

County of Kane
2008 Equal Employment Opportunity Plan
Executive Summary

Preface

The County of Kane has created this Equal Employment Opportunity Plan in order to comply with U.S. Department of Justice regulations. The purpose of an Equal Opportunity Plan (EEO) is to insure full and equal participation of men and women regardless of race or national origin in the workforce of the recipient agency. A *recipient agency* is defined as any State or local unit of government or agency thereof, and any private entity, institution, or organization, to which Office of Justice Programs (OJP) financial assistance is extended directly or through such government or private entity. Recipient agencies that meet all of the following criteria are required to maintain an EEO on file for review by OJP, if requested (see 28 CFR 42.301 et. Seq.):

- i. Has 50 or more employees; and
- ii. Received a total of \$25,000 or more in grants or subgrants; and
- iii. Have 3 percent or more minorities in service population

An EEO is a comprehensive document that analyzes the agency's workforce in comparison to its relevant labor market data and all agency employment practices to determine their impact on the basis of race, sex, or national origin. The EEO includes a written analysis that:

- provides a statistical profile of the internal workforce by race, sex and national origin
- identifies problems in employment practices and procedures
- specifies corrective action
- forms the basis of ongoing evaluation

Introduction

The County of Kane (Kane County) was organized under township form of government in 1836. It is not a home rule county. The Illinois Constitution limits the powers of non-home rule counties to the powers granted to them by law. Kane County is divided into twenty-six (26) districts. Each district elects a representative to the Kane County Board. The County Board Chairman is elected countywide by the voters of Kane County.

Kane County government is composed of departments created by the Kane County Board and countywide officials elected to certain offices provided by law. In Kane County those elected officials are:

County Clerk¹

State's Attorney²

Sheriff³

¹ Sec. 3-2003.2. Internal operations of office. The County Clerk shall have the right to control the internal operations of his office; to procure necessary equipment, materials and services to perform the duties of his office.

² Sec. 3-9006. Internal operations of office. The State's Attorney shall control the internal operations of his office and procure the necessary equipment, materials and services to perform the duties of his office.

³ Sec. 3-6018. Counties under 1,000,000; control of internal operations. In counties of less than 1 million population, the Sheriff shall control the internal operations of his office. Subject to the applicable county appropriation ordinance, the Sheriff shall direct the County treasurer to pay, and the Treasurer shall pay, the expenditures for the Sheriff's office, including payments for personal services, equipment, materials and contractual services. Purchases of equipment by the Sheriff shall be made in accordance with any ordinance requirements for centralized purchasing through another County office or through the state which are applicable to all county offices.

The duties and powers of these officers are set by law and by County ordinance. By statute, some of these officers are granted internal control of their offices. Although the exact limitations on internal control is specified for each office, in general, internal control generally means the officer has absolute power to procure necessary equipment, materials and services to perform the duties of the office. It is axiomatic that the term "services" includes employees to staff the office and assist the elected officer in the performance of his or her duties.

Because of this dichotomy, it is possible for an elected officer to be the *recipient agency* that is required to create and maintain an EEOP. In order to eliminate the need for individual offices to create and maintain separate EEOPs, the County of Kane has created a single EEOP for itself and all of its affiliated elected offices with the exception of the Kane County State's Attorney's office. The Kane County State's Attorney maintains his own EEOP. This EEOP contains three sets of statistical analyses. One set analyzes the **Total County**, i.e., all employees including those in the offices of elected officials. One set that analyzes the workforce of departments created by the Kane County Board, excluding the workforce of offices controlled by elected officers. This data is named **County without Elected Officials**. Where the utilization analysis shows the underutilization of women and minorities by one percent (1%) or more, a countywide process will be initiated to address the underutilization. The second set analyzes the workforce of the offices controlled by countywide elected officers with the exception of the State's Attorney's Office. This data is named **County with Elected Officials**. Where the utilization analysis shows the underutilization of certain women and minorities by one percent (1%) or more in offices controlled by elected officers, the elected officer will be asked to address the underutilization. In this way, separation is maintained and prevents the County of Kane from intruding upon the control of these elected officers.

This EEOP is current and shall remain in effect as long as the County of Kane and its affiliated offices are required by law or regulation to maintain an EEOP. Kane County adopted its first EEOP in May 2005. Each year the document is updated with the current demographics of the County's workforce.

In 2007, Kane County formally adopted a strategic plan for County operations over the next five to fifteen years that contains a priority of goals. Implementation of the goals were scheduled to begin in 2008. Further implementation is dependent upon funding and staffing levels. County revenues have

⁴Sec. 3-5005.2. Internal operations of office. The Recorder shall have the right to control the internal operations of his office; to procure necessary equipment, materials and services to perform the duties of his office. The Recorder shall have the right to select the computer or micrographic system to be used for document storage and retrieval. The Recorder may retain the services of management or consulting firms to establish or maintain such a system.

⁵Sec. 3-1004. Internal operations of office. The County Auditor shall control the internal operations of the office and procure equipment, materials and services necessary to perform the duties of the office, subject to the budgetary limitations established by the County Board.

⁶Sec. 3-3003. Duties of Coroner. The County Coroner shall control the internal operations of his office. Subject to the applicable county appropriation ordinance, the Coroner shall procure necessary equipment, materials, supplies and services to perform the duties of the office. Compensation of deputies and employees shall be fixed by the Coroner, subject to budgetary limitations established by the County Board. Purchases of equipment shall be made in accordance with any ordinance requirements for centralized purchasing through another county office or through the State which are applicable to all county offices.

⁷Sec. 3-10005.1. Internal operations of office. The Treasurer shall control the internal operations of his office and procure necessary equipment, materials and services to perform the duties of his office.

decreased and a hiring freeze was put into place in 2008 as a result of the nation's economic downturn experienced in 2008.

From time to time, this narrative is amended to reflect changes in County practices, policies and employee demographics. First begun in 2006, the 2008 document continues the practice of showing the representation of employees by gender and race through the use of color graphs.

County of Kane
2008 Gender and Ethnicity Utilization Analysis: Females and Minorities

In 2005, the analysis shows an underrepresentation of female employees by one percent (1%) or more in every occupational category. The underutilization ranges from a high of -10.6% for *Hispanic females* in the *Services/Maintenance* category to a low of -.1 for *Asian females* in the *Sworn Protective Services* category. Three female groups show underrepresentation across a majority of the occupational categories; Black females, Hispanic females and White females.

In 2006, the analysis shows a little improvement for females. The underrepresentation ranges from a high of -26.864% in the *Technicians* category for white females to a low of -.091% in the *Sworn Protective Services* category for Asian females. However, the underrepresentation of black females is noted in both the *Technicians* and *Non-Sworn Protective Services* categories as the County government does not employ any black females in either of these two categories.

In 2007, the County's workforce statistics have not fluctuated tremendously. The variances between gains and losses in terms of total numbers represented in each occupational category are small, with the exception of the *Non-Sworn Protective services* category, which has seen an increase in underrepresentation by both White and Hispanic women. In terms of raw numbers, there are 9 fewer White and 2 fewer Hispanic females occupying the *Non-Sworn Protective Services* category. These losses appear to be offset by gains in the *Professionals* category, which usually carries a higher salary.

In 2008, there were minor variances in all categories. The County's workforce statistics show improvement for females in the *Officials/Executive* category; white females up 2.69%, black females up .98%, and hispanic females up .99%. The largest increase for females occurred in the *Protective Services, Non-Sworn* category where Hispanic females increased by 12.5%. These gains were offset by a decrease of 5.5% in the *technicians* category, 2.4% decrease in *Svcs. Maintenance* category, and a 2.5% decrease in the total number of females employed. In the *Protective Services, Non-Sworn* category Black males experienced a 11.67% decrease, and Hispanic males experienced a 5.833% decrease.

Equal Employment Opportunity Policy of the County of Kane

The County of Kane, State of Illinois, represents that it and the employing agencies responsible to it, conform to the following:

We do not discriminate against any employee or applicant for employment because of race, creed, color, age, disability, religion, sex, national origin/ancestry, sexual orientation, marital status, veteran status, political affiliation, or any other legally protected status. We will take whatever action is necessary to ensure that applicants and employees are treated appropriately regarding all terms and conditions of employment. We will post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

We will, in all solicitations or advertisements for employees placed by or on behalf of the employing agencies, state that all qualified applicants will receive consideration for employment without regard to race, creed, age, disability, religion, sex, national origin/ancestry, sexual orientation, marital status, veteran status, political affiliation, or any other legally protected status.

8/08

PART I. COUNTY OF KANE – 2008 KANE COUNTY WORKFORCE (Excluding State's Attorney's Office)

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		100 100%	2 2.000%	57 57.000%	2 2.000%	0 0%	0 0%	3 3.000%	34 34.000%	2 2.000%	0 0%	0 0%
Professionals		398 100%	10 2.513%	126 31.658%	9 2.261%	2 .503%	0 0%	24 6.03%	197 49.497%	24 6.030%	6 1.508%	0 0%
Technicians		32 100%	0 0%	22 68.75%	0 0%	2 6.25%	0 0%	0 0%	6 18.75%	1 3.125%	1 3.125%	0 0%
Protective Services	Sworn	250 100%	12 4.800%	180 72.000%	12 4.800%	5 2.000%	0 0%	3 1.200%	36 14.400%	1 .400%	1 .400%	0 0%
	Non-Sworn	24 100%	2 8.333%	8 33.333%	1 4.167%	0 0%	0 0%	0 0%	10 41.667%	3 12.500%	0 0%	0 0%
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		360 100%	0 0%	36 10.000%	8 2.222%	1 .278%	0 0%	8 2.222%	247 68.611%	54 15.000%	5 1.389%	1 .278%
Skilled Craft		35 100%	2 5.714%	32 91.429%	0 0%	0 0%	0 0%	0 0%	1 2.857%	0 0%	0 0%	0 0%
Service/Maintenance		27 100%	2 7.407%	16 59.259%	3 11.111%	1 3.704%	0 0%	0 0%	4 14.815%	1 3.704%	0 0%	0 0%

7/08

KEY

B - Black
W - White
H - Hispanic

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

* FOR POLICE DEPARTMENT GRANTEES ONLY: First fill out additional breakdown of sworn "officials," below.

Job Category	TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Sheriff/Undersheriff	2 100%	0 0%	1 50%	1 50%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Commander	2 100%	0 0%	2 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Lieutenants	7 100%	0 0%	7 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Sergeants, Detectives	29 100%	4 13.793%	23 79.31090%	1 3.448%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
TOTALS	40 100%	4 10%	33 82.5%	2 5%	0 0%	0 0%	0 0%	1 2.5%	0 0%	0 0%	0 0%

KEY

W – White
H – Hispanic

B – Black
AI/AN – American Indian or Alaskan Native

A/PI – Asian or Pacific Islander

PART II. COUNTY OF KANE --COMMUNITY LABOR STATISTICS

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		31880 100%	560 1.8%	18905 59.3%	995 3.1%	210 .7%	15 0%	455 1.4%	9515 29.8%	820 2.6%	145 .5%	4 0%
Professionals		33870 100%	465 1.4%	13940 41.2%	780 2.3%	530 1.6%	20 .1%	655 1.9%	15955 47.1%	810 2.4%	480 1.4%	20 .1%
Technicians		3645 100%	80 2.2%	1540 42.2%	145 4%	45 1.2%	0 0%	130 3.6%	1475 40.5%	120 3.3%	65 1.8%	0 0%
Protective Services	Sworn	2955 100%	240 8.1%	1890 64%	200 6.8%	15 .5%	0 0%	55 1.9%	480 16.2%	30 1%	15 .5%	0 0%
	Non-Sworn	275 100%	20 7.3%	85 30.9%	0 0%	0 0%	0 0%	10 3.6%	135 49.1%	20 7.3%	0 0%	0 0%
Para-Professional		THIS CATEGORY NO LONGER EXISTS IN THE 2000 CENSUS DATA										
Office/Clerical		53255 100%	760 1.4%	13800 25.9%	2645 5%	375 .7%	30 .1%	1865 3.5%	28105 52.8%	4755 8.9%	395 .7%	75 .1%
Skilled Craft		20385 100%	495 2.4%	13965 68.5%	3645 17.9%	140 .7%	55 .3%	125 .6%	905 4.4%	770 3.8%	80 .4%	4 0%
Service/Maintenance		58795 100%	1955 3.3%	16685 28.4%	16375 27.9%	515 .9%	65 .1%	1690 2.9%	11555 19.7%	8595 14.6%	545 .1%	40 .9%

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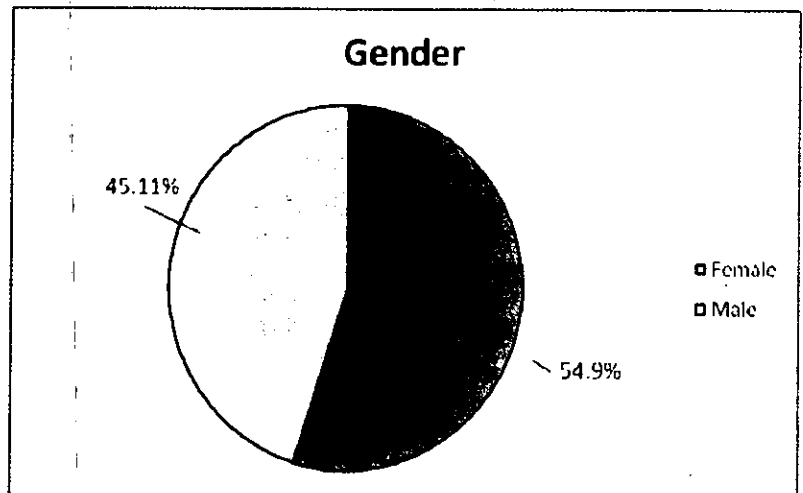
PART I. COUNTY OF KANE – 2008 KANE COUNTY UTILIZATION ANALYSIS (Excluding State's Attorney's Office)

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		White	Black	Hispanic	Asian/Pacific Islander	Amer. Indian Alaska Nat.	White	Black	Hispanic	Asian/Pacific Islander	Amer. Indian Alaska Nat.
OFFICIALS/EXECUTIVE											
Workforce #/%		57.000%	2.000%	2.000%	0%	0%	34.000%	3.000%	2.000%	0%	0%
CLS #/%		59.3%	1.8%	3.1%	.7%	0%	29.8%	1.4%	2.6%	.5%	0%
Utilization %		-2.300%	.200%	-1.100%	-.7%	0%	4.200%	1.600%	-.6%	-.5%	0%
PROFESSIONALS											
Workforce #/%		31.658%	2.513%	2.261%	.503%	0%	49.497%	6.03%	6.030%	1.508%	0%
CLS #/%		41.2%	1.4%	2.3%	1.6%	.1%	47.1%	1.9%	2.4%	1.4%	.1%
Utilization %		-9.632%	1.113%	-.039%	-1.097%	-.1%	2.397%	4.13%	3.630%	.108%	-.1%
TECHNICIANS											
Workforce #/%		68.750%	0%	0%	6.250%	0%	18.750%	0%	3.125%	3.125%	0%
CLS #/%		42.2%	2.2%	4%	1.2%	0%	40.5%	3.6%	3.3%	1.8%	0%
Utilization %		26.550%	-2.2%	-4%	5.05%	0%	-21.75%	-3.6%	-.175%	1.325%	0%
PROTECTIVE SERVICES	SWORN										
	Workforce #/%	72.000%	4.800%	4.800%	2.000%	0%	14.400%	1.200%	.400%	.400%	0%
	CLS #/%	64%	8.1%	6.8%	.5%	0%	16.2%	1.9%	1%	.5%	0%
	Utilization %	8.000%	-3.300%	-2.000%	1.500%	0%	-1.800%	-.700%	-.600%	-.100%	0%
	NON-SWORN										
	Workforce #/%	33.333%	8.330%	4.167%	0%	0%	41.667%	0%	12.500%	0%	0%
		30.9%	7.3%	0%	0%	0%	49.1%	3.6%	7.3%	0%	0%
		2.4339%	1.0307%	4.167%	0%	0%	-7.433%	-3.6%	5.2003%	0%	0%
PARA-PROFESSIONAL		THIS CATEGORY NO LONGER EXISTS IN THE 2000 CENSUS DATA									
Workforce											
CLS #/%											
Utilization											
OFFICE/CLERICAL											
Workforce		10.000%	0%	2.222%	.278%	0%	68.611%	2.222%	15.000%	1.389%	.278%
CLS #/%		25.9%	1.4%	5%	.7%	.1%	52.8%	3.5%	8.9%	.7%	.1%
Utilization		-15.900%	-1.4%	-2.778%	-.422%	-.1%	15.811%	-1.278%	6.100%	.689%	.178%
SKILLED CRAFT											
Workforce #/%		91.429%	5.714%	0%	0%	0%	2.857%	0%	0%	0%	0%
CLS #/%		68.5%	2.4%	17.9%	.7%	.3%	4.4%	.6%	3.8%	.4%	0%
Utilization %		22.929%	3.314%	-17.9%	-.7%	-.3%	-1.543%	-.6%	-3.8%	-.4%	0%
SVCS/MAINTENANCE											
Workforce #/%		59.259%	7.407%	11.111%	3.704%	0%	14.815%	0%	3.704%	0%	0%
CLS #/%		28.4%	3.3%	27.9%	.9%	.1%	19.7%	2.9%	14.6%	.1%	.9%
Utilization %		30.859%	4.107%	-16.789%	2.804%	-.1%	-4.885%	-2.9%	-10.896%	-.1%	-.9%

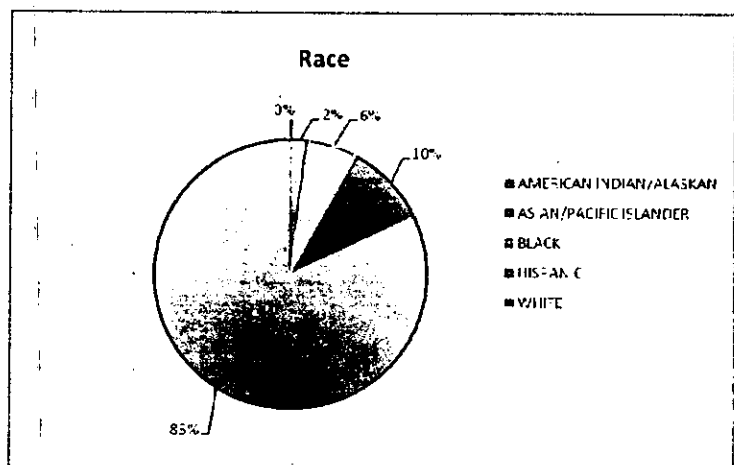


Kane County Employees by Gender and Race For Entire County EEOP 2008

Gender	Count
Female	673
Male	553
Total	1226



Race	Count
AMERICAN INDIAN/ALASKAN	1
ASIAN/PACIFIC ISLANDER	24
BLACK	68
HISPANIC	121
WHITE	1012
Total	1226



PART I. COUNTY OF KANE (EXCLUDING ELECTED OFFICIALS) – 2008 ANIMAL CONTROL DEPARTMENT Revised

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	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		Animal Control Department does not have any employees in this job category										
Technicians		Animal Control Department does not have any employees in this job category										
Protective Services	Sworn	Animal Control Department does not have any employees in this job category										
	Non-Sworn	4 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	4 100%	0 0%	0 0%	0 0%
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		4 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	3 75%	1 25%	0 0%	0 0%
Skilled Craft		Animal Control Department does not have any employees in this job category										
Service/Maintenance		2 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	2 100%	0 0%	0 0%	0 0%

08/08

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 (EXCLUDING ELECTED OFFICIALS) - 2008 ANIMAL CONTROL UTILIZATION ANALYSIS

