the Hispanic population within the Male Officials/Executive and Office/Clerical categories as well as the Female Office/Clerical category. At this time, there is no known reason for this discrepancy other than the fact that there are no Hispanics employed within the department.

Finally, a discrepancy exists within the Black Female Office/Clerical category. As suggested above, there is no known reason for this discrepancy.

After reviewing the results of the underutilization analysis, the Finance Department has identified the need to actively recruit more male and female Hispanics within the Office/Clerical job category, as well as male Hispanics for the Officials/Executive job category. Additionally, Black Females should be actively recruited for positions within the Office/Clerical job category.

It has been long recognized that recruitment and retention of white males for the few available positions has been difficult. Again, this is likely due to the historically low pay range offered within these job categories as compared to the more competitive salaries paid within the northern Illinois region.

KANE COUNTY FINANCE DEPARTMENT
EEOP ANALYSIS-2007

Disciplinary Actions
Two written reprimands have been issued to employees within the Finance Department within the current fiscal year. Both employees were white females.

Promotions/Transfers
During the current fiscal year, a white female within the Office/Clerical category applied for and was promoted to a position within the Professionals category.

Employment Policies and Practices
The Finance Department uses employment practices and policies described within the Kane County Personnel Policy Handbook.

Job Opening Publications
The Finance Department uses, but is not limited to the following for employee recruitment:

- Illinois Government Finance Officers Association Newsletter and Website
- Government Finance Officers Association Newsletter and Website
- Illinois City Manager's Association Newsletter and Website
- International City Manager's Association Newsletter and Website
- Illinois CPA Society Newsletter and Website