Revised

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
OFFICIALS/EXECUTIVE											
Workforce #/%		0%	0%	0%	0%	0%	100%	0%	0%	0%	0%
CLS #/%		59.3%	1.8%	3.1%	.7%	0%	29.8%	1.4%	2.6%	.5%	0%
Utilization %		-59.3%	-1.8%	-3.1%	-7%	0%	70.2%	-1.4%	-2.6%	-5%	0%
PROFESSIONALS		NOT APPLICABLE									
Workforce #/%											
CLS #/%											
Utilization %											
TECHNICIANS		NOT APPLICABLE									
Workforce #/%											
CLS #/%											
Utilization %											
PROTECTIVE SERVICES	SWORN	NOT APPLICABLE									
	Workforce #/%										
	CLS #/%										
	Utilization %										
	NON-SWORN										
	Workforce #/%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%
	CLS #/%	30.9%	7.3%	0%	0%	0%	49.1%	3.6%	7.3%	0%	0%
	Utilization %	-30.9%	-7.3%	0%	0%	0%	50.9%	-3.6%	-7.3%	0%	0%
PARA-PROFESSIONAL		THIS CATEGORY NO LONGER EXISTS IN THE 2000 CENSUS DATA									
Workforce											
CLS #/%											
Utilization											
OFFICE/CLERICAL											
Workforce		0%	0%	0%	0%	0%	75%	0%	25%	0%	0%
CLS #/%		25.9%	1.4%	5%	.7%	.1%	52.8%	3.5%	8.9%	.7%	.1%
Utilization		-25.9%	-1.4%	-5%	-7%	-.1%	22.2%	-3.5%	16.1%	-7%	-.1%
SKILLED CRAFT		NOT APPLICABLE									
Workforce #/%											
CLS #/%											
Utilization %											
SVCS/MAINTENANCE											
Workforce #/%		0%	0%	0%	0%	0%	100%	0%	0%	0%	0%
CLS #/%		28.4%	3.3%	27.9%	.9%	.1%	19.7%	2.9%	14.6%	.1%	.9%
Utilization %		-28.4%	-3.3%	-27.9%	-.9%	-.1%	80.3%	-2.9%	-14.6%	-.1%	-.9%



Ethnic Detail for Animal Control

08/08 revised

Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title
KLEVENO	LINDA		75	10	F	06	WHITE	11012	INFORMATION PROCESSOR II 35H
HILLIER	LYNETTE		75	10	F	06	WHITE	11070	DATA SPECIALIST I 35H
MATA	MELBA	V	75	10	F	06	HISPANIC	11070	DATA SPECIALIST I 35H
ELLBERG	LYNNE	A	75	10	F	06	WHITE	14012	ADMIN OFFICER II 35H
LAWRIE	MARY	J	75	10	F	01	WHITE	15054	EXEC IV 35H
BETTIG	DEANNA	D	75	10	F	05	WHITE	24101	ANIMAL CONTROL OFFICER 40H
BLUESTONE	LAUREN	C	75	10	F	05	WHITE	24101	ANIMAL CONTROL OFFICER 40H
RENWICK	KERI	A	75	10	F	05	WHITE	24101	ANIMAL CONTROL OFFICER 40H
VARETONI	CAROLE	L	75	10	F	05	WHITE	24101	ANIMAL CONTROL OFFICER 40H
ALLEN	DARLENE		75	10	F	08	WHITE	24102	KENNEL ASSISTANT 40H
KING	STEPHANIE	C	75	10	F	08	WHITE	24102	KENNEL ASSISTANT 40H

EEOP UPDATE - 2008

KANE COUNTY ANIMAL CONTROL DEPARTMENT

DEPARTMENT EMPLOYMENT POLICIES AND PRACTICES

The Department of Animal Control is committed to diversifying its workforce so that it reflects the community which it serves. The Kane County Animal Control Department follows the employment policies and practices as defined by the Human Resources Department for the County of Kane.

DISCIPLINARY ACTIONS

For fiscal year 2008, there were no disciplinary actions taken against employees.

EMPLOYEES APPLYING FOR PROMOTION/TRANSFER

Number of Employees	Job Category	Race	Sex	National Origin
2	05	White	F	United States

PROMOTED/TRANSFERRED EMPLOYEES

Number of Employees	Job Category	Race	Sex	National Origin
1	05	White	F	United States

NARRATIVE UTILIZATION ANALYSIS

Kane County's Animal Control Department labor statistics indicate the most significant under-utilization occurs within the white male groups. The community workforce percentage for the Official/Executive category for white males is 59.3% and it has -59.3% under-utilization. The Animal Control Department employs only one Official/Executive therefore it would be very difficult to satisfy the statistics for any other groups in that category. White males are also under-utilized in the categories of Protective Services by -30.9% and Office/Clerical by -25.9%.

Other under-utilized groups were: Black males by -7.3% in the Protective Services category, Hispanic males by -5% in Office/Clerical and SVCS by -27.9% in SVCS/Maintenance. Hispanic females are under-utilized in the SVCS/Maintenance category by -14.6%. Black females are under-utilized in the following categories: -3.6% in the Protective Services, and by -3.5% in Office/Clerical.

EEOP UPDATE - 2008

KANE COUNTY ANIMAL CONTROL DEPARTMENT

The Department of Animal Control employs 11 individuals, with several classifications included under one position title. This makes it very difficult to meet the utilization needs of the community.

OBJECTIVES

The Department of Animal Control is dedicated to having a workforce reflecting the community it represents as identified by the Utilization Analysis Report. The Department of Animal Control has established the following objectives for addressing the Department's under-utilization:

- Promote and recruit the under-utilized categories exceeding -3% if the opportunity exists to hire additional employees or if an employee separates from the Department and a vacancy exists that can be filled.
- Actively recruit in the areas under-utilized through posting to various sites: general and specialized organization internet job sites, local newspapers and the Kane County County website.

STEPS TO ACHIEVE OBJECTIVES

The following steps will be taken by the Department of Animal Control to address the under-utilization:

- Participate in career fairs at Northern Illinois and Aurora University and other appropriate locations
- Post positions on the internet job sites, on NACA, American Humane and other related animal control websites
- Post positions on the County web site and local newspapers
- Promote qualified applicants within the County Departments per County policy
- Provide job postings to organizations and schools that reach the targeted populations
- Post in professional journals and newsletters

DISSEMINATION

The following steps will be taken by the Department of Animal Control to ensure dissemination of information:

- The Department of Animal Control will list the EEO Employer/Program statement on all of it's postings for hire
- The County's Director of Human Resources will be provided a copy of the EEOP for the dissemination of all interested parties
- The Administrator of the Department of Animal Control will be responsible for the dissemination of the EEOP Plan to all Animal Control Department employees and the posting in the building in a location where all employees have access

EEOP UPDATE - 2008
KANE COUNTY ANIMAL CONTROL DEPARTMENT

SUGGESTED PUBLICATIONS/WEBSITES for POSTINGS

NACA News – National Animal Control Association
www.nacanet.org

American Humane
www.americanhumane.org

Kane County Chronicle
Beacon News
Tribune (www.CareerBuilder.com)

Kane County website
www.countyofkane.org

PART I. COUNTY OF KANE (NON ELECTED DEPARTMENT) – 2008 DEVELOPMENT WORKFORCE

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		12 100%	0 0%	10 83.333%	0 0%	0 0%	0 0%	0 0%	2 16.667%	0 0%	0 0%	0 0%
Professionals		18 100%	0 0%	9 50%	0 0%	0 0%	0 0%	1 5.556%	8 44.444%	0 0%	0 0%	0 0%
Technicians		3 100%	0 0%	2 66.666%	0 0%	1 33.333%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Protective Services	Sworn	The Development Department does not have any employees in this job category										
	Non-Sworn	The Development Department does not have any employees in this job category										
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		9 100%	0 0%	3 33.333%	0 0%	0 0%	0 0%	0 0%	4 44.444%	2 22.222%	0 0%	0 0%
Skilled Craft		1 100%	0 0%	1 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Service/Maintenance		13 100%	1 7.692%	11 84.615%	1 7.692%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%

08/08

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) – 2008 DEVELOPMENT UTILIZATION ANALYSIS

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
OFFICIALS/EXECUTIVE											
Workforce #/%		83.333%	0%	0%	0%	0%	16.667%	0%	0%	0%	0%
CLS #/%		59.3%	1.8%	3.1%	.7%	0%	29.8%	1.4%	2.6%	.5%	0%
Utilization %		24.033%	-1.8%	-3.1%	-.7%	0%	-13.133%	-1.4%	-2.6%	-.5%	0%
PROFESSIONALS											
Workforce #/%		50%	0%	0%	0%	0%	44.444%	5.556%	0%	0%	0%
CLS #/%		41.2%	1.4%	2.3%	1.6%	.1%	47.1%	1.9%	2.4%	1.4%	.1%
Utilization %		8.8%	-1.4%	-2.3%	-1.6%	-.1%	2.656%	3.656%	-2.4%	-1.4%	-.1%
TECHNICIANS											
Workforce #/%		66.666%	0%	0%	33.333%	0%	0%	0%	0%	0%	0%
CLS #/%		42.2%	2.2%	4%	1.2%	0%	40.5%	3.6%	3.3%	1.8%	0%
Utilization %		24.466%	-2.2%	-4%	32.133%	0%	-40.5%	-3.6%	-3.3%	-1.8%	0%
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		33.333%	0%	0%	0%	0%	44.444%	0%	22.222%	0%	0%
CLS #/%		25.9%	1.4%	5%	.7%	.1%	52.8%	3.5%	8.9%	.7%	.1%
Utilization		7.433%	-1.4%	-5%	-.7%	-.1%	-8.356%	-3.5%	13.322%	-.7%	-.1%
SKILLED CRAFT											
Workforce #/%		100%	0%	0%	0%	0%	0%	0%	0%	0%	0%
CLS #/%		68.5%	2.4%	17.9%	.7%	.3%	4.4%	.6%	3.8%	.4%	0%
Utilization %		31.5%	-2.4%	-17.9%	-.7%	-.3%	-4.4%	-.6%	-3.8%	-.4%	0%
SVCs/MAINTENANCE											
Workforce #/%		84.615%	7.692%	7.692%	0%	0%	0%	0%	0%	0%	0%
CLS #/%		28.4%	3.3%	27.9%	.9%	.1%	19.7%	2.9%	14.6%	.1%	.9%
Utilization %		56.215%	4.392%	-20.208%	-.9%	-.1%	-19.7%	-2.9%	-14.6%	-.1%	-.9%



Ethnic Detail for
Development, Water
Resources, Bldg. Mgmt.
Env. Mgmt.

08/08

Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title
MILLARD	CYNTHIA	S	35	20	F	06	WHITE	14012	ADMIN OFFICER II 35H
REMIYAC	MARY	A	35	20	F	02	WHITE	15051	EXEC I 35H
GENSLINGER	RICK	E	35	20	M	02	WHITE	15053	EXEC III 35H
CULLY	ROBERT	W	35	20	M	07	WHITE	20425	PAINTER 40H
PHILIPS	ROBERT	D	35	20	M	06	WHITE	21007	MAIL CLERK 40H
MASSEEE	LYLE	A	35	20	M	06	WHITE	21036	PRINTER I 40H
WISHON	LAWRENCE	E	35	20	M	06	WHITE	21037	PRINTER II 40H
CLARK	JOHN	T	35	20	M	08	WHITE	23021	JANITOR I 40H
TAYLOR	WALTER	H	35	20	M	08	BLACK	23021	JANITOR I 40H
FITZPATRICK	MATTHEW		35	20	M	08	WHITE	23023	MAINTENANCE WORKER I 40H
NEWBOLDS	MICHAEL	E	35	20	M	08	WHITE	23023	MAINTENANCE WORKER I 40H
SMITH	BENJAMIN	F	35	20	M	08	WHITE	23023	MAINTENANCE WORKER I 40H
KLEVENO	WILLIAM	H	35	20	M	08	WHITE	23029	MAINTENANCE SUPERVISOR 40H
KONSTANTINIDIS	GUS		35	20	M	08	WHITE	23029	MAINTENANCE SUPERVISOR 40H
SORIA	JUAN		35	30	M	08	HISPANIC	23021	JANITOR I 40H
DAY	JERRY	M	35	30	M	08	WHITE	23023	MAINTENANCE WORKER I 40H
SMALL	STEVE	H	35	30	M	08	WHITE	23023	MAINTENANCE WORKER I 40H
HINKLE	JAMES		35	30	M	08	WHITE	23029	MAINTENANCE SUPERVISOR 40H
MARTIN	THOMAS	J	35	30	M	02	WHITE	24090	CHIEF BUILDING ENGINEER 40H
DAVID	JOHN	E	35	40	M	08	WHITE	23023	MAINTENANCE WORKER I 40H

MATHEWS	ROBERT		35	40	M	08	WHITE	23029	MAINTENANCE SUPERVISOR	40H
AVILA	ANGELICA	I	40	10	F	06	HISPANIC	14011	ADMIN OFFICER I	35H
HOYE	MARY ANNE		40	10	F	06	WHITE	14012	ADMIN OFFICER II	35H
NOGAJEWSKI	CORINE		40	10	F	06	WHITE	14013	ADMIN OFFICER III	35H
CRODDY	DAVID	E	40	10	M	01	WHITE	14023	BUILDING INSPECTOR III	35H
GONCHER	RICHARD	J	40	10	M	01	WHITE	14023	BUILDING INSPECTOR III	35H
KEELING	GLEN		40	10	M	01	WHITE	14023	BUILDING INSPECTOR III	35H
PELLETIER	DONALD	M	40	10	M	01	WHITE	14024	BUILDING INSPECTOR IV	35H
SODERQUIST	DAVID	K	40	10	M	01	WHITE	14024	BUILDING INSPECTOR IV	35H
BERKHOUT	KEITH		40	10	M	02	WHITE	14043	ZONING PLANNER	35H
BIEWER	BROOKE	R	40	10	F	02	WHITE	14043	ZONING PLANNER	35H
MACK	THOMAS	L	40	10	M	03	WHITE	14083	ENGINEERING TECHNICIAN III	35H
MESCHER	TIM	J	40	10	M	03	WHITE	14402	EXEC II/GIS MAPPING COORD	35H
AHMED	HAMID	M	40	10	M	02	WHITE	15051	EXEC I	35H
COYNE	AMY	R	40	10	F	01	WHITE	15051	EXEC I	35H
GATSKE	JENNIFER	E	40	10	F	02	WHITE	15051	EXEC I	35H
THAVONG	JULIA	E	40	10	F	02	WHITE	15051	EXEC I	35H
BERGER	SCOTT	W	40	10	M	01	WHITE	15052	EXEC II	35H
HILL	JANICE		40	10	F	02	BLACK	15052	EXEC II	35H
MILLER	KAREN	A	40	10	F	02	WHITE	15052	EXEC II	35H
SABDO	CHRISTY	A	40	10	F	02	WHITE	15053	EXEC III	35H
TARUM	KAI		40	10	F	01	WHITE	15053	EXEC III	35H
VANKERKHOFF	MARK	D	40	10	M	01	WHITE	15053	EXEC III	35H
BUS	PHILLIP		40	10	M	01	WHITE	15054	EXEC IV	35H
AISTON	CHRISTOPHER	C	40	30	M	01	WHITE	15053	EXEC III	35H
AVILA	ESMERALDA	M	40	70	F	06	HISPANIC	14012	ADMIN OFFICER II	35H
VIRTUE	ANTHONY	P	40	70	M	03	ASIAN/PACIFIC ISLANDER	14084	ENGINEERING TECHNICIAN IV	35H
HAJEK	SCOTT	R	40	70	M	02	WHITE	15024	CIVIL ENGINEER IV	35H
WOLLNIK	JODIE	L	40	70	F	02	WHITE	15024	CIVIL ENGINEER IV	35H
SCHUCH	PAUL	M	40	70	M	02	WHITE	15026	CIVIL ENGINEER VI	35H

JAKUBAITIS	HEIDI	J	85	10	F	06	WHITE	14011	ADMIN OFFICER I	35H
ANDERSON	KENNETH	N	85	10	M	02	WHITE	15026	CIVIL ENGINEER VI	35H
KOSKY	KAREN	M	85	10	F	02	WHITE	15026	CIVIL ENGINEER VI	35H
GARRISON	STEVEN	D	85	10	M	02	WHITE	15052	EXEC II	35H
MIELKE	GARY	W	85	10	M	02	WHITE	15053	EXEC III	35H
HARBAUGH	TIM	A	85	10	M	01	WHITE	19991	DIRECTOR/ADMINISTRATOR	35H

M:EEO2008\VEEO 070107 063008 MRA

KANE COUNTY DEVELOPMENT AND RESOURCE MANAGEMENT DEPARTMENT NARRATIVE UTILIZATION ANALYSIS

An analysis of Kane County Development and Resource Management's workforce statistics, as compared to the Community Labor Statistics, reveals the underutilization of certain gender/race/national origin combinations. Specifically, the following categories indicate the greatest concern of underrepresentation:

- ♦ Officials/Executives: Male Black (-1.8%), Male Hispanic (-3.1%), Male Asian (-.7%), Female White (-13.133%), Female Black (-1.4%), Female Hispanic (-2.6%) and Female Asian (-.5%)
- ♦ Professionals: Male Black (-1.4%), Male Hispanic (-2.3%), Male Asian (-1.6%), Male American Indian (-.1%) and Female Hispanic, Asian and American Indian (-2.4%, -1.4% and -.1%, respectively)
- ♦ Technicians: Male Black (-2.2%), Male Hispanic (-4%), and Female White (-40.5%), Female Black (-3.6%), Female Hispanic (-3.3%) and Female Asian (-1.8%)
- ♦ Office/Clerical: Male Black (-1.4%), Male Hispanic (-5%), Male Asian (-.7%), Male American Indian (-.1%), Female White (-8.356%), Female Black (-3.5%), Female Asian (-.7%) and Female American Indian (-.1%)
- ♦ Skilled Craft: Male Black (-2.4%), Male Hispanic (-17.9%), Male Asian (-.7%), Male American Indian (-.3%), Female White (-4.4%), Female Black (-.6%), Female Hispanic (-3.8%) and Female Asian (-.4%)
- ♦ Svcs/Maintenance: Male Hispanic (-20.208%), Male Asian (-.9%), Male American Indian (-.1%), Female White (-19.7%), Female Black (-2.9%), Female Hispanic (-14.6%), Female Asian (-.1%) and Female American Indian (-.9%)

The Development and Resource Management Department utilizes the Kane County Human Resource Department for advertising and recruitment of potential applicants. Job Postings are listed on the Kane County website for public view. In addition, the Water Resource division utilizes the Illinois Association of Floodplain and Stormwater Management, as well as the Kane County Chronicle for advertisement of Engineer employment opportunities.

In FY 2008, one employee received an oral reprimand. The employee was classified as Male White, Service/Maintenance.

The Kane County Human Resource Department abides by all rules set forth by the EEOP in their employment process. All applications and resumes are received through the HR office, and then forwarded to the corresponding division for consideration. Therefore, the Development and Resource Management Department conducts interviews and hires based solely on specific qualifications.

PART I. COUNTY OF KANE (NON ELECTED DEPARTMENT) – 2008 FINANCE WORKFORCE

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		2 100%	0 0%	1 50%	0 0%	0 0%	0 0%	0 0%	1 50%	0 0%	0 0%	0 0%
Professionals		1 100%	0 0%	1 100%	0 0%	0 0%	0 0%	0 0%	0 0%	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%	1 33.333%	1 33.333%	0 0%	0 0%	1 33.333%	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										

08/08

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) - 2008 FINANCE UTILIZATION ANALYSIS

			MALE			FEMALE						
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*			White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
OFFICIALS/EXECUTIVE												
Workforce #/%			50%	0%	0%	0%	0%	50%	0%	0%	0%	0%
CLS #/%			59.3%	1.8%	3.1%	.7%	0%	29.8%	1.4%	2.6%	.5%	0%
Utilization %			-9.3%	-1.8%	-3.1%	-.7%	0%	20.2%	-1.4%	-2.6%	-.5%	0%
PROFESSIONALS												
Workforce #/%			100%	0%	0%	0%	0%	0%	0%	0%	0%	0%
CLS #/%			41.2%	1.4%	2.3%	1.6%	.1%	47.1%	1.9%	2.4%	1.4%	.1%
Utilization %			58.8%	-1.4%	-2.3%	-1.6%	-.1%	-47.1%	-1.9%	-2.4%	-1.4%	-.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%	33.333% 5% 28.333%	33.333% .7% 32.633%	0% .1% -.1%	33.333% 52.8% -19.467%	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									



Ethnic Detail for Finance

08/08

Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title
BELTRAN	LEONARDO		20	10	M	06	HISPANIC	11046	ACCOUNTANT I 35H
WAGGONER	ERICA	M	20	10	F	06	WHITE	11046	ACCOUNTANT I 35H
KEOVONGSAK	TIMOTHY	S	20	10	M	06	ASIAN/PACIFIC ISLANDER	14012	ADMIN OFFICER II 35H
HANSEN II	JAMES	W	20	10	M	02	WHITE	15051	EXEC I 35H
PATTELLI	CHERYL	R	20	10	F	01	WHITE	19991	DIRECTOR/ADMINISTRATOR 35H
ROSSMAN	CHRISTOPHER	M	20	10	M	01	WHITE	19991	DIRECTOR/ADMINISTRATOR 35H

**KANE COUNTY FINANCE DEPARTMENT
EEOP ANALYSIS
NARRATIVE UTILIZATION ANALYSIS – 2008**

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 and females are underutilized by greater than -3% in two out of three categories. In the case of the Professional job group category, only one position currently exists. This fact naturally creates underutilization in the category for the sex not currently represented, and will always exist in a category with only one position.

The second and third largest discrepancies within the Finance Department are the underutilization of white males and females from the white, black, and hispanic populations within the Office/Clerical category. It is likely that this discrepancy also exists due to the limited number of positions available within the department.

Lastly, a discrepancy exists in the male white and hispanic Officials/Executive category. At this time, 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 hispanic, black, and white females and white males within the Office/Clerical Job Category. Additionally, male and white hispanics should also be recruited in the Officials/Executive Category.

**KANE COUNTY FINANCE DEPARTMENT
EEOP ANALYSIS – 2008**

Disciplinary Actions

No disciplinary actions have been issued in 2008.

Promotions/Transfers

During the current fiscal year, no promotions or transfers took place.

Employment Policies & 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 & Website
- Illinois City Manager's Association Newsletter and Website
- International City Manager's Association Newsletter and Website
- Illinois CPA Society Newsletter and Website

PART I. COUNTY OF KANE (NON ELECTED DEPARTMENT) – 2008 GEOGRAPHIC INFORMATION SYSTEM WORKFORCE

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		2 100%	0 0%	1 50%	0 0%	0 0%	0 0%	0 0%	1 50%	0 0%	0 0%	0 0%
Professionals		The GIS Department does not have any employees in this job category										
Technicians		6 100%	0 0%	5 83.333%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	1 16.666 %	0 0%
Protective Services	Sworn	The GIS Department does not have any employees in this job category										
	Non-Sworn	The GIS Department does not have any employees in this job category										
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		1 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	1 100%	0 0%	0 0%	0 0%
Skilled Craft		The GIS Department does not have any employees in this job category										
Service/Maintenance		The GIS Department does not have any employees in this job category										

08/08

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) – 2008 GEOGRAPHIC INFORMATION SYSTEM UTILIZATION ANALYSIS

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
OFFICIALS/EXECUTIVE Workforce #/% CLS #/% Utilization %		50% 59.3% -9.3%	0% 1.8% -1.8%	0% 3.1% -3.1%	0% .7% -.7%	0% 0% 0%	50% 29.8% 20.2%	0% 1.4% -1.4%	0% 2.6% -2.6%	0% .5% -.5%	0% 0% 0%
PROFESSIONALS Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									
TECHNICIANS Workforce #/% CLS #/% Utilization %		83.333% 42.2% 41.133%	0% 2.2% -2.2%	0% 4% -4%	0% 1.2% -1.2%	0% 0% 0%	0% 40.5% -40.5%	0% 3.6% -3.6%	0% 3.3% -3.3%	16.666% 1.8% 14.866%	0% 0% 0%
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									



Ethnic Detail for GIS

08/08

Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title
AHMED	MAZHER		52	40	F	03	ASIAN/PACIFIC ISLANDER	11058	ANALYST I 35H
VERACHTERT	JASON	C	52	40	M	03	WHITE	11058	ANALYST I 35H
CHIDESTER	LORRAINE	F	52	40	F	01	WHITE	15051	EXEC I 35H
NICOSKI	THOMAS	S	52	40	M	01	WHITE	15053	EXEC III 35H
ANDERSON	MICHAEL	D	52	40	M	03	WHITE	17001	QA SPECIALIST 35H
BLOCK	MICHAEL	K	52	40	M	03	WHITE	17001	QA SPECIALIST 35H
KRUEGER	NICHOLAS	J	52	40	M	03	WHITE	17001	QA SPECIALIST 35H
MILLEN	DANIEL	R	52	40	M	03	WHITE	17001	QA SPECIALIST 35H
PETOSKEY	PAM	J	52	40	F	06	WHITE	17001	QA SPECIALIST 35H

Memo

To: Maureen Anderson, Assistant Director Human Resource Management
From: Thomas S. Nicoski, GIS-Technologies Chief of GIS-Technologies
CC: File
Date: 5/21/2009
Re: Equal Employment Opportunity Plan for Kane County

STEP 4B: NARRATIVE UTILIZATION ANALYSIS

The following narrative is in response to the Human Resources Department's utilization analysis that compared the GIS-Technologies Department's workforce percentages to the 2000 Census community labor statistics. This study was done in order to determine categories of men, women and or minorities that might be under-represented by -3% or more. The GIS-Technologies Department as of June 30th, 2008 was made up of eight and one half persons of which one and one half are classified in the Officials/Executive category and seven of which are classified in the Professionals category.

The categories, which have been found to be out of range in the Officials/Executive section, are "White Male" at -9.3% and "Hispanic Male" at -3.1%. The categories, which have been found to be out of range in the Professionals section, are "Hispanic Male" at -4%, "White Female" at -40.50%, "and Black Female" at -3.6% and "Hispanic Female" at -3.3%.

The GIS-Technologies Department currently only has one and one half positions in the Officials/Executive category. These categories are filled with one white male and a half white female who is shared with the Information Technologies Department. Based on being a small department with only one and one half positions available it would be impossible to fill additional positions required without adding head count. To date, Hispanic male, which has been found to be under-represented, has yet to apply for a position in the GIS-Technologies Department.

The GIS-Technologies Department currently as of June 30th, 2008 had seven positions in the Professionals category filled with five white males, one Asian female and one white female. Again being a small department with only seven positions, it would be impossible to fill additional positions required without adding head count. This year, neither a black male, Hispanic male and or Hispanic female has applied for a position in the GIS-Technologies Department.

STEP 5C: OBJECTIVES

Even though GIS-Technologies is a small department we have always had a good mixture of male, female.

- The department has always done well in recruiting and will continue to target those categories that are under-represented.

STEP 6: STEPS TO ACHIEVE OBJECTIVES

The following steps will continue to be used in order to keep balance of representation by category.

- Continue to network with GIS organizations and users groups.
- 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.
- Continue to provide opportunities for management training to supervisory level and or lead personnel to develop future managers and improve diversity in the management group.
- Provide job postings to organizations that reach target population.

STEP 7: DISSEMINATION

- 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 party.

28 CFR 42.304 Report

1. GIS-Technologies Disciplinary Actions for 2008

0

2. GIS-Technologies Application for Promotion 2008

0

3. GIS-Technologies Employment Policies 2008

Considerations for employment in GIS Department

Kane County GIS Technologies GIS Systems Specialist II									
	1	2							
Used ArcGIS 9.x?	1	1							
Created data layers from scratch?	1	1							
Modified Data Layers?	1	1							
Used some ArcGIS extensions?	1	1							
Familiar with Msid Files?	1	1							
Familiar with projections?	1	1							
Familiar with jpg, gif, tif, bmp files?	1	1							
Worked with a database?	1	1							
Used Microsoft Word?	1	1							
Used Microsoft Excel?	1	1							
Used Microsoft Powerpoint?	0	1							
Done presentations?	1	0							
Used other GIS/Cad software?	0	0							
Legal Description	0	0							
Cadastral Base	0	0							
Had a GIS job before?	0	0							
Potential Longevity(Excellent=4 Good=2 Poor=0)	4	4							
Availability	1	1							
Communication(Excellent=2 Good=1 Poor=0)	2	2							
Meet educational requirement?	1	1							
Signed Application for Employment	1	1							
Total	20	20							
	20	20							
Absolute Requirement - Failure to meet will disqualify									
Educational requirement = GIS Certificate and or Bachelors Degree in Geography									

Visual Basic (programming)	0	0	1	0	0	0	0	C	0
VBA (programming)	0	0	1	0	0	0	0	C	0
ArcObjects	0	0	C	0	0	0	0	C	0
MapObjects/MapObjectsLT	0	0	C	0	0	0	0	C	0
Active Server Pages (ASP)	0	0	1	0	0	0	0	C	0
XML	0	0	1	0	0	0	0	C	0
Familiar with ArcIMS?	0	0	1	0	1	0	0	C	1
HTML	0	0	1	0	0	0	0	1	0
Used Microsoft Access?	0	0	1	0	1	1	0	1	0

The following is a list of questions used to fill in the above charts.

Kane County Illinois
Name:

Date:

GIS-Technologies

Career / Goals / Motivational

1. What influenced you to choose GIS as a career?
2. What do you think it takes to be successful in GIS?
3. What has been your most rewarding accomplishment?
4. Are you more energized by working with data or by collaborating with other individuals?
5. How would you describe yourself in terms of your ability to work as a member of a team?
6. What motivates you to put forth your greatest effort?
7. Would you describe yourself as goal-driven?
8. What short-term goals and objectives have you established for yourself?
9. What do you expect to be doing in five years?
10. What do you see yourself doing in ten years?
11. How would you evaluate your ability to deal with conflict?
12. Would you say that you could deal with high-pressure situations?
13. What quality or attribute do you feel will most contribute to your career success?
14. What were your reasons for selecting your college or university?
15. How will the academic program and coursework you've taken benefit your career?
16. Which college classes or subjects did you like best? Why?
17. What plans do you have for continued study? An advanced degree?
18. Have you ever heard of a GIS Certificate? Do you have one? From where?
19. Tell me what you know about the county.
20. Which is more important to you, the job itself or your salary?
21. What was the most complex assignment you have had? What was your role?
22. How do you determine priorities in scheduling your time?
23. Describe the system you use for keeping track of multiple projects. How do you track your progress so that you can meet deadlines? How do you stay focused?

Technical

24. What level and version of ArcGIS have you used? Describe how you have used it?
 1. What data layers have you created from scratch? Describe the process?
 2. What ArcGIS extensions have you used?
 3. Are you familiar with ArcIMS?
25. If never used ArcGIS what GIS/CAD software have you used?
26. Have you ever had a GIS job before? Intern?
27. Have you ever heard of Mosaic files?
28. Are you familiar with projections and how they relate to one another?
29. What image file formats are you familiar with? Which ones work best with the web?
30. Have you ever worked with a database? If so which one? Describe how?
31. What office suite did you use in school? Which parts?
32. Have you ever heard of GISDay? What have you heard about it?
33. Have you ever taken a programming class? If so what ones?
34. Have you ever created a web page?
 1. If so how? Notepad, FrontPage, DreamWeaver, other
 2. What languages (HTML / ASP / XML)?
35. Are you familiar with what Legal Descriptions are? What types are you familiar with (metes & bounds / lot & block)?
36. Are you familiar with Cadastral Maps?
37. Are you familiar with geometric constructions?
38. Do you enjoy working with others?
 1. What would you do if someone called with a problem opening a GIS file?
39. Do you find that working with GIS is similar to playing video games?
40. Have you ever created a PowerPoint presentation? Do you enjoy doing presentations?

4. Job Postings

- www.co.kane.il.us (Kane County Illinois INTERNET site)
- www.ILGISA.org (Illinois GIS Association / found that most responses come from here)
- See Human Resources for their list of local newspapers used for publishing positions

PART I. COUNTY OF KANE (NON ELECTED DEPARTMENT) – 2008 HEALTH DEPARTMENT 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%	2 40%	0 0%	0 0%	0 0%	1 20%	2 40%	0 0%	0 0%	0 0%
Professionals		86 100%	0 0%	5 5.814%	0 0%	0 0%	0 0%	7 8.14%	54 62.791%	16 18.605%	4 4.651%	0 0%
Technicians		10 100%	0 0%	6 60%	0 0%	0 0%	0 0%	0 0%	4 40%	0 0%	0 0%	0 0%
Protective Services	Sworn	The Health Department does not have any employees in this job category										
	Non-Sworn	The Health Department does not have any employees in this job category										
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		52 100%	0 0%	2 3.846%	1 1.923%	0 0%	0 0%	1 1.923%	13 25%	31 59.615%	3 5.769%	1 1.923%
Skilled Craft		The Health Department does not have any employees in this job category										
Service/Maintenance		The Health Department does not have any employees in this job category										

08/08

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) - 2008 HEALTH UTILIZATION ANALYSIS

MALE						FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
OFFICIALS/EXECUTIVE Workforce #/% CLS #/% Utilization %	40% 59.3% -19.3%	0% 1.8% -1.8%	0% 3.1% -3.1%	0% .7% -.7%	0% 0% 0%	40% 29.8% 10.2%	20% 1.4% 18.6%	0% 2.6% -2.6%	0% .5% -.5%	0% 0% 0%
PROFESSIONALS Workforce #/% CLS #/% Utilization %	5.814% 41.2% -35.386%	0% 1.4% -1.4%	0% 2.3% -2.3%	0% 1.6% -1.6%	0% .1% -.1%	62.791% 47.1% 15.691%	8.14% 1.9% 6.24%	18.605% 2.4% 16.205%	4.651% 1.4% 3.251%	0% .1% -.1%
TECHNICIANS Workforce #/% CLS #/% Utilization %	60% 42.2% 17.8%	0% 2.2% -2.2%	0% 4% -4%	0% 1.2% -1.2%	0% 0% 0%	40% 40.5% -5%	0% 3.6% -3.6%	0% 3.3% -3.3%	0% 1.8% -1.8%	0% 0% 0%
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	3.846% 25.9% -22.05%	0% 1.4% -1.4%	1.923% 5% -3.077%	0% .7% -.7%	0% .1% -.1%	25% 52.8% -27.8%	1.923% 3.5% -1.577	59.615% 8.9% 50.715%	5.769% .7% 5.069%	1.923% .1% 1.823%
SKILLED CRAFT Workforce #/% CLS #/% Utilization %	NOT APPLICABLE									
SVCS/MAINTENANCE Workforce #/% CLS #/% Utilization %	NOT APPLICABLE									



Ethnic Detail for Health

08/08

Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title
CHAVEZ	LESLIE		78	10	F	06	HISPANIC	11001	CLERK I 35H
GAYLE	STEPHAINE	J	78	10	F	06	BLACK	11011	INFORMATION PROCESSOR I 35H
CORBETT	MARGARET	M	78	10	F	06	WHITE	11047	ACCOUNTANT II 35H
FULLER	BETTY	L	78	10	F	06	WHITE	11047	ACCOUNTANT II 35H
AGUIRRE	MARIA	R	78	10	F	06	HISPANIC	11051	DATA COORDINATOR II 35H
BARON	VIVIANA		78	10	F	06	HISPANIC	11051	DATA COORDINATOR II 35H
BUN	SAVINH		78	10	F	06	ASIAN/PACIFIC ISLANDER	11051	DATA COORDINATOR II 35H
CAMPOS	JANETH	A	78	10	F	06	HISPANIC	11051	DATA COORDINATOR II 35H
MARTINEZ	CHRISTINA		78	10	F	06	HISPANIC	11051	DATA COORDINATOR II 35H
SILVA	ANA	B	78	10	F	06	HISPANIC	11051	DATA COORDINATOR II 35H
FELKINS	JEANNETTE	R	78	10	F	06	WHITE	11072	DATA SPECIALIST III 35H
GUGLIELMO	BELINDA		78	10	F	06	WHITE	11072	DATA SPECIALIST III 35H
GARDEA	LETICIA		78	10	F	06	AMERICAN INDIAN/ALASKAN	14011	ADMIN OFFICER I 35H
SMITH	SCOTT	A	78	10	M	06	WHITE	14011	ADMIN OFFICER I 35H
WEBER	SHIRLEY	M	78	10	F	06	WHITE	14011	ADMIN OFFICER I 35H
ANDRADE	ANA	I	78	10	F	06	HISPANIC	14012	ADMIN OFFICER II 35H
ASHLEY	LOUISE		78	10	F	06	WHITE	14012	ADMIN OFFICER II 35H
AVILA	CRUZ	L	78	10	F	06	HISPANIC	14012	ADMIN OFFICER II 35H
BUCHANAN	LAURA	C	78	10	F	06	WHITE	14012	ADMIN OFFICER II 35H

CAMACHO	ELENA		78	10	F	06	HISPANIC	14012	ADMIN OFFICER II	35H
CARDENAS	MARIA	D	78	10	F	06	HISPANIC	14012	ADMIN OFFICER II	35H
DEL TORO	OLGA	M	78	10	F	06	HISPANIC	14012	ADMIN OFFICER II	35H
DIMITRAKIS	ALEXANDRA		78	10	F	06	WHITE	14012	ADMIN OFFICER II	35H
DOMINGUEZ	MARIA	E	78	10	F	06	HISPANIC	14012	ADMIN OFFICER II	35H
FIGUEROA	SOL DAMARIS		78	10	F	06	HISPANIC	14012	ADMIN OFFICER II	35H
GARCIA	MONICA		78	10	F	06	HISPANIC	14012	ADMIN OFFICER II	35H
GAVINA	MARIA	I	78	10	F	06	HISPANIC	14012	ADMIN OFFICER II	35H
GONZALEZ	JUANITA		78	10	F	06	HISPANIC	14012	ADMIN OFFICER II	35H
GONZALEZ	ANNA	R	78	10	F	06	HISPANIC	14012	ADMIN OFFICER II	35H
HERRERA	NORMA	I	78	10	F	06	HISPANIC	14012	ADMIN OFFICER II	35H
LUNA	JOSE	A	78	10	M	06	HISPANIC	14012	ADMIN OFFICER II	35H
MILLET	YVETTE	M	78	10	F	06	HISPANIC	14012	ADMIN OFFICER II	35H
MORALES	ANNA	M	78	10	F	06	HISPANIC	14012	ADMIN OFFICER II	35H
ORTIZ	SANDRA	L	78	10	F	06	HISPANIC	14012	ADMIN OFFICER II	35H
ROBLEDO	MARIA		78	10	F	06	HISPANIC	14012	ADMIN OFFICER II	35H
RODRIGUEZ	ERICA		78	10	F	06	HISPANIC	14012	ADMIN OFFICER II	35H
SOLORZANO	ANA	I	78	10	F	06	HISPANIC	14012	ADMIN OFFICER II	35H
ALMANZA	MARIA	E	78	10	F	06	HISPANIC	14013	ADMIN OFFICER III	35H
ARCH	NORA	S	78	10	F	06	HISPANIC	14013	ADMIN OFFICER III	35H
CROWDER	RHONDA		78	10	F	06	WHITE	14013	ADMIN OFFICER III	35H
ESTRADA	TERESITA	E	78	10	F	06	ASIAN/PACIFIC ISLANDER	14013	ADMIN OFFICER III	35H
HERNANDEZ	LUZ	R	78	10	F	06	HISPANIC	14013	ADMIN OFFICER III	35H
LOPEZ	BEVERLY		78	10	F	06	WHITE	14013	ADMIN OFFICER III	35H
MARSH	CARMELITA		78	10	F	06	ASIAN/PACIFIC ISLANDER	14013	ADMIN OFFICER III	35H
RIOS	CAROLINA	G	78	10	F	06	HISPANIC	14013	ADMIN OFFICER III	35H
RITTER	DIANE	K	78	10	F	06	WHITE	14013	ADMIN OFFICER III	35H
ROSARIO	NEREIDA		78	10	F	06	HISPANIC	14013	ADMIN OFFICER III	35H

ROOP	DIANA	S	78	10	F	06	WHITE	14095	PLANNER I	35H
DEIST	KIRSTEN	A	78	10	F	02	WHITE	14109	NURSE III	35H
FICKAU	KAREN	K	78	10	F	02	WHITE	14109	NURSE III	35H
OKAPAL	JULIANA	R	78	10	F	02	WHITE	14109	NURSE III	35H
SWEDBERG	KATHY	A	78	10	F	02	WHITE	14109	NURSE III	35H
ZWART	JUDITH	M	78	10	F	02	WHITE	14109	NURSE III	35H
FIGUEROA	IRMA	I	78	10	F	02	HISPANIC	14110	NURSE II	35H
GRIFFITH	MARY KAY		78	10	F	02	WHITE	14110	NURSE II	35H
ROMAN	TERESA		78	10	F	02	WHITE	14110	NURSE II	35H
SPANGLER	KATHLEEN		78	10	F	02	WHITE	14110	NURSE II	35H
TIJERINA	SILVIA		78	10	F	02	HISPANIC	14110	NURSE II	35H
URDANETA	MIGDALIA		78	10	F	02	HISPANIC	14110	NURSE II	35H
WARD	JAMES	W	78	10	M	02	WHITE	14111	NURSE I	35H
BRUCE	SALLY	A	78	10	F	02	WHITE	14112	NURSE CONSULTANT	35H
NICOLETTI	LAURA LYN		78	10	F	02	WHITE	14112	NURSE CONSULTANT	35H
SIKORSKI	PATRICIA	A	78	10	F	02	WHITE	14112	NURSE CONSULTANT	35H
SPRINGSTEEN	JOANNE	M	78	10	F	02	WHITE	14112	NURSE CONSULTANT	35H
KREBS	KRISTIN	A	78	10	F	03	WHITE	14113	SANITARIAN I	35H
MOLNAR	NEAL	O	78	10	M	03	WHITE	14113	SANITARIAN I	35H
OLSEN	GREGORY		78	10	M	03	WHITE		SANITARIAN	35H
DURCZAK	JOSEPH	B	78	10	M	03	WHITE	14115	SANITARIAN II	35H
EDER	DANIEL		78	10	M	03	WHITE	14115	SANITARIAN II	35H
MEAD	VICTOR	L	78	10	F	03	WHITE	14115	SANITARIAN II	35H
ODRISCOLL	MICHAEL	J	78	10	M	03	WHITE	14115	SANITARIAN II	35H
PEEL	BEVERLY	A	78	10	F	03	WHITE	14115	SANITARIAN II	35H
SWANSON	ELIZABETH		78	10	F	03	WHITE	14115	SANITARIAN II	35H
BOLINE	SARA	J	78	10	F	02	WHITE	14119	HEALTH PRACTITIONER	35H
ONWUTA	UCHENNA	S	78	10	F	02	BLACK	14119	HEALTH PRACTITIONER	35H
ADAMS	MARY		78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H

BECK	ANNE	J	78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H
BEDNARZ	RITA	C	78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H
BIEDRZYCKI	CYNTHIA	M	78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H
CHARLES	BRINDA		78	10	F	02	ASIAN/PACIFIC ISLANDER	14120	NURSE CASE MANAGER	35H
COSTELLO	ANNE	L	78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H
CULLINANE	MARIANNE	K	78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H
FARROW	CELIA	G	78	10	F	02	HISPANIC	14120	NURSE CASE MANAGER	35H
FEDER	RHONDA	L	78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H
GARCIA	VIANNEY	G	78	10	F	02	HISPANIC	14120	NURSE CASE MANAGER	35H
GARDNER	LISA	M	78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H
GOMEZ	FABIOLA		78	10	F	02	HISPANIC	14120	NURSE CASE MANAGER	35H
HOHMAN	KATHERINE	E	78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H
JAQUEZ	JENNIFER	A	78	10	F	02	HISPANIC	14120	NURSE CASE MANAGER	35H
JULIEN	ANNETTE		78	10	F	02	BLACK	14120	NURSE CASE MANAGER	35H
KANE	CHERYL	K	78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H
KINI	DOROTHY		78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H
LAURILA	SUSAN	M	78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H
LEWIS	CIELITA	S	78	10	F	02	BLACK	14120	NURSE CASE MANAGER	35H
MCCRACKEN	MOLLY	D	78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H
MILLER	LENORA		78	10	F	02	BLACK	14120	NURSE CASE MANAGER	35H
MORENO	VERONICA	A	78	10	F	02	HISPANIC	14120	NURSE CASE MANAGER	35H
MURPHY	NANCY	O	78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H
MURRAY	DIANE	M	78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H
NASH	MADONNA	K	78	10	F	02	BLACK	14120	NURSE CASE MANAGER	35H
NEALEY	SUSAN	M	78	10	F	02	BLACK	14120	NURSE CASE MANAGER	35H
PARIS	JANINE	A	78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H
PISTORIO	LYNN		78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H
POSADA	ADRIANA		78	10	F	02	HISPANIC	14120	NURSE CASE MANAGER	35H
SANCHEZ	VIANEY		78	10	F	02	HISPANIC	14120	NURSE CASE MANAGER	35H

SARRO LOWE	LORI		78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H
SAWDEY	LAURA	A	78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H
VALLE	AMY	M	78	10	F	02	HISPANIC	14120	NURSE CASE MANAGER	35H
VEGA MITCHELL	SILVIA	L	78	10	F	02	HISPANIC	14120	NURSE CASE MANAGER	35H
VIYUOH	DAISY	A	78	10	F	02	BLACK	14120	NURSE CASE MANAGER	35H
WALSH	JEANNETTE	M	78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H
WOOLLARD	ALEXIS	E	78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H
WOOTEN	JUNE	C	78	10	F	02	BLACK	14120	NURSE CASE MANAGER	35H
ZAWACKI	JEANETTE	M	78	10	F	02	WHITE	14120	NURSE CASE MANAGER	35H
LEONARD	ROBERT	L	78	10	M	03	WHITE	14204	EH ENFORCEMENT OFFICER III	35H
WIEGEL	JULIE	A	78	10	F	02	WHITE	15051	EXEC I	35H
CHRISTOFFEL	ELIZABETH	A	78	10	F	02	WHITE	15052	EXEC II	35H
DOBBINS	CLAIRE	B	78	10	F	01	WHITE	15052	EXEC II	35H
FOSSER	KATHLEEN	L	78	10	F	02	WHITE	15052	EXEC II	35H
HEKEL	BARBARA	E	78	10	F	02	WHITE	15052	EXEC II	35H
KREZEL	MAUREEN	A	78	10	F	02	WHITE	15052	EXEC II	35H
MARISHTA	ALKETA	L	78	10	F	02	WHITE	15052	EXEC II	35H
PASCOE	JOY	L	78	10	F	02	WHITE	15052	EXEC II	35H
PINA	MARI	E	78	10	F	02	HISPANIC	15052	EXEC II	35H
SCHLUETER	THOMAS	A	78	10	M	02	WHITE	15052	EXEC II	35H
VERZAL	SHARON	L	78	10	F	02	WHITE	15052	EXEC II	35H
WURST	DONNA	M	78	10	F	02	WHITE	15052	EXEC II	35H
AZHER	MUNEEZA		78	10	F	02	ASIAN/PACIFIC ISLANDER	15053	EXEC III	35H
EINEKE	ALVINA		78	10	F	02	WHITE	15053	EXEC III	35H
HOFF	CHRISTOPHER	R	78	10	M	02	WHITE	15053	EXEC III	35H
ISAACSON	MICHAEL	A	78	10	M	01	WHITE	15053	EXEC III	35H
JEFFERS	BARBARA	J	78	10	F	01	BLACK	15053	EXEC III	35H
MAURICE	GREGORY	M	78	10	M	02	WHITE	15053	EXEC III	35H
POTVIN	JENNIFER	M	78	10	F	02	WHITE	15053	EXEC III	35H

SALAZAR	ELBA		78	10	F	02	HISPANIC	15053	EXEC III	35H
TEBEAU	MARY	M	78	10	F	02	WHITE	15053	EXEC III	35H
CARLSON	FRED	E	78	10	M	02	WHITE	15054	EXEC IV	35H
HASHMI	SARAH	D	78	10	F	02	ASIAN/PACIFIC ISLANDER	15054	EXEC IV	35H
HEATON	THERESA	M	78	10	F	01	WHITE	15054	EXEC IV	35H
SHARP	JULIE	M	78	10	F	06	WHITE	19100	SUPERVISOR	35H
ESPARZA	JUANITA		78	10	F	02	HISPANIC	19200	MANAGER	35H
KUEHNERT	PAUL	L	78	10	M	01	WHITE	19991	DIRECTOR/ADMINISTRATOR	35H
CHILDRESS	HARRY	L	78	10	M	06	WHITE	51001	CLERK I	PT
CONTRERAS	EMILIA		78	50	F	06	HISPANIC	14013	ADMIN OFFICER III	35H
LOPEZ	ELENA		78	50	F	06	HISPANIC	14013	ADMIN OFFICER III	35H
BROWN	KRISTINA	J	78	50	F	02	WHITE	14120	NURSE CASE MANAGER	35H
BROWN	JUANITA	A	78	50	F	02	HISPANIC	14120	NURSE CASE MANAGER	35H
FERRISS	DIANE	L	78	50	F	02	WHITE	14120	NURSE CASE MANAGER	35H
FOSEN	CYNTHIA	A	78	50	F	02	WHITE	14120	NURSE CASE MANAGER	35H
MOSHIER	CAROL	A	78	50	F	02	WHITE	14120	NURSE CASE MANAGER	35H
REYNA	TERESA	A	78	50	F	02	WHITE	14120	NURSE CASE MANAGER	35H
SCHLEICHER	MARY	E	78	50	F	02	WHITE	14120	NURSE CASE MANAGER	35H
BASATHIA	HABIBA		78	50	F	02	ASIAN/PACIFIC ISLANDER	15052	EXEC II	35H

KANE COUNTY HEALTH DEPARTMENT'S
UNDER UTILIZATION NARRATIVE 2008

NARRATIVE UTILIZATION ANALYSIS

Kane County's Health Department labor statistics indicate the most significant under utilization occurs categorically among white males. The Community Labor Statistics (CLS) indicate the following for fiscal year 2008; white males were -35.386% in the professional workforce; -22.05% in the office clerical category along with a -19.3% in the Official/Executive category. However, there was improvement in the Technician's category from previous years. This category was listed as 17.8% which is significantly up from previous years.

Other under utilizations groups were: White females in the area of office clerical a -27.8% ; Asian Males were represented as -7% in the Official/Executive Category -16% in the Professional category and -7% in the Office Clerical category. Asian Females represented -5% in the Official/Executive category whereas Black females were represented as -3.3% in the Technician category. Hispanic males listed at -4% in the Technician category. Asian males were under utilized by -7% in the Official/Executive category and by -16% in the Professional category.

After reviewing the under utilization analysis, the Health Department will continue it's commitment to having a diverse workforce that reflects the community that it serves. This is evident by the current diverse workforce although several categories are under utilized as indicated by the CLS.

The Health Department will continue to actively recruit individuals in the categories identified as under utilized (White and Hispanic males and white females in the respective categories and Asian men and women). The Health Department recognizes the difficulty it will have recruiting White males in the Official/Executive category due to the competitive wages in other non-for profit organizations and for profits organizations that exist in the community. Additionally, males make up less than 5% of the nursing profession nationally and the nursing position falls within the professional category which will limit the increase in White males in the professional category. Lastly, the Health Department recognizes the challenges it will face in recruiting Hispanic and White Males in the Office/Clerical category due to the entry level salaries that are associated with those positions however, we remain committed to the recruiting that population for it's workforce. Although we will continue our efforts to actively recruit the under utilized categories, we have not experience much interest in those categories during recruitment efforts. This profession attracts primarily women, but we will continue to recruit the under served categories.

OBJECTIVES

The Health Department is dedicated to having its workforce reflect the community it represents as identified by the Utilization Analysis Report. The Health Department has established the following objectives for accomplishing it's under utilization:

- Actively recruit White Males for positions in the under utilized categories.
- Actively recruit Hispanic males for positions identified in the under utilized categories.
- Promote and recruit White Females identified as under utilized.
- Actively recruit in the areas under utilized in the various medians: internet postings, local newspaper, County wide and promotions.

STEPS TO ACHIEVE OBJECTIVES

The following steps will be taken by the Health Department to address the under utilization:

- Participate in career fairs at Aurora University, Northern Illinois University, Western Illinois University and Benedictine College
- Post positions on the internet
- Post positions on the County web site and local newspapers
- Promote applicants within Health Department and other County Departments
- Provide job postings to organizations and schools that reach the targeted populations
- Post in professional journals and newsletters

DISSEMINATION

- The Health Department will list the EEO Employer/Program statement on all of it's postings for hire
- Post the EEOC Plan in all 3 Health Departments buildings in a location where all employees have access to the Plan.
- Provide the County's Director of Human Resources a copy of the EEOC for the dissemination of all interested parties
- The Director of Resources and Support at the Health Department will be responsible for the dissemination of the EEOC Plan to all Health Department Employees

**KANE COUNTY HEALTH DEPARTMENT
EEOC Discipline Report 2008**

Month	Total #	Type	Ethnic	National Origin	Gender
January	1	Oral	Hispanic	Mexico	F
March	1	Oral	Hispanic	Mexico	F
March	1	Oral	White	Ireland	F
June	1	Written	Hispanic	Mexico	F
June	1	Written	White	English	F
June	1	Termination	White	English	F
July	1	Oral	White	English	F

Disciplinary Report Summary 2008:

Total number of Disciplinary Actions: 3

Race: 3-Hispanics 4 -Whites

Gender: 7 - Females

National Origin: 3- Mexico, 1 Ireland, 3 English

Sanctions: Oral Reprimands, Written Reprimands, Termination

**Kane County Health Department
EEOC Promotions & Transfers 2008**

Summary: Promotions

Total: 3

Promoted: 3

Gender: 3 Female

Race: 1 Whites, 1 Hispanics, 1 Mexico

Job Category	Promotion from:	Promotion To:	Race	Gender	National origin
Professional	Case Manager	Supervisor	White	Female	German
Professional	Case Manager	Supervisor	Asian/Pacific	Female	India
Clerical	Receptionist	Public Health Associate (PHA)	Hispanic	Female	Mexico
Clerical	PHA	Adm. Asst.	Hispanic	Female	Mexico
Job Category	Transfer from:	Transfer To:	Race	Gender	National origin
Clerical	Health Dept.	Animal Control	W	Male	English

Summary: Transfers

Total: 1

Promoted: 1

Gender: Male

Race: 1 Whites, 0 Hispanics, 0 Blacks

Kane County Health Department

EEOC Publications 2007

Web Sites

Kane County Website

Sent to other Health Departments via e-mail

State Universities (NIU, Emory University, UIC)

NAACHO

APHA

IDPH

Newspapers

The Beacon

The Herald

The Chronicle

The Courier

Professional Publications

The Nursing Spectrum

Newsletters

Illinois Environmental Health Newsletter

State Universities (NIU, ISU, WIU)

Others

Job Fairs

Networking

PART I. COUNTY OF KANE (NON ELECTED DEPARTMENT) – 2008 HUMAN RESOURCE MANAGEMENT WORKFORCE

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	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		3 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	2 66.667%	1 33.333%	0 0%	0 0%
Technicians		The Human Resource Management Department does not have any employees in this job category										
Protective Services	Sworn	The Human Resource Management Department does not have any employees in this job category										
	Non-Sworn	The Human Resource Management 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%	0 0%	0 0%	0 0%	3 100%	0 0%	0 0%	0 0%
Skilled Craft		The Human Resource Management Department does not have any employees in this job category										
Service/Maintenance		The Human Resource Management Department does not have any employees in this job category										

08/08

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) - 2008 HUMAN RESOURCE MANAGEMENT UTILIZATION ANALYSIS

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
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%	66.667% 47.1% 19.567%	0% 1.9% -1.9%	33.333% 2.4% 30.933%	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									



Ethnic Detail for Human Resource Management

08/08

Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title
ACHILLES	ELLEN	L	45	10	F	06	WHITE	14011	ADMIN OFFICER I 35H
CRODDY	DEBRA	A	45	10	F	06	WHITE	14011	ADMIN OFFICER I 35H
MASTRI	JEANETTE	M	45	10	F	06	WHITE	14011	ADMIN OFFICER I 35H
CLARK	PATRICIA	A	45	10	F	02	HISPANIC	15052	EXEC II 35H
THORNTON	JENNIFER	L	45	10	F	02	WHITE	15052	EXEC II 35H
FRITZE	TERESA	D	45	10	F	02	WHITE	15054	EXEC IV 35H
BURMEIER	ELLEN	J	45	10	F	01	WHITE	19991	DIRECTOR/ADMINISTRATOR 35H

Human Resource Department

NARRATIVE UTILIZATION ANALYSIS

A comparison of Human Resource Management Department's workforce percentages to the Community Labor Statistics for Kane County indicates underutilization in several categories.

In the Officials/Executives category, percentages show underutilization in White males by 59.3%, Black males by 1.8%, Hispanic males by 3.1%, and Asian males by .7%. In addition, percentages show underutilization in Black females by 1.4%, Hispanic females by 2.6%, and Asian females by .5%

In the Professional category, the workforce percentages are underutilized in White males by 41.2%, Black males by 1.4%, Hispanic males by 2.3%, Asian males by 1.6%, and American Indian males by .1%. In addition, percentages show underutilization of Black females by 1.9%, Asian females by 1.4%, and American Indian females by .1%.

The Office/Clerical category percentages are underutilized in White males by 25.9%, Black males by 1.4%, Hispanic males by 5%, Asian males by .7%, and American Indian males by .1%. In addition, percentages show underutilization in Black females by 3.5%, Hispanic females by 8.9%, Asian females by .7%, and American Indian females by .1%

The Human Resource Management Department is a small department compared to others in Kane County and has had only one vacancy since 2001. There were seven employees in the department for the time period reported. One white female in the official/executive category resigned and the position was filled by promoting an in-house qualified white female in the professional category that applied for the position. As of the date of this report, there is one professional vacancy that will most likely not be filled due to budgetary constraints.

Per Joe Vocino, author of a special report entitled "On the Rise" in the November, 2003 edition of HR Magazine, "employers in the government, nonprofit and education sectors generally are on the low end of the pay scale for all HR positions". It is possible that the low pay rate discourages males from applying for many of the HR positions in all categories. However, attempts should continue to be made to recruit men for positions that become available in the Human Resource Management Department.

The negative percentages for Black and Hispanic females in the Professional and Office Clerical category are much less than the negative percentages as shown for males in the other categories. Even though this would appear to be less problematic, it does not lessen the importance of actively recruiting minority women for these positions within the Human Resource Management Department.

The Human Resource Management Department follows the EEO policy as outlined in the Kane County Personnel Policy Handbook in all aspects of hiring, promotions and benefits.

DISCIPLINARY ACTIONS

One disciplinary action was taken against a white female professional resulting in termination.

PROMOTIONS/TRANSFERS

No Human Resource Management Department employees were promoted or transferred during the last year. However, one white female transferred into the department in the professional category replacing one white female who resigned in the officials/executive category.

EXISTING EMPLOYMENT POLICIES AND PRACTICES

Vacant positions are posted on the internet. A completed application is required and qualified candidates are interviewed. References for potential employees are checked. The Human Resource Management Department adheres to all Equal Employment Opportunity requirements and other related policies as outlined in the Kane County Personnel Handbook.

PUBLICATIONS/WEBSITES FOR JOB OPENINGS

Kane County website for job applications and current job vacancy information.
Job vacancies are published, if needed, in local newspapers such as:

- Kane County Chronicle
- Beacon News (Aurora, IL)
- Courier News (Elgin, IL)
- Daily Herald (Chicago suburbs)

Professional publications as deemed appropriate by individual departments

PART I. COUNTY OF KANE (NON ELECTED DEPARTMENT) - 2008 KCDEE WORKFORCE

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		2 100%	0 0%	0 0%	0 0%	0 0%	0 0%	2 100%	0 0%	0 0%	0 0%	0 0%
Professionals		19 100%	0 0%	3 15.789%	1 5.263%	0 0%	0 0%	2 10.526%	11 57.895%	2 10.526%	0 %	0 0%
Technicians		KCDEE does not have any employees in this job category										
Protective Services	Sworn	KCDEE does not have any employees in this job category										
	Non-Sworn	KCDEE does not have any employees in this job category										
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		6 100%	0 0%	0 0%	0 0%	0 0%	0 0%	1 16.667%	4 66.667%	1 16.667%	0 0%	0 0%
Skilled Craft		KCDEE does not have any employees in this job category										
Service/Maintenance		KCDEE does not have any employees in this job category										

08-08

08-08

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) 2008 KCDEE UTILIZATION ANALYSIS

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
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%	0% 29.8% -29.8%	100% 1.4% 98.6%	0% 2.6% -2.6%	0% 5% -5%	0% 0% 0%
PROFESSIONALS Workforce #/% CLS #/% Utilization %		15.789% 41.2% -25.411%	0% 1.4% -1.4%	5.263% 2.3% 2.963%	0% 1.6% -1.6%	0% 1% -1%	57.895% 47.1% 10.795%	10.526% 1.9% 8.626%	10.526% 2.4% 8.126%	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%	66.667% 52.8% 13.867%	16.667% 3.5% 13.167%	16.667% 8.4% 7.767%	0% 7% -7%	0% 1% -1%
SKILLED CRAFT Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									
SVCS MAINTENANCE Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									



Ethnic Detail for KCDEE

08/08

Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title
THOMAS	LUGENIA	C	48	50	F	02	BLACK	39200	MANAGER 37.5H
ADAMS	RODNEY	J	48	50	M	02	WHITE	39990	KCDEE EMPLOYEE 37.5H
BECKSTROM	MARK	S	48	50	M	02	WHITE	39990	KCDEE EMPLOYEE 37.5H
CHOROBK	DAWN	R	48	50	F	06	WHITE	39990	KCDEE EMPLOYEE 37.5H
COOPER	DIANE		48	50	F	02	WHITE	39990	KCDEE EMPLOYEE 37.5H
DEDECKER	MICHELLE	M	48	50	F	06	WHITE	39990	KCDEE EMPLOYEE 37.5H
DUHAJ	JEAN	M	48	50	F	02	WHITE	39990	KCDEE EMPLOYEE 37.5H
GALVAN	MARIA	E	48	50	F	06	HISPANIC	39990	KCDEE EMPLOYEE 37.5H
GARCIA JIMENEZ	GLADYS		48	50	F	02	HISPANIC	39990	KCDEE EMPLOYEE 37.5H
GLOVER	LILLIE	M	48	50	F	06	BLACK	39990	KCDEE EMPLOYEE 37.5H
GUTIERREZ	ALICIA		48	50	F	02	HISPANIC	39990	KCDEE EMPLOYEE 37.5H
HERNANDEZ	JESSE	S	48	50	M	02	HISPANIC	39990	KCDEE EMPLOYEE 37.5H
HIBBARD	ARLENE	K	48	50	F	06	WHITE	39990	KCDEE EMPLOYEE 37.5H
MELKA	CAROLYN	R	48	50	F	02	WHITE	39990	KCDEE EMPLOYEE 37.5H
PLACEK	STEVEN	T	48	50	M	02	WHITE	39990	KCDEE EMPLOYEE 37.5H
RAMUS	DEBORAH	A	48	50	F	02	WHITE	39990	KCDEE EMPLOYEE 37.5H
REINHARDT	DEE	A	48	50	F	02	WHITE	39990	KCDEE EMPLOYEE 37.5H
RIFAI	CHERMINE		48	50	F	02	WHITE	39990	KCDEE EMPLOYEE 37.5H

ROBINSON	RENATA		48	50	F	01	BLACK	39990	KCDEE EMPLOYEE	37.5H
SCHINDLBECK	BRENDA	J	48	50	F	02	WHITE	39990	KCDEE EMPLOYEE	37.5H
WALKER	SHARON		48	50	F	02	WHITE	39990	KCDEE EMPLOYEE	37.5H
TERRY	NANCY	A	48	50	F	02	WHITE	39990	KCDEE EMPLOYEE	37.5H
WALL	KATHLEEN	M	48	50	F	02	WHITE	39990	KCDEE EMPLOYEE	37.5H
WALL	NINA	L	48	50	F	02	BLACK	39990	KCDEE EMPLOYEE	37.5H
YAPEJIAN	MARY		48	50	F	06	WHITE	39990	KCDEE EMPLOYEE	37.5H
BANKER	DEBORAH	A	48	50	F	02	WHITE	39991	DIRECTOR/ADMINISTRATOR	37.5H
MCCRAVEN	SHEILA		48	50	F	01	BLACK	39991	DIRECTOR/ADMINISTRATOR	37.5H

KANE COUNTY DEPARTMENT OF EMPLOYMENT AND EDUCATION

A comparison of the Kane County Department of Employment and Education's workforce to the community labor statistics for Kane County indicates underutilization of White, Black, Hispanic, American Indian, Asian or Pacific males and females.

In the office/clerical category, White, Black, Hispanic, American Indian, Asian or Pacific males had the largest underutilization.

After reviewing the results of the underutilization analysis, the Department has identified the need to actively recruit more males for professional and clerical positions. However, hiring will not occur under the current County hiring freeze. In the future, the Department will make every effort to hire qualified individuals. Traditionally, more females apply to these types of jobs rather than qualified males.

It has long been recognized that recruitment and hiring of males for any available positions is difficult. The males the Department has employed aspire to gain experience with the Department and then move on to positions of education or sales. These positions are view as "social service positions, making retention of these individuals challenging.

OBJECTIVE

The Kane County Department of Employment and Education is committed to continuing to make its' workforce profiles reflect the available labor force in the community. The Department will attempt to recruit males from career fairs, advertisements and postings.

#1 * There has been two disciplinary action taken against two employees this fiscal year – both oral reprimands.

Hispanic	Male
Hispanic	Female

#2 ** No employees were promoted in PY'08.

#3 *** The Department continue to include the "EEO Employer/Program including auxiliary aids which are available to individuals with disabilities upon request" on all job postings, advertisements and notifications will be provided where applications for positions can be obtained.

#4 **** List of publications and/pr websites

- Kane County website
- KCDEE website linked to Kane County
- Illinois Skills Match
- Illinois workNet Centers "Career Resource Centers"

PART I. COUNTY OF KANE NON ELECTED DEPARTMENT) – 2008 INFORMATION TECHNOLOGIES WORKFORCE

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		1 100%	0 0%	1 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Professionals		27 100%	1 3.703%	15 55.556%	0 0%	0 0%	0 0%	0 0%	10 37.037%	1 3.703%	0 0%	0 0%
Technicians		The Information Technologies Department does not have any employees in this job category										
Protective Services	Sworn	The Information Technologies Department does not have any employees in this job category										
	Non-Sworn	The Information Technologies Department does not have any employees in this job category										
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		6 100%	0 0%	0 0%	0 0%	0 0%	0 0%	1 16.666%	5 83.333%	0 0%	0 0%	0 0%
Skilled Craft		The Information Technologies Department does not have any employees in this job category										
Service/Maintenance		The Information Technologies Department does not have any employees in this job category										

8/08

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) - 2008 INFORMATION TECHNOLOGIES UTILIZATION ANALYSIS

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. ndian/ Alaska Nat.
OFFICIALS/EXECUTIVE Workforce #/% CLS #/% Utilization %		100% 59.3% 40.7%	0% 1.8% -1.8%	0% 3.1% -3.1%	0% .7% -.7%	0% 0% 0%	0% 29.8% -29.8%	0% 1.4% -1.4%	0% 2.6% -2.6%	0% .5% -.5%	0% 0% 0%
PROFESSIONALS Workforce #/% CLS #/% Utilization %		55.556% 41.2% 14.356%	3.703% 1.4% 2.303%	0% 2.3% -2.3%	0% 1.6% -1.6%	0% .1% -.1%	37.037% 47.1% -10.063%	0% 1.9% -1.9%	3.703% 2.4% 1.303%	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%	83.333% 52.8% 30.533%	16.666% 3.5% 13.166%	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									



Ethnic Detail for Information Technologies

08/08

Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title
HANSON	PATRICIA	A	30	10	F	06	WHITE	11032	DUP MACHINE OPERATOR II 35H
SMITH	GEORGIA	C	30	10	F	06	WHITE	11032	DUP MACHINE OPERATOR II 35H
GREEN	HAZEL	L	30	10	F	06	BLACK	11033	DUP MACHINE OPERATOR III 35H
POMPA	LINDSAY	N	30	10	F	06	WHITE	11033	DUP MACHINE OPERATOR III 35H
MUELLER	DONNA	J	30	10	F	06	WHITE	11046	ACCOUNTANT I 35H
STOVER	PEGGY	I	30	10	F	02	WHITE	11055	SYSTEM PROGRAMMER II 35H
POMPA	KIM	D	30	10	F	02	WHITE	11063	DESIGNER I 35H
BANAS	TARRI	D	30	10	F	02	WHITE	11066	SENIOR DESIGNER 35H
ERICKSON	GARY	R	30	10	M	02	WHITE	11066	SENIOR DESIGNER 35H
NEUENKIRCHEN	DAVIS	E	30	10	M	02	WHITE	11066	SENIOR DESIGNER 35H
SIENKIEWICZ	ELLEN	L	30	10	F	02	WHITE	11066	SENIOR DESIGNER 35H
VAN DE VEIRE	MICHAEL		30	10	M	02	WHITE	11066	SENIOR DESIGNER 35H
TOLLESTRUP	JANINE	M	30	10	F	02	WHITE	11067	SENIOR ANALYST 35H
NEITZEL	PAUL	L	30	10	M	02	WHITE	11068	SENIOR SYSTEMS PROGRAMMER 35H
BULKLEY	WILLIAM	D	30	10	M	02	WHITE	11074	NETWORK SVC SPECIALIST I 35H
FORTIN	CARISSA	L	30	10	F	02	HISPANIC	11074	NETWORK SVC SPECIALIST I 35H
GWILLIM	ERIC	C	30	10	M	02	WHITE	11074	NETWORK SVC SPECIALIST I 35H
LANDRY SCHLAPP	GERTRUDE	M	30	10	F	02	WHITE	11074	NETWORK SVC SPECIALIST I 35H

BURKHALTER	KAREN	M	30	10	F	02	WHITE	11075	NETWORK SVC SPECIALIST II 35H
KLOESE	JONATHAN	D	30	10	M	02	WHITE	11076	NETWORK SVC SPECIALIST III 35H
RADMAN	EDWARD	M	30	10	M	02	WHITE	11076	NETWORK SVC SPECIALIST III 35H
ZAKOSEK	JOHN		30	10	M	02	WHITE	11076	NETWORK SVC SPECIALIST III 35H
SHIVE	ROBERT	M	30	10	M	02	WHITE	11077	SECURITY ADMINISTRATOR
KOLEK	SANDRA	L	30	10	F	02	WHITE	15051	EXEC I 35H
PHILLIPS	DEBBIE	A	30	10	F	02	WHITE	15051	EXEC I 35H
LAKE	WILLIAM	D	30	10	M	02	WHITE	15053	EXEC III 35H
FAHNESTOCK	ROGER	A	30	10	M	01	WHITE	19991	DIRECTOR/ADMINISTRATOR 35H
REED	JILL	A	30	10	F	06	WHITE	21036	PRINTER I 40H
HUGHES	JEFFREY	O	30	10	M	02	WHITE	21074	NETWORK SVC SPECIALIST I 40HR
MARSZALEK	PETER	J	30	10	M	02	WHITE	21074	NETWORK SVC SPECIALIST I 40HR
SMITH	ANDREW	J	30	10	M	02	WHITE	21074	NETWORK SVC SPECIALIST I 40HR
TURNER	ERIK	W	30	10	M	02	WHITE	21075	NETWORK SVCS SPECIALIST II 40H
FRANKLIN	ANTHONY		30	10	M	02	BLACK	21076	NETWORK SVCS SPECIALIST III 40
STRIKE	MITZI	A	30	10	F	02	WHITE	25052	EXEC II 40H

Information Technologies Department
Kane County Government Center

Roger A. Fahnestock
Director of Information Technologies
630-232-3571



719 Batavia Avenue
Geneva, Illinois 60134
Fax 630-232-3579

Equal Opportunity Employment Plan Report

Date: May 15, 2009

To: Maureen Anderson, Assistant Director – Human Resource Management

From: Roger A. Fahnestock 

Re: EEOP Report for Information Technologies Department

The Information Technologies (IT) Department has reviewed the recent reports on employment, job group categories, community labor statistics, and utilization. The IT Department was asked to identify and explain any under utilization information that represented utilization score of less than -3%.

In considering the -3% categories, the IT Department "executive" job category received a utilization score of -3.1 % for Hispanic Male and -29.8% for White Female. The IT Department has only one executive position in the department, and the position is held by a White Male. The IT Department does not recommend expanding the number of executive positions in the IT Department but is willing to consider recommendations.

The IT Department "professionals" job category received a utilization score of -10.063% for White Female. The IT Department does not have a position open for this category. In the event a "professionals position becomes available in the IT Department, the IT Department will attempt to address this area of utilization as directed by the Human Resources Department.

The IT Department "office/clerical" job category received a utilization score of -25.9% for White Male, -5% for Hispanic Male and -8.9% for Hispanic Female. The IT Department does not have a single office/clerical staff person in these categories, White or Hispanic Male and Hispanic Female. In the event an office/clerical position becomes available in the IT Department, the IT Department will attempt to address these areas of utilization as directed by the Human Resources Department.

PART I. COUNTY OF KANE (NON ELECTED DEPARTMENT) – 2008 KCDEE WORKFORCE

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		2 100%	0 0%	0 0%	0 0%	0 0%	0 0%	2 100%	0 0%	0 0%	0 0%	0 0%
Professionals		19 100%	0 0%	3 15.789%	1 5.263%	0 0%	0 0%	2 10.526%	11 57.895%	2 10.526%	0 %	0 0%
Technicians		KCDEE does not have any employees in this job category										
Protective Services	Sworn	KCDEE does not have any employees in this job category										
	Non-Sworn	KCDEE does not have any employees in this job category										
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		6 100%	0 0%	0 0%	0 0%	0 0%	0 0%	1 16.667%	4 66.667%	1 16.667%	0 0%	0 0%
Skilled Craft		KCDEE does not have any employees in this job category										
Service/Maintenance		KCDEE does not have any employees in this job category										

08/08

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) – 2008 KCDEE UTILIZATION ANALYSIS

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
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%	0% 29.8% -29.8%	100% 1.4% 98.6%	0% 2.6% -2.6%	0% .5% -.5%	0% 0% 0%
PROFESSIONALS Workforce #/% CLS #/% Utilization %		15.789% 41.2% -25.411%	0% 1.4% -1.4%	5.263% 2.3% 2.963%	0% 1.6% -1.6%	0% .1% -.1%	57.895% 47.1% 10.795%	10.526% 1.9% 8.626%	10.526% 2.4% 8.126%	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%	66.667% 52.8% 13.867%	16.667% 3.5% 13.167%	16.667% 8.9% 7.767%	0% .7% -.7%	0% .1% -.1%
SKILLED CRAFT Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									
SVCS/MAINTENANCE Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									



Ethnic Detail for KCDEE

08/08

Last Name	First Name	MI	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title
THOMAS	LUGENIA	C	48	50	F	02	BLACK	39200	MANAGER 37.5H
ADAMS	RODNEY	J	48	50	M	02	WHITE	39990	KCDEE EMPLOYEE 37.5H
BECKSTROM	MARK	S	48	50	M	02	WHITE	39990	KCDEE EMPLOYEE 37.5H
CHOROBK	DAWN	R	48	50	F	06	WHITE	39990	KCDEE EMPLOYEE 37.5H
COOPER	DIANE		48	50	F	02	WHITE	39990	KCDEE EMPLOYEE 37.5H
DEDECKER	MICHELLE	M	48	50	F	06	WHITE	39990	KCDEE EMPLOYEE 37.5H
DUCHAJ	JEAN	M	48	50	F	02	WHITE	39990	KCDEE EMPLOYEE 37.5H
GALVAN	MARIA	E	48	50	F	06	HISPANIC	39990	KCDEE EMPLOYEE 37.5H
GARCIA JIMENEZ	GLADYS		48	50	F	02	HISPANIC	39990	KCDEE EMPLOYEE 37.5H
GLOVER	LILLIE	M	48	50	F	06	BLACK	39990	KCDEE EMPLOYEE 37.5H
GUTIERREZ	ALICIA		48	50	F	02	HISPANIC	39990	KCDEE EMPLOYEE 37.5H
HERNANDEZ	JESSE	S	48	50	M	02	HISPANIC	39990	KCDEE EMPLOYEE 37.5H
HIBBARD	ARLENE	K	48	50	F	06	WHITE	39990	KCDEE EMPLOYEE 37.5H
MELKA	CAROLYN	R	48	50	F	02	WHITE	39990	KCDEE EMPLOYEE 37.5H
PLACEK	STEVEN	T	48	50	M	02	WHITE	39990	KCDEE EMPLOYEE 37.5H
RAMUS	DEBORAH	A	48	50	F	02	WHITE	39990	KCDEE EMPLOYEE 37.5H
REINHARDT	DEE	A	48	50	F	02	WHITE	39990	KCDEE EMPLOYEE 37.5H
RIFAI	CHERMINE		48	50	F	02	WHITE	39990	KCDEE EMPLOYEE 37.5H

ROBINSON	RENATA		48	50	F	01	BLACK	39990	KCDEE EMPLOYEE	37.5H
SCHINDLBECK	BRENDA	J	48	50	F	02	WHITE	39990	KCDEE EMPLOYEE	37.5H
WALKER	SHARON		48	50	F	02	WHITE	39990	KCDEE EMPLOYEE	37.5H
TERRY	NANCY	A	48	50	F	02	WHITE	39990	KCDEE EMPLOYEE	37.5H
WALL	KATHLEEN	M	48	50	F	02	WHITE	39990	KCDEE EMPLOYEE	37.5H
WALL	NINA	L	48	50	F	02	BLACK	39990	KCDEE EMPLOYEE	37.5H
YAPEJIAN	MARY		48	50	F	06	WHITE	39990	KCDEE EMPLOYEE	37.5H
BANKER	DEBORAH	A	48	50	F	02	WHITE	39991	DIRECTOR/ADMINISTRATOR	37.5H
MCCRAVEN	SHEILA		48	50	F	01	BLACK	39991	DIRECTOR/ADMINISTRATOR	37.5H

KANE COUNTY DEPARTMENT OF EMPLOYMENT AND EDUCATION

A comparison of the Kane County Department of Employment and Education's workforce to the community labor statistics for Kane County indicates underutilization of White, Black, Hispanic, American Indian, Asian or Pacific males and females.

In the office/clerical category, White, Black, Hispanic, American Indian, Asian or Pacific males had the largest underutilization.

After reviewing the results of the underutilization analysis, the Department has identified the need to actively recruit more males for professional and clerical positions. However, hiring will not occur under the current County hiring freeze. In the future, the Department will make every effort to hire qualified individuals. Traditionally, more females apply to these types of jobs rather than qualified males.

It has long been recognized that recruitment and hiring of males for any available positions is difficult. The males the Department has employed aspire to gain experience with the Department and then move on to positions of education or sales. These positions are viewed as "social service positions, making retention of these individuals challenging.

OBJECTIVE

The Kane County Department of Employment and Education is committed to continuing to make its' workforce profiles reflect the available labor force in the community. The Department will attempt to recruit males from career fairs, advertisements and postings.

#1 * There has been two disciplinary action taken against two employees this fiscal year – both oral reprimands.

Hispanic	Male
Hispanic	Female

#2 ** No employees were promoted in PY'08.

#3 *** The Department continue to include the "EEO Employer/Program including auxiliary aids which are available to individuals with disabilities upon request" on all job postings, advertisements and notifications will be provided where applications for positions can be obtained.

#4 **** List of publications and/pr websites

- Kane County website
- KCDEE website linked to Kane County
- Illinois Skills Match
- Illinois workNet Centers "Career Resource Centers"

PART I. COUNTY OF KANE NON ELECTED DEPARTMENT – 2008 TRANSPORTATION WORKFORCE REVISED

		MALE					FEMALE				
Job Category	TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators	1 100%	0 0%	1 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Professionals	20 100%	0 0%	15 75%	1 5%	0 0%	0 0%	0 0%	4 20%	0 0%	0 0%	0 0%
Technicians	6 100%	0 0%	5 83.333%	0 0%	0 0%	0 0%	0 0%	1 16.667%	0 0%	0 0%	0 0%
Protective Services	Sworn	The Transportation Department does not have any employees in the job category									
	Non-Sworn	The Transportation Department does not have any employees in the job category									
Para-Professional		This category no longer exists in the 2000 census data									
Office/Clerical	6 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	6 100%	0 0%	0 0%	0 0%
Skilled Craft	31 100%	2 6.451%	28 90.323%	0 0%	0 0%	0 0%	0 0%	1 3.226%	0 0%	0 0%	0 0%
Service/Maintenance		The Transportation Department does not have any employees in the job category									

08/08

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) – 2008 TRANSPORTATION UTILIZATION ANALYSIS

REVISED

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
OFFICIALS/EXECUTIVE Workforce #/% CLS #/% Utilization %		100% 59.3% 40.7%	0% 1.8% -1.8%	0% 3.1% -3.1%	0% .7% -.7%	0% 0% 0%	0% 29.8% -29.8%	0% 1.4% -1.4%	0% 2.6% -2.6%	0% .5% -.5%	0% 0% 0%
PROFESSIONALS Workforce #/% CLS #/% Utilization %		75% 41.2% 33.8%	0% 1.4% -1.4%	5% 2.3% 2.7%	0% 1.6% -1.6%	0% .1% -.1%	20% 47.1% -27.1%	0% 1.9% -1.9%	0% 2.4% -2.4%	0% 1.4% -1.4%	0% .1% -.1%
TECHNICIANS Workforce #/% CLS #/% Utilization %		83.333% 42.2% 41.133%	0% 2.2% -2.2%	0% 4% -4%	0% 1.2% -1.2%	0% 0% 0%	16.667% 40.5% -23.833%	0% 3.6% -3.6%	0% 3.3% -3.3%	0% 1.8% -1.8%	0% 0% 0%
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 %		90.323% 68.5% 21.823%	6.451% 2.4% 4.051%	0% 17.9% -17.9%	0% .7% -.7%	0% .3% -.3%	3.226% 4.4% -1.174%	0% .6% -.6%	0% 3.8% -3.8%	0% .4% -.4%	0% 0% 0%
SVCS/MAINTENANCE Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									



Ethnic Detail for KDOT

08/08

Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title
SCHUM	BARBARA	A	83	10	F	06	WHITE	11047	ACCOUNTANT II 35H
SULLIVAN	ROBERT	M	83	10	M	02	WHITE		PLANNER 35H
FILES	HEIDI	M	83	10	F	02	WHITE	14096	PLANNER II 35H
KAKOCZKI	AVA	V	83	10	F	02	WHITE	21048	ACCOUNTANT III 40 HRS
MCCORKLE	LAURA	J	83	10	F	06	WHITE	24012	ADMIN OFFICER II 40H
PHILIPS	MARY	M	83	10	F	06	WHITE	24012	ADMIN OFFICER II 40H
STARCEVICH	GLENDA	J	83	10	F	06	WHITE	24012	ADMIN OFFICER II 40H
HAINES	LINDA	K	83	10	F	06	WHITE	24013	ADMIN OFFICER III 40 HR
MARTIN	CYNTHIA	L	83	10	F	03	WHITE	24048	ENGINEERING TECHNICIAN IV 40H
SEYLLER	JAY	E	83	10	M	03	WHITE	24048	ENGINEERING TECHNICIAN IV 40H
GUDDENDORF	JOHN	J	83	10	M	03	WHITE	24049	ENGINEERING TECHNICIAN V 40H
SZABO	THOMAS	F	83	10	M	03	WHITE	24049	ENGINEERING TECHNICIAN V 40H
COFFINBARGAR	STEVEN	W	83	10	M	02	WHITE	24080	TRANSPORTATION PLANNER III 40H
SCHRAMER	BRYAN	E	83	10	M	07	WHITE	24083	ENGINEERING TECHNICIAN III 40H
JOHNSON	RAYMOND	E	83	10	M	03	WHITE	24084	ENGINEERING TECHNICIAN IV 40H
MCGRAW	KEITH	B	83	10	M	03	WHITE	24084	ENGINEERING TECHNICIAN IV 40H
SMITH	HOLLY	V	83	10	F	02	WHITE	24087	TRANSPORTATION PLANNER I 40H
BOESCH	DAVID	J	83	10	M	03	WHITE	24088	ENGINEERING TECH SUPERVR 40H
PETTIGREW	JANET	A	83	10	F	02	WHITE	24089	RIGHT OF WAY COORDINATOR 40H
HUNOLD	BRAD	J	83	10	M	02	WHITE		CIVIL ENGINEER I 40H

ZAHAROPOULOS	DIMOS	G	83	10	M	02	WHITE	25021	CIVIL ENGINEER I	40H
KAUFMANN	CHRISTOPHER	J	83	10	M	02	WHITE	25022	CIVIL ENGINEER II	40H
LAFLEUR	PAUL	S	83	10	M	02	WHITE	25023	CIVIL ENGINEER III	40H
NIKA	KURT	E	83	10	M	02	WHITE	25024	CIVIL ENGINEER IV	40H
ZAKOSEK	MICHAEL	D	83	10	M	02	WHITE	25024	CIVIL ENGINEER IV	40H
HOLCOMB	PAUL	L	83	10	M	02	WHITE	25025	CIVIL ENGINEER V	40H
KLINICKI	ARTHUR	C	83	10	M	02	WHITE	25025	CIVIL ENGINEER V	40H
GOMEZ	EMMANUEL		83	10	M	02	HISPANIC	25026	CIVIL ENGINEER VI	40H
DICKSON	WILLIAM	J	83	10	M	02	WHITE	25051	EXEC I	40H
SIROTZKE	GARY	M	83	10	M	02	WHITE	25052	EXEC II	40H
YEHNERT	MARIAN JOY		83	10	F	02	WHITE	25052	EXEC II	40H
LEBO	KURT	D	83	10	M	02	WHITE	25053	EXEC III	40H
RICKERT	THOMAS	B	83	10	M	02	WHITE	25054	EXEC IV	40H
ZULKOWSKI	STEPHEN	D	83	10	M	06	WHITE	26001	STUDENT INTERN	40H
MOWERS	LUCAS	J	83	30	M	07	WHITE	20245	HIGHWAY MAINTAINER I	40H
ABNER	JOHN	T	83	30	M	07	WHITE	20246	HIGHWAY MAINTAINER II	40H
COLLINS	THOMAS	W	83	30	M	07	WHITE	20246	HIGHWAY MAINTAINER II	40H
FREELAND	ROBERT	A	83	30	M	07	WHITE	20246	HIGHWAY MAINTAINER II	40H
HOPKINS	JAMES	G	83	30	M	07	BLACK	20246	HIGHWAY MAINTAINER II	40H
INGRAM	BRUCE	O	83	30	M	07	WHITE	20246	HIGHWAY MAINTAINER II	40H
WATROUS	JEROMY	S	83	30	M	07	WHITE	20246	HIGHWAY MAINTAINER II	40H
CULLINS	JOSEPH	R	83	30	M	07	BLACK	20247	HIGHWAY MAINTAINER III	40H
FORTH	FREDDIE		83	30	M	07	WHITE	20247	HIGHWAY MAINTAINER III	40H
HAUSER	CORY	N	83	30	M	07	WHITE	20247	HIGHWAY MAINTAINER III	40H
RAMM	CHARLES	P	83	30	M	07	WHITE	20247	HIGHWAY MAINTAINER III	40H
ROUSH	GARY		83	30	M	07	WHITE	20247	HIGHWAY MAINTAINER III	40H
SCARDAMAGLIA	WILLIAM	J	83	30	M	07	WHITE	20247	HIGHWAY MAINTAINER III	40H
SLIWA	MARION	A	83	30	M	07	WHITE	20247	HIGHWAY MAINTAINER III	40H
THUESTAD	RONALD	B	83	30	M	07	WHITE	20247	HIGHWAY MAINTAINER III	40H
VANACKER	ANDREW	J	83	30	M	07	WHITE	20247	HIGHWAY MAINTAINER III	40H

SIEGMANN	MICHAEL	W	83	30	M	01	WHITE	20260	INVENTORY MANAGER	40H
VOLKENING	JOSHUA	J	83	30	M	03	WHITE	23044	MECHANIC II	40H
BLEDSE	JAMES	L	83	30	M	07	WHITE	23045	MECHANIC III	40H
HAUSER	CARL	J	83	30	M	07	WHITE	23045	MECHANIC III	40H
HERRMANN	DAVID	M	83	30	M	07	WHITE	23045	MECHANIC III	40H
EDWARDS	WILLIAM	G	83	30	M	07	WHITE	23052	MAINTENANCE SUPERVISOR	40H
VER VYNCK	SCOTT	J	83	30	M	07	WHITE	23052	MAINTENANCE SUPERVISOR	40H
VOSS	GARY	M	83	30	M	07	WHITE	23052	MAINTENANCE SUPERVISOR	40H
SCHOEDEL	CARL		83	30	M	01	WHITE	29992	COUNTY ENGINEER	40H
BEART	THOMAS	C	83	30	M	07	WHITE	29994	TECH I	40H
BIDDLE	CHRISTY	M	83	30	F	07	WHITE	29994	TECH I	40H
MATHIEU	CHESTER		83	30	M	07	WHITE	29994	TECH I	40H
MOWERS	JAMES	R	83	30	M	07	WHITE	29994	TECH I	40H
SCHRAMER	MICHAEL	J	83	30	M	07	WHITE	29994	TECH I	40H
VERHAEGHE	JAMES	E	83	30	M	03	WHITE	29994	TECH I	40H

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KANE COUNTY DIVISION OF TRANSPORTATION 2008 UTILIZATION ANALYSIS NARRATIVE

A comparison of the Kane County Division of Transportation (KDOT) workforce to the Community Labor Statistics (CLS) for Kane County is described in the following paragraphs. Analysis is presented based on Gender/Race-National Origin classification as well as within each job group. For KDOT, there are 5 applicable job group categories:

- 01 Officials/Executive
- 02 Professionals
- 03 Technicians
- 06 Office/Clerical
- 07 Skilled Craft

EXECUTIVE SUMMARY

Considering the categories within the Occupational Crosswalk, this results in 50 possible combinations (5 job groups x 2 genders x 5 races/national origins = 50 combinations). Of these combinations, **37 of 50 are considered within range** (defined as -3% or better compared to the applicable CLS statistic for Kane County).

The remaining 13 combinations are areas where the job group category is -3% (or further) compared to the applicable CLS statistic. These categories are addressed in the narrative below, however, **given the extremely small sample sizes, there are limitations to the interpretation of this data**. In all of the job group categories, a change of gender/race-national origin for single employee position can dramatically affect the utilization percentage.

Utilization percentages show several **patterns that warrant continued attention**. In particular:

- White males are generally over-represented for all job group categories.
- Hispanic males are under-represented in most job group categories, except "Professionals"
- Females (regardless of Race-National Origin) are under-represented in several of the more technical job group categories: Officials/Executive, Professionals, and Technicians.

For Kane County, the CLS statistics for Asian/Pacific Islander and American Indian/Native Alaskan regardless of gender are very low numbers (less than 2%) in all job group categories. As a result, even though there are no KDOT employees in either category, the utilization percentages are all within 3%. Therefore, the **utilization percentage cannot be the only guide when reviewing equal employment goals**.

KDOT administers several seasonal employment programs that provide on-the-job training and experience in several job group categories. Therefore, **in addressing the areas of concern identified in the utilization analysis, special attention should be paid to these seasonal employment programs**.

ANALYSIS BY GENDER/RACE-NATIONAL ORIGIN

Male Gender by Race and National Origin

- White males are generally over-represented for all job group categories.
- Hispanic males are under-represented in most job group categories, except the Professionals job group where KDOT exceeds the CLS statistic. Interestingly, a single Hispanic male employee is enough for KDOT to exceed the CLS statistic for the Professionals job group. The most striking difference appears in the Skilled Craft category. Because there are currently no Hispanic employees in this job group, this category is -17.9% out of range.
- Black males are generally within range for all job group categories (within 3%). Black males are actually slightly over-represented in the Skilled Craft job group. Interestingly, there are only 2 Black males in this category, but this is enough to exceed the applicable CLS statistic.
- Currently, the CLS statistics for Asian/Pacific Islander males and American Indian/Native Alaskan males are low numbers (less than 2%) in each job group category. While there are no employees in this cross-category, neither of these would be considered "out of range" using -3% or greater as the comparison.

Female Gender by Race and National Origin

- White females are under-represented in the more technical job group categories: Officials/Executive, Professionals, and Technicians, but over-represented in the Office/Clerical category.
 - Black females are generally under-represented in all job group categories. However, all categories are within 4.0% of the CLS statistic.
 - Hispanic females are under-represented in all job group categories. The largest disparity is within the Office/Clerical job group at -8.9%.
 - Currently, the CLS statistics for Asian/Pacific Islander females and American Indian/Native Alaskan females are low numbers (less than 2%) in each job group category. While there are no employees in this cross-category, neither of these would be considered "out of range" using -3% or greater as the comparison.
-

ANALYSIS BY JOB GROUP CATEGORY

01 Officials and Administrators

Officials/Executive job group, there is only one individual. This individual is currently a White male (i.e., White males constitute 100% of this job class). Therefore, several other CLS statistics are automatically out of range: Hispanic males (-3.1%) and White females (-29.8%). KDOT tends to promote from within, so these statistics may shift in the future; there are qualified women and minorities within the Professionals job group, which is the most likely pool of internal candidates. The County may consider this as future appointments are made.

02 Professionals

Only White females are more than -3% out of range in this job group category. Professional positions within the department are technical in nature and generally require a Civil Engineering Bachelors Degree, and may require licensure by the State of Illinois. White female enrollment in the engineering field is dramatically lower than that of their male counterparts, hindering recruiting efforts. One half of the professional positions are in Civil Engineering and all are presently filled with white males. According to the 2008 Bureau of Labor Statistics only 10.4 % of employed Civil Engineers are female. There is a continuing shortfall in women entering this field. One area of progress in recent years has been within the specialized field of Transportation Planning. Several recent hires in this specialty have been White females, thus the comparison statistics in this job class have been improving. There are currently 20 employees in this job group, so a single individual represents 5% of the job group and a single change has a significant bearing on future statistics.

03 Technicians

White males are over-represented in this job group and White, Black, and Hispanic females are each more than -3% out of range. These positions are typically filled by persons without engineering degrees who are performing engineering-related work. Often, these positions are filled internally, by non-degreed persons with applicable experience. Thus the race/gender makeup of this group is more reflective of the past makeup within the Department. In the last year, this job group category has already moved closer to the CLS statistics, as the makeup of the department continues to change. The Department recognizes the need to actively recruit more females and minorities into the Technicians job group. There are only 6 employees in this group, so a single individual represents 16.7% of the job group and a single change can have a dramatic effect on future statistics.

06 Office/Clerical

Hispanic males are under-represented in this job group. Black females and Hispanic females are also under-represented. Meanwhile, White females are over-represented. There are currently 6 employees in this job class, so a change of one or two individuals will have a dramatic effect on the statistics. The Department recognizes the particular need to actively recruit more males and minority females (especially Black and Hispanic) into the Office/Clerical job group as permanent positions become available.

07 Skilled Craft

In general, males are over-represented in this job group. However, both Hispanic males and Hispanic females are under-represented. This group is made up of Highway Maintainers and Vehicle/Equipment Mechanics along with their Supervisors. These personnel carry a Commercial Drivers License (CDL) and are called on to drive snow plow trucks during the winter months and may be called on to mow grass during the summer months. There is currently one white female employee, hired in 2005. In particular, the Department recognizes the need to actively recruit more Hispanic males and females of all ethnicities into the Skilled Craft job group. There are currently 31 employees in this job class. The turnover in this group is fairly low: during the previous fiscal year (2007), there was only 1 vacancy for a permanent position. Therefore, a more long-term view of recruiting goals is appropriate here.

REPORTS

Report 1: Disciplinary Actions FY2008

Gender	B White	C Black	D Hispanic	E Asian or Pacific Islander	F American Indian or Alaskan Native	Action
Male	7	-	-	-	-	Verbal Warning
Female	-	-	-	-	-	
Male	4	1	-	-	-	Written Warning
Female	-	-	-	-	-	
Male	-	-	-	-	-	Suspension
Female	-	-	-	-	-	
Male	-	-	-	-	-	Termination
Female	-	-	-	-	-	
Totals	11	1				Total = 12

Report 2: Applications for Promotion/Transfer FY2008

Gender	B White	C Black	D Hispanic	E Asian or Pacific Islander	F American Indian or Alaskan Native	Action
Male	-	-	-	-	-	Promotion/ Transfer
Female	-	-	-	-	-	
Male	1	-	-	-	-	Denial
Female	-	-	-	-	-	
Totals	1	-	-	-	-	Total = 1

Report 3: Employment Policies and Practices

Employment practices depend on the job class group in question. For this purpose, KDOT can be effectively divided into two broader groupings:

- Maintenance staff including job class category 07. Most of these positions are governed by a collective bargaining agreement which includes promotional testing. This is described in more detail below.
- Administrative, Professional and Technical staff: including job class categories 01, 02, 03, and 06 above. These positions typically require specialized training or experience; employment practices are described below.

Promotions

Consistent with County policy, KDOT prefers to promote from within when possible. Therefore all vacancies to be filled are posted internally (within the Department) and on the Kane County website through the Department of Human Resource Management. Most vacancies are filled in this manner.

Promotions within the Maintenance section are generally governed by the collective bargaining agreement. The contract describes a tiered promotion system where a new-hire is hired in at an entry level position (either Mechanic I or Highway Maintainer I). These persons can achieve two promotions (to level II or III) by taking skill tests offered at reasonable intervals (6 months or more).

Mechanic II requires 5 years experience in automotive or truck repair/maintenance and ASE certification in Medium/Heavy Truck air brakes. The ASE certification includes the relevant testing and is typically conducted by a third party (such as Waubensee Community College). ASE is the nationally recognized authority on automotive maintenance/repair and certification is the best indicator of proficiency.

Mechanic III meets all the same experiential requirements as a Mechanic II, but also must achieve certification as ASE Master Medium/Heavy Truck Technician. The ASE certification includes the relevant testing and is typically conducted by a third party (such as Waubensee Community College). ASE is the nationally recognized authority on automotive maintenance/repair and certification is the best indicator of proficiency.

Highway Maintainers can achieve promotion to Highway Maintainer II or III by taking a series of tests administered by a third party (such as VISTA Training, Inc.) These are tests on skills that are applicable to the position: on Work Zone Safety, Wheel Loader Operation, Backhoe Operation, Motor Grader Operation, Tree-Felling, and Sign Installation. Proficiency on the exams determines the level to which the applicant will be promoted.

Within the bargaining agreement, there are also union “crew leader” positions called Tech I. These positions do not require specific testing, as they are a “quasi-management” position. When vacancies arise, these positions are posted and interviews are conducted. Since its inception in 2000, all of these positions have been filled internally within the Department.

Administrative/Professional/Technical employees are typically promoted through an interview process. When vacancies exist, they are posted internally and on the Kane County website. Depending on the position and the pool of qualified candidates, the Department may also advertise the position in professional publications, trade magazines, and other outlets (see “Advertising” below). This is more common in the Engineering and Planning positions, which require more specialized qualifications. Management supervisors within the Maintenance section are also selected using an interview process, but are almost exclusively promoted from within the ranks.

Seasonal Employment Programs

There are several unique seasonal employment programs that KDOT maintains: the Engineering Cooperative Education program (co-op), and the Seasonal Maintenance Workers (Snowbirds/Summerbirds). In each program, seasonal workers are hired to assist full-time staff. In a sense, this is a training program: workers who gain experience at KDOT will be uniquely qualified to perform those duties if future full-time opportunities arise. Assuming they

performed well, former co-ops would be ideal candidates for entry-level Professional positions, while former Snowbirds or Summerbirds would be ideal candidates for the Skilled Craft positions. Therefore, in addressing the areas of concern identified in the Utilization Analysis discussion, special attention should be paid to these seasonal employment programs.

ADVERTISING & JOB POSTING

For the maintenance section (Skilled Craft) positions, posting the vacancy on the County Website has been sufficient to generate a large enough pool of qualified candidates. Historically, very little "outside" advertising has been done for these positions.

For Professional/Technical/Administrative positions, KDOT has relied on outside advertising outlets when the pool of qualified internal candidates was deemed to be insufficient. Obviously, this depends on the particular vacancy and the level of experience and qualifications desired. In general, the Engineering and Planning positions require a more specialized outreach. In contrast, the majority of Administrative positions are filled internally (Kane County website), however KDOT has also (infrequently) advertised in local newspapers for Administrative positions.

KDOT has used a variety of professional publications, technical societies, industry associations, and similar agencies for this type of recruiting in the past. Relevant examples include:

Organization	Publication	Websites
American Society of Civil Engineers (ASCE)	Civil Engineering Magazine	www.asce.org www.isasce.org
American Public Works Association (APWA)	Public Works Magazine	www.apwa.net
National Society of Professional Engineers (NSPE)	PE Magazine	www.nspe.org
Illinois Department of Transportation (IDOT)	(Bulletin Boards)	
Illinois Association of County Engineers (IACE)		www.iaceng.org
American Planning Association (APA)	APA JobMart	www.planning.org

This list is not meant to be exhaustive, but represents the broader technical disciplines in which KDOT recruits. Often, the national societies also have state sections and local branches offering flyers, websites, or other publications. Also, certain positions may indicate the use of more specialized publications or organizations.

SUMMARY

KDOT will actively provide equal opportunity to all employees and applicants for employment without regard to age, sex, pregnancy, race, color, religion, national origin, marital status, physical or mental disability, sexual orientation, or status as a veteran through:

1. Recruitment, advertising or solicitation for employment.
2. Selection, placement, transfer, or promotion.
3. Rates of pay or other forms of compensation.
4. Selection for training, skills enhancement.
5. Terms and condition of employment.
6. Layoff or termination.

Everyone is encouraged to apply for jobs, seek further training, compete for promotions, and all will be afforded equal opportunity for development and advancement. Competition among individuals for a specific job, training opportunity, or promotion will be based on qualifications and demonstrated ability.

PART I. COUNTY OF KANE (NON ELECTED DEPARTMENT - 2008 EMERGENCY MANAGEMENT WORKFORCE REVISED

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		1 100%	0 0%	1 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Professionals		The Emergency Management Department does not have any employees in this job category										
Technicians		The Emergency Management Department does not have any employees in this job category										
Protective Services	Sworn	1 100%	0 0%	1 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
	Non-Sworn	The Emergency Management Department does not have any employees in this job category										
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		1 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	1 100%	0 0%	0 0%	0 0%
Skilled Craft		The Emergency Management Department does not have any employees in this job category										
Service/Maintenance		The Emergency Management Department does not have any employees in this job category										

08/08

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) - 2008 EMERGENCY MANAGEMENT UTILIZATION ANALYSIS

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
OFFICIALS/EXECUTIVE Workforce #/% CLS #/% Utilization %		100% 59.3% 40.7%	0% 1.8% -1.8%	0% 3.1% -3.1%	0% .7% -.7%	0% 0% 0%	0% 29.8% - 29.8%	0% 1.4% -1.4%	0% 2.6% -2.6%	0% .5% -.5%	0% 0% 0%
PROFESSIONALS Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									
TECHNICIANS Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									
PROTECTIVE SERVICES	SWORN Workforce #/% CLS #/% Utilization %	100% 64% 36%	0% 8.1% -8.1%	0% 6.8% -6.8%	0% .5% -.5%	0% 0% 0%	0% 16.2% -16.2%	0% 1.9% -1.9%	0% 1% -1%	0% .5% -.5%	0% 0% 0%
	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									



Ethnic Detail for OEM

08/08

Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title
DORTMUND-MADISON	DEBORAH	A	74	10	F	06	WHITE	14011	ADMIN OFFICER I 35H
MADISON	SEAN		74	10	M	04	WHITE	15051	EXEC I 35H
BRYANT	DON	H	74	10	M	01	WHITE	15052	EXEC II 35H

M:EEO2008\EE0 070107 063008 MRA

COUNTY of KANE

OFFICE of EMERGENCY MANAGEMENT

Donald H. Bryant, IPED
Director



777 E. Fabyan Parkway
Geneva, Illinois, 60134
Emergency: (630) 208-8911
Office: (630) 232-5985
FAX: (630) 232-7408

May 21, 2009

NARRATIVE UTILIZATION ANALYSIS

A comparison of the Office of Emergency Management's (OEM) workforce to the community labor statistics for Kane County indicates an under utilization of minorities and females in all categories with the Office/Clerical category showing the smallest disparity with a utilization of white females at 47.2%.

It has long been acknowledged that the available qualified labor force within the emergency management discipline is relatively limited when compared to other public safety disciplines such as law enforcement, fire protection, and EMS. Given this fact and the fact that the OEM professional staff is comprised of one full time administrator, one full time sworn professional staff member and one full time clerical staff assistant, achieving racial balance within the OEM is extremely difficult.

In the past fiscal year the OEM has had no need to take any disciplinary actions against any paid employee nor have we had an employee apply for a transfer or request a promotion.

OBJECTIVES

The Office of Emergency Management is committed to making its workforce reflective of the available community labor force. Based on an examination of the underutilization analysis the OEM has established the following objectives:

- The OEM will promote minorities and females from within the ranks of our volunteer corp. when ever possible.
- We will make every effort to recruit qualified minority staff, for all positions, from the available community labor force.

STEPS TO ACHIEVE OBJECTIVES

The following steps will be taken to address the underutilization of minorities and females in all categories:

- Seek new methods of recruiting minorities and females to become members of the OEM volunteer corp. as a means of acquiring the necessary training to become a staff member within the emergency management discipline.
- Continue to post all job openings on both the OEM and County website along with posting employment notices in the following mediums:
 - ✓ Local newspapers
 - ✓ The Journal of the International Association of Emergency Managers (IAEM).
 - ✓ List the opening on the IAEM web site.
 - ✓ List the opening on the Illinois Emergency Services Management Association's web site.
- Provide additional opportunities for members of the volunteer corp. to receive managerial training to further develop staff prospects and improve the diversity of the OEM staff.

PLAN DISSEMINATION

- The EEOP will be posted prominently within the staff work area of the Emergency Operations Center.
- The OEM will include the statement "EEO Employer. Auxiliary aids are available to individuals with disabilities upon request" on all job applications and all applicants will be advised as to where they can obtain a copy of this plan.
- All new employees will be provided with information pertaining to the EEOP during orientation.
- The Director of the Department of Human Resource Management will be provided with the plan for dissemination to any interested parties.

PART I. COUNTY OF KANE (NON ELECTED DEPARTMENT) – 2008 SUPERVISOR OF ASSESSMENTS WORKFORCE

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		4 100%	0 0%	1 25%	0 0%	0 0%	0 0%	0 0%	3 75%	0 0%	0 0%	0 0%
Professionals		1 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	1 100%	0 0%	0 0%	0 0%
Technicians		The Supervisor of Assessment's Office does not have any employees in this job category										
Protective Services	Sworn	The Supervisor of Assessment's Office does not have any employees in this job category										
	Non-Sworn	The Supervisor of Assessment's Office does not have any employees in this job category										
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		17 100%	0 0%	3 17.647%	1 5.882%	0 0%	0 0%	1 5.882%	12 70.588%	0 0%	0 0%	0 0%
Skilled Craft		The Supervisor of Assessment's Office does not have any employees in this job category										
Service/Maintenance		The Supervisor of Assessment's Office does not have any employees in this job category										

08/08

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) - 2008 SUPERVISOR OF ASSESSMENTS UTILIZATION ANALYSIS

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS= Community Labor Statistics)*		White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
OFFICIALS/EXECUTIVE Workforce #/% CLS #/% Utilization %		25% 59.3% -34.3%	0% 1.8% -1.8%	0% 3.1% -3.1%	0% .7% -.7%	0% 0% 0%	75% 29.8% 45.2%	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		17.647% 25.9% -8.253%	0% 1.4% -1.4%	5.882% 5% .882%	0% .7% -.7%	0% .1% -.1%	70.588% 52.8% 17.788%	5.882% 3.5% 2.382%	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									



Ethnic Detail for Supervisor of Assessments

08/08

Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title
BECKER	CHAD	S	52	10	M	06	WHITE	11013	INFORMATION PROCESSOR III 35H
GRATTON	LISA	M	52	10	F	06	WHITE	11013	INFORMATION PROCESSOR III 35H
WILLEY	KACY	M	52	10	F	06	WHITE	11013	INFORMATION PROCESSOR III 35H
WINTER	RACHEL	L	52	10	F	06	WHITE	11013	INFORMATION PROCESSOR III 35H
ABRAMS	JEAN	M	52	10	F	06	WHITE	11070	DATA SPECIALIST I 35H
BINGMAN	JODI	A	52	10	F	06	WHITE	11070	DATA SPECIALIST I 35H
DEW	BARBARA	A	52	10	F	06	WHITE	11070	DATA SPECIALIST I 35H
FIGORELLI	MARY ANN		52	10	F	06	WHITE	11070	DATA SPECIALIST I 35H
GABRELESKI	JANICE	L	52	10	F	06	WHITE	11070	DATA SPECIALIST I 35H
GRATTON	CATHERINE	M	52	10	F	06	WHITE	11070	DATA SPECIALIST I 35H
JOHNSON	SANDRA	R	52	10	F	06	WHITE	11070	DATA SPECIALIST I 35H
NICOLETTI	ANDREW	P	52	10	M	06	WHITE	11070	DATA SPECIALIST I 35H
RICHARDSON JONES	DONNIE	M	52	10	F	06	BLACK	11070	DATA SPECIALIST I 35H
FINSTROM	LENNART	P	52	10	M	06	HISPANIC	11072	DATA SPECIALIST III 35H
PINTACURA	SALVATORE	T	52	10	M	06	WHITE	11072	DATA SPECIALIST III 35H
FIENE	JENNIFER	A	52	10	F	02	WHITE	11076	NETWORK SVC SPECIALIST III 35H
HUBER	ROBIN	M	52	10	F	06	WHITE	14013	ADMIN OFFICER III 35H
ORLANDO	SANDRA	A	52	10	F	06	WHITE	14013	ADMIN OFFICER III 35H

ARMSTRONG	MARK	D	52	10	M	01	WHITE	15051	EXEC I	35H
DORAN	BEV	A	52	10	F	01	WHITE	15051	EXEC I	35H
KING	DONNA	L	52	10	F	01	WHITE	15051	EXEC I	35H
WINTER	HOLLY	A	52	10	F	01	WHITE	15053	EXEC III	35H

COUNTY OF KANE

COUNTY ASSESSMENT OFFICE

Mark D. Armstrong, CIAO

Supervisor of Assessments

Holly A. Winter, CIAO/I

Chief Deputy Supervisor of Assessments



County Government Center

719 Batavia Avenue, Building C

Geneva, Illinois 60134-3000

(630) 208-3818

www.co.kane.il.us/soa

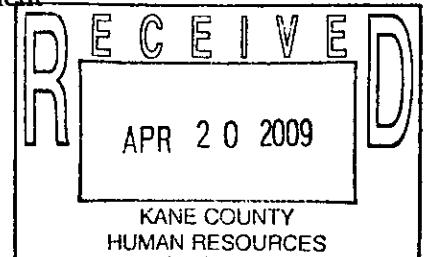
Memorandum

To: Maureen Anderson, Assistant Director - Human Resource Management

From: Mark D. Armstrong

Date: April 20, 2009

Re: EEOP Plan for County Assessment Office



I am in receipt of the 2008 analysis of my staff (attached) and I offer the following narrative analysis of underutilizations with a variance of more than 3% from the Community Labor Statistics:

1. Officials/Executive (four positions):
 - a. White Males:
 - i. Community Labor Statistics utilization is 59.3%.
 - ii. Actual utilization is 25.0%.
 - b. Hispanic Males:
 - i. Community Labor Statistics utilization is 3.1%.
 - ii. Actual utilization is 0.0%.

The underutilization is attributable to the small sample size, promotions from within the existing office staff, and long-term employment of the personnel in these positions.

2. Professional (one position):
 - a. White Males:
 - i. Community Labor Statistics utilization is 41.2%.
 - ii. Actual utilization is 0.0%.

The underutilization is attributable to the small sample size (one position), which would automatically result in at least one statistical underutilization.

3. Office/Clerical (16 positions):
 - a. White Males:
 - i. Community Labor Statistics utilization is 25.9%.
 - ii. Actual utilization is 17.647%.
 - b. Hispanic Females:
 - i. Community Labor Statistics utilization is 8.9%.
 - ii. Actual utilization is 0.0%.

Our Mission: An equitable assessment for every parcel.

The underutilization is attributable to long-term employment of the personnel in these positions, automation, and attrition; there were no new hires in these positions in the past year.

EEOP Objective: Continue to accept all applications and methods implemented by the Department of Human Resource management for diversified applicants.

You also requested the following additional information:

1. *The number of disciplinary actions taken against employees by race, sex, and national origin within the preceding fiscal year. Please include the number and types of sanctions imposed (suspension indefinitely, suspension for a term, loss of pay, written reprimand, oral reprimand, other) against individuals by race, sex and national origin.*

There have been no disciplinary actions taken against any employee within the preceding fiscal year

2. *The number of employees in each job category by race, sex and national origin who made application for promotion or transfer within the preceding fiscal year and the number in each job category by race, sex, and national origin who were promoted or transferred.*

There have been no applications for promotion or transfer received within the past year.

3. *A detailed narrative statement setting forth the recipient's existing employment policies and practices as defined in 42.202(c). So, for example, where testing is used in the employment selection process, it is not sufficient for the recipient to simply note the fact. The recipient should identify the test, describe the procedures followed in the administering and scoring the test, state what weight is given to test scores, how a cut-off score is established and whether the test has been validated to predict or measure job performance and, if so, a detailed description of the validation study. Similarly detailed responses are required with respect to other employment policies, procedures, and practices used by the applicant.*

A simple questionnaire is used to assess cognitive ability and work ethic.

Finally, I post job openings on the County's web site and in all publications used by the Department of Human Resource Management.

PART II. COUNTY OF KANE (WITH OFFICES OF ELECTED OFFICIALS EXCEPT STATE'S ATTORNEY) – 2008 KANE COUNTY WORKFORCE

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		68 100%	2 2.941%	39 57.353%	2 2.941%	0 0%	0 0%	0 0%	23 34.824%	2 2.941%	0 0%	0 0%
Professionals		223 100%	9 4.036%	78 34.978%	7 3.139%	2 .897%	0 0%	14 6.278%	107 47.982%	4 1.794%	2 .897%	0 0%
Technicians		7 100%	0 0%	4 57.143%	0 0%	1 14.286%	0 0%	0 0%	1 14.286%	1 14.286%	0 0%	0 0%
Protective Services	Sworn	249 100%	12 4.819%	179 71.886%	12 4.819%	5 2.008%	0 0%	3 1.205%	36 14.456%	1 .402%	1 .402%	0 0%
	Non-Sworn	20 100%	2 10%	8 40%	1 5%	0 0%	0 0%	0 0%	6 40%	3 15%	0 0%	0 0%
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		252 100%	0 0%	28 11.111%	5 1.984%	0 0%	0 0%	4 1.587%	194 76.984%	19 7.540%	2 .794%	0 0%
Skilled Craft		3 100%	0 0%	3 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Service/Maintenance		12 100%	1 8.333%	5 41.667%	2 16.667%	1 8.333%	0 0%	0 0%	2 16.667%	1 8.333%	0 0%	0 0%

08/08

KEY

B - Black
W - White
H - Hispanic

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

* FOR POLICE DEPARTMENT GRANTEES ONLY: First fill out additional breakdown of sworn "officials," below.

Job Category	TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Sheriff/Undersheriff	2 100%	0 0%	1 50%	1 50%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Commander	2 100%	0 0%	2 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Lieutenants	7 100%	0 0%	7 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Sergeants, Detectives	29 100%	4 13.793%	23 79.31090%	1 3.448%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
TOTALS	40 100%	4 10%	33 82.5%	2 5%	0 0%	0 0%	0 0%	1 2.5%	0 0%	0 0%	0 0%

KEY

W – White
H – Hispanic

B – Black
AI/AN – American Indian or Alaskan Native

A/PI – Asian or Pacific Islander

PART II. COUNTY OF KANE --COMMUNITY LABOR STATISTICS

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		31880 100%	560 1.8%	18905 59.3%	995 3.1%	210 .7%	15 0%	455 1.4%	9515 29.8%	820 2.6%	145 .5%	4 0%
Professionals		33870 100%	465 1.4%	13940 41.2%	780 2.3%	530 1.6%	20 .1%	655 1.9%	15955 47.1%	810 2.4%	480 1.4%	20 .1%
Technicians		3645 100%	80 2.2%	1540 42.2%	145 4%	45 1.2%	0 0%	130 3.6%	1475 40.5%	120 3.3%	65 1.8%	0 0%
Protective Services	Sworn	2955 100%	240 8.1%	1890 64%	200 6.8%	15 .5%	0 0%	55 1.9%	480 16.2%	30 1%	15 .5%	0 0%
	Non-Sworn	275 100%	20 7.3%	85 30.9%	0 0%	0 0%	0 0%	10 3.6%	135 49.1%	20 7.3%	0 0%	0 0%
Para-Professional		THIS CATEGORY NO LONGER EXISTS IN THE 2000 CENSUS DATA										
Office/Clerical		53255 100%	760 1.4%	13800 25.9%	2645 5%	375 .7%	30 .1%	1865 3.5%	28105 52.8%	4755 8.9%	395 .7%	75 .1%
Skilled Craft		20385 100%	495 2.4%	13965 68.5%	3645 17.9%	140 .7%	55 .3%	125 .6%	905 4.4%	770 3.8%	80 .4%	4 0%
Service/Maintenance		58795 100%	1955 3.3%	16685 28.4%	16375 27.9%	515 .9%	65 .1%	1690 2.9%	11555 19.7%	8595 14.6%	545 .1%	40 .9%

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Alaskan Native

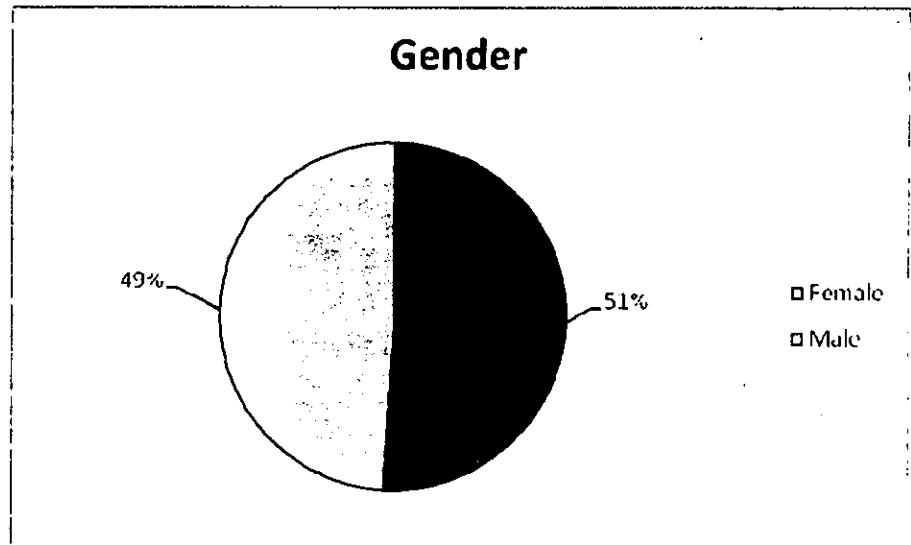
PART II. COUNTY OF KANE (WITH OFFICES OF ELECTED OFFICIALS EXCEPT STATE'S ATTORNEY) -- 2008 KANE COUNTY UTILIZATION ANALYSIS

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
OFFICIALS/EXECUTIVE											
Workforce #/%		57.353%	2.941%	2.941%	0%	0%	34.824%	0%	2.941%	0%	0%
CLS #/%		59.3%	1.8%	3.1%	.7%	0%	29.8%	1.4%	2.6%	.5%	0%
Utilization %		-1.947%	1.141%	-.159%	-.7%	0%	5.024%	-1.4%	.341%	-.5%	0%
PROFESSIONALS											
Workforce #/%		34.978%	4.036%	3.139%	.897%	0%	47.982%	6.278%	1.794%	.897%	0%
CLS #/%		41.2%	1.4%	2.3%	1.6%	.1%	47.1%	1.9%	2.4%	1.4%	.1%
Utilization %		-6.222%	2.636%	.839%	-.703%	-.1%	.882%	4.378%	-.606%	-.503%	-.1%
TECHNICIANS											
Workforce #/%		57.143%	0%	0%	14.286%	0%	14.286%	0%	14.2865%	0%	0%
CLS #/%		42.2%	2.2%	4%	1.2%	0%	40.5%	3.6%	3.3%	1.8%	0%
Utilization %		14.943%	-2.2%	-4%	13.086%	0%	-26.214%	-3.6%	10.986%	-1.8%	0%
PROTECTIVE SERVICES	SWORN										
	Workforce #/%	71.886%	4.819%	4.819%	2.008%	0%	14.456%	1.205%	.402%	.402%	0%
	CLS #/%	64%	8.1%	6.8%	.5%	0%	16.2%	1.9%	1%	.5%	0%
	Utilization %	7.886%	-3.281%	-1.981%	1.508%	0%	-1.744%	-.695%	-.598%	-.098%	0%
	NON-SWORN										
	Workforce #/%	407%	10%	5%	0%	0%	40%	0%	15%	0%	0%
	CLS #/%	30.9%	7.3%	0%	0%	0%	49.1%	3.6%	7.3%	0%	0%
		9.1%	2.7%	5%	0%	0%	-9.1%	-3.6%	7.7%	0%	0%
PARA-PROFESSIONAL		THIS CATEGORY NO LONGER EXISTS IN THE 2000 CENSUS DATA									
Workforce											
CLS #/%											
Utilization											
OFFICE/CLERICAL											
Workforce		11.111%	0%	1.984%	0%	0%	76.984%	1.587%	7.540%	.794%	0%
CLS #/%		25.9%	1.4%	5%	.7%	.1%	52.8%	3.5%	8.9%	.7%	.1%
Utilization		-14.789%	-1.4%	-3.016%	-.7%	-.1%	24.184%	-1.913%	-1.36%	.094%	-.1%
SKILLED CRAFT											
Workforce #/%		100%	0%	0%	0%	0%	0%	0%	0%	0%	0%
CLS #/%		68.5%	2.4%	17.9%	.7%	.3%	4.4%	.6%	3.8%	.4%	0%
Utilization %		31.5%	-2.4%	-17.9%	-.7%	-.3%	-4.4%	-.6%	-3.8%	-.4%	0%
SVCS/MAINTENANCE											
Workforce #/%		41.667%	8.333%	16.667%	8.333%	0%	16.667%	0%	8.333%	0%	0%
CLS #/%		28.4%	3.3%	27.9%	.9%	.1%	19.7%	2.9%	14.6%	.1%	.9%
Utilization %		13.267%	5.033%	-11.233%	7.433%	-.1%	-3.033%	-2.9%	-6.267%	-.1%	-.9%

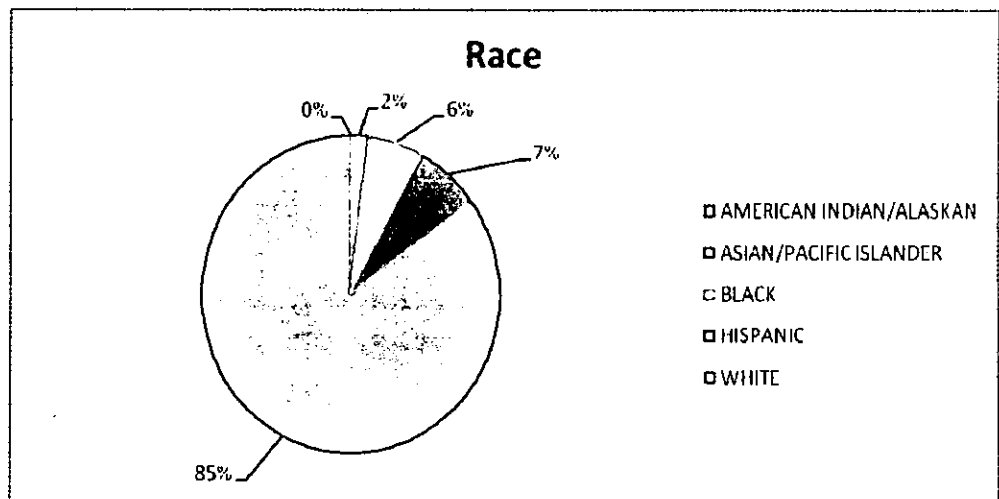


Kane County Employees by Gender and Race For Elected Offices EEO 2008

Gender	Count
Female	426
Male	408
Total	834



Race	Count
AMERICAN INDIAN/ALASKAN	0
ASIAN/PACIFIC ISLANDER	14
BLACK	47
HISPANIC	60
WHITE	713
Total	834



PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL) – 2008 AUDITOR WORKFORCE

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		1 100%	0 0%	1 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Professionals		1 100%	0 0%	1 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Technicians		The Auditor's Office does not have any employees in this job category										
Protective Services	Sworn	The Auditor's Office does not have any employees in this job category										
	Non-Sworn	The Auditor's Office does not have any employees in this job category										
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		1 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	1 100%	0 0%	0 0%	0 0%
Skilled Craft		The Auditor's Office does not have any employees in this job category										
Service/Maintenance		The Auditor's Office does not have any employees in this job category										

08/08

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Alaskan Native

PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL) – 2008 AUDITOR UTILIZATION ANALYSIS

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
OFFICIALS/EXECUTIVE											
Workforce #/%		100%	0%	0%	0%	0%	0%	0%	0%	0%	0%
CLS #/%		59.3%	1.8%	3.1%	.7%	0%	29.8%	1.4%	2.6%	.5%	0%
Utilization %		40.7%	-1.8%	-3.1%	-7%	0%	-29.8%	-1.4%	-2.6%	-.5%	0%
PROFESSIONALS											
Workforce #/%		100%	0%	0%	0%	0%	0%	0%	0%	0%	0%
CLS #/%		41.2%	1.4%	2.3%	1.6%	.1%	47.1%	1.9%	2.4%	1.4%	.1%
Utilization %		58.8%	-1.4%	-2.3%	-1.6%	-1%	-47.1%	-1.9%	-2.4%	-1.4%	-.1%
TECHNICIANS											
Workforce #/%		NOT APPLICABLE									
CLS #/%											
Utilization %											
PROTECTIVE SERVICES	SWORN										
	Workforce #/%	NOT APPLICABLE									
	CLS #/%										
	Utilization %										
	NON-SWORN										
	Workforce #/%	NOT APPLICABLE									
	CLS #/%										
	Utilization %										
PARA-PROFESSIONAL											
Workforce		THIS CATEGORY NO LONGER EXISTS IN THE 2000 CENSUS DATA									
CLS #/%											
Utilization											
OFFICE/CLERICAL											
Workforce		0%	0%	0%	0%	0%	100%	0%	0%	0%	0%
CLS #/%		25.9%	1.4%	5%	.7%	.1%	52.8%	3.5%	8.9%	.7%	.1%
Utilization		-25.9%	-1.4%	-5%	-7%	-1%	47.2%	-3.5%	-8.9%	-.7%	-.1%
SKILLED CRAFT											
Workforce #/%		NOT APPLICABLE									
CLS #/%											
Utilization %											
SVCS/MAINTENANCE											
Workforce #/%		NOT APPLICABLE									
CLS #/%											
Utilization %											



Ethnic Detail for Auditor

08/08

Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title
STAMMET	YVONNE	R	25	10	F	06	WHITE	14013	ADMIN OFFICER III 35H
SANDERS	SCOTT	R	25	10	M	02	WHITE	15054	EXEC IV 35H
KECK	WILLIAM	F	25	10	M	01	WHITE	19987	ELECTED OFFICIAL 35H

OFFICE OF THE COUNTY AUDITOR

KANE COUNTY GOVERNMENT CENTER

WILLIAM F. KECK, C.P.A.
KANE COUNTY AUDITOR

SCOTT R. SANDERS
DEPUTY AUDITOR



719 S BATAVIA AVENUE
GENEVA, ILLINOIS 60134

630-232-5915
630-208-3838 (FAX)

May 6, 2009

TO: Maureen Anderson,, Human Resource Director

FROM: William F. Keck, Auditor *WFK*

RE: 2008 Equal Opportunity Plan for Kane County

The employees in the Auditor's Office are the elected County Auditor, appointed Deputy Auditor, and appointed Administrative Officer. The gender composition is two (2) white males and (1) one white female. Whenever there are appointed employee vacancies within the office, candidates are recruited by the Human Resource Department. Communication of job openings is by means of newspapers, professional publications, intranet and internet. Candidates are interviewed based upon qualifications for the job position. An offer is extended to the most qualified candidate for the position regardless of race, sex and national origin. A candidate for the elected position must follow election procedures as promulgated by the County Clerk's Office.

All prospective employees must have a background check administered by the Human Resource Department. No tests are required by the Auditor's Office. Evaluations of prospective employees are based upon resume, response to the interviewer and reference verification. No disciplinary actions were taken against employees during the preceding fiscal year. Promotions and/or additional responsibilities are based upon job performance. Salary increases are in accordance with budget guidelines.

PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL) – 2008 CIRCUIT COURT CLERK WORKFORCE

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		2 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	2 100%	0 0%	0 0%	0 0%
Professionals		8 100%	0 0%	2 25%	0 0%	0 0%	0 0%	0 0%	6 75%	0 0%	0 0%	0 0%
Technicians		6 100%	0 0%	4 66.667%	0 0%	0 0%	0 0%	0 0%	1 16.667%	1 16.667%	0 0%	0 0%
Protective Services	Sworn	2 100%	0 0%	2 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
	Non-Sworn`	The Circuit Court Clerk's Office does not have any employees in this job category										
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		112 100%	0 0%	15 13.393%	2 1.786%	0 0%	0 0%	2 1.786%	89 79.464%	4 3.571%	0 0%	0 0%
Skilled Craft		The Circuit Court Clerk's Office does not have any employees in this job category										
Service/Maintenance		The Circuit Court Clerk's Office does not have any employees in this job category										

08/08

KEY

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W - White
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AI/AN - American Indian or
Alaskan Native

PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL) - 2008 CIRCUIT COURT CLERK UTILIZATION ANALYSIS

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
OFFICIALS/EXECUTIVE											
Workforce #/%		0%	0%	0%	0%	0%	100%	0%	0%	0%	0%
CLS #/%		59.3%	1.8%	3.1%	.7%	0%	29.8%	1.4%	2.6%	.5%	0%
Utilization %		-59.3%	-1.8%	-3.1%	-.7%	0%	70.2%	-1.4%	-2.6%	-.5%	0%
PROFESSIONALS											
Workforce #/%		25%	0%	0%	0%	0%	75%	0%	0%	0%	0%
CLS #/%		41.2%	1.4%	2.3%	1.6%	.1%	47.1%	1.9%	2.4%	1.4%	.1%
Utilization %		-16.2%	-1.4%	-2.3%	-1.6%	-.1%	27.9%	-1.9%	-2.4%	-1.4%	-.1%
TECHNICIANS											
Workforce #/%		66.666%	0%	0%	0%	0%	16.667%	0%	16.667%	0%	0%
CLS #/%		42.2%	2.2%	4%	1.2%	0%	40.5%	3.6%	3.3%	1.8%	0%
Utilization %		24.467%	-2.2%	-4%	-1.2%	0%	-23.833%	-3.6%	13.367%	-1.8%	0%
PROTECTIVE SERVICES	SWORN										
	Workforce #/%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%
	CLS #/%	64%	8.1%	6.8%	.5%	0%	16.2%	1.9%	1%	.5%	0%
	Utilization %	36%	-8.1%	-6.8%	-.5%	0%	-16.2%	-1.9%	-1%	-.5%	0%
NON-SWORN											
Workforce #/%		NOT APPLICABLE									
CLS #/%											
Utilization %											
PARA-PROFESSIONAL		THIS CATEGORY NO LONGER EXISTS IN THE 2000 CENSUS DATA									
Workforce											
CLS #/%											
Utilization											
OFFICE/CLERICAL											
Workforce		13.393%	0%	1.786%	0%	0%	79.464%	1.786	3.571%	0%	0%
CLS #/%		25.9%	1.4%	5%	.7%	.1%	52.8%	3.5%	8.9%	.7%	.1%
Utilization		-12.507%	-1.4%	-3.214%	-.7%	-.1%	26.664%	-1.714%	-5.329%	-.7%	-.1%
SKILLED CRAFT											
Workforce #/%		NOT APPLICABLE									
CLS #/%											
Utilization %											
SVCS/MAINTENANCE											
Workforce #/%		NOT APPLICABLE									
CLS #/%											
Utilization %											



Ethnic Detail for Circuit Clerk

08/08

Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title	
LAUGHLIN	LARRY		62	10	M	04	WHITE	17000	CHIEF OF SECURITY	37.5H
PATE	DONALD		62	10	M	04	WHITE	17000	CHIEF OF SECURITY	37.5H
ADAMS	MARY	L	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
ANDERSON	LINDSAY	M	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
ANDERSON	JESSICA	A	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
ANGELLO GOTTBURG	PAMELA		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
BANKS	PEGGY	J	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
BART	RUTH		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
BEGALKA	BARBARA	A	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
BLAKELY	CHRISTINE		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
BOCKMAN	ALYSSA		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
BOLAND	LYNN MARIE		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
BOMMELMAN	CURT	A	62	10	M	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
BOYNTON	JILL	S	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
BRENER	BETHANY		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
BRENNAN	MATTHEW		62	10	M	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
BROOKS	DEANNA	M	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
BRUCKNER	STEPHANIE	L	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H

CAMERON	HEATHER		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
CAMPEGGIO	NANCY	K	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
CAPPARELLI	JAMES	C	62	10	M	06	HISPANIC	34001	CIR CLRK DEP CLRK	37.5H
CASSON	LISA	M	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
CHRISTIAN	NICOLE	M	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
COLLMAN	CHERYL	R	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
CONROY	TRACY	S	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
CONSIDINE	VALERIE		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
CONWAY	JOANNE		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
COUNTOURIS	NICHOLAS		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
COX	JESSICA	R	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
CRISTALLO	LANA	M	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
DAVIS	JANET	L	62	10	F	06	BLACK	34001	CIR CLRK DEP CLRK	37.5H
ECKBERG	KARL	W	62	10	M	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
ESSIG	JAMES	E	62	10	M	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
ESSIG	JOHN	M	62	10	M	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
FLETCHER	MERSENE		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
FORS	LAURA	M	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
GASEOR	MICHELLE		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
GEMMER	MARIANNE		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
GODDARD	MABEL		62	10	F	06	HISPANIC	34001	CIR CLRK DEP CLRK	37.5H
GORDON	KATHRYN		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
GREENE	TERESA	L	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
HELLER	KIMBERLY	A	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
HOGAN	MAE		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
HULL	DENEEN	S	62	10	F	06	BLACK	34001	CIR CLRK DEP CLRK	37.5H
JACKSON	KATHLEEN	A	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H

JENSEN	TERRY	R	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
JOHNSON	JANETTE	K	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
JONES	DIANE	J	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
JUNGERS	LINDA	S	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
KANE	SHAUNA	L	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
KEE	JULIE	K	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
KISSANE	MELISSA	D	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
LAMBERT	KRISTI	A	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
LAMBERT	TIMMY		62	10	M	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
LANGE	PENNY	A	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
LARSON	JOANNE		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
LISNER	KELLY	A	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
LYNCH	JOHN		62	10	M	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
MAULE	AIMEE		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
MAXWELL	KANDI		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
MCCARTHY	ALISON	M	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
MESZAROS	ROSA		62	10	F	06	HISPANIC	34001	CIR CLRK DEP CLRK	37.5H
MONNETT	ELIZABETH		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
NICKLES	ASHLEY	M	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
OROZCO	KATHLEEN	A	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
PALM	SHELLEY	L	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
PATTERSON	MALINDA	K	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
QUIRIN	DEBRA ANN		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
REGGIO	ANTHONY	M	62	10	M	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
REHER	EMMA		62	10	F	06	HISPANIC	34001	CIR CLRK DEP CLRK	37.5H
ROGERS	KELLY	L	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
ROMANOW	JEFFREY	P	62	10	M	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H

ROMANOW	TONYA	J	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
SADE	JESSICA		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
SCHLIM	NANCY		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
SHEPPARD	CYNTHIA	J	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
SHERRELL	DOUGLAS	R	62	10	M	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
SIFUENTES	MARIA	I	62	10	F	06	HISPANIC	34001	CIR CLRK DEP CLRK	37.5H
SMICK	PAULA	S	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
SMITH	WENDY	L	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
SMITH	JANICE		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
SULLIVAN	LINDA	L	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
SYPHUS	SARAH		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
TURNER	STEPHANIE	L	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
VOIGHT	JILL		62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
WCISLO	MARY	J	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
WENBERG	MARILYN	K	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
WILLIAMS	MARY	E	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
WILSON	PATRICIA	A	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
WITUK	PATTY	J	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
ZAK	ANNETTE	J	62	10	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
HERWICK	KARIN	M	62	10	F	01	WHITE	34002	CIR CLRK CHIEF DEP	37.5H
CHAN	DEBORAH	M	62	10	F	06	WHITE	36000	ADMIN ASSISTANT	37.5H
HARNACK	JONATHON	D	62	10	M	06	WHITE	36000	ADMIN ASSISTANT	37.5H
SIFUENTES	JUAN	M	62	10	M	06	HISPANIC	38000	ASST SUPERVISOR	37.5H
CARLSON	BARBARA	J	62	10	F	06	WHITE	39100	SUPERVISOR	37.5H
JOHNSON GREITER	LORI	A	62	10	F	06	WHITE	39100	SUPERVISOR	37.5H
KRAMP	RUTH	E	62	10	F	06	WHITE	39100	SUPERVISOR	37.5H
LISSON	DIANE	M	62	10	F	06	WHITE	39100	SUPERVISOR	37.5H

NICOLETTI	PAULINE	A	62	10	F	06	WHITE	39100	SUPERVISOR	37.5H
QUAIL	KATHLEEN	J	62	10	F	06	WHITE	39100	SUPERVISOR	37.5H
SHARPNESS	KRISTY	L	62	10	F	06	WHITE	39100	SUPERVISOR	37.5H
FAHEY	JOHN		62	10	M	02	WHITE	39200	MANAGER	37.5H
LAMBERT	ANN	C	62	10	F	02	WHITE	39200	MANAGER	37.5H
SMITH	LISA	M	62	10	F	02	WHITE	39200	MANAGER	37.5H
STEGING	LAURA		62	10	F	02	WHITE	39200	MANAGER	37.5H
VERMAAT	KATHLEEN	M	62	10	F	02	WHITE	39200	MANAGER	37.5H
SEYLLER	DEBORAH	L	62	10	F	01	WHITE	39987	ELECTED OFFICIAL	37.5H
ALLEN	DAVID	J	62	50	M	03	WHITE	15010	SYSTEMS TECH	37.5H
CRESPO	EMILIA		62	50	F	03	HISPANIC	15010	SYSTEMS TECH	37.5H
CUNNINGHAM	THOMAS	A	62	50	M	03	WHITE	15010	SYSTEMS TECH	37.5H
HACKMAN	CECILIA	M	62	50	F	03	WHITE	15010	SYSTEMS TECH	37.5H
MEYER	MATTHEW	N	62	50	M	03	WHITE	15010	SYSTEMS TECH	37.5H
ORR	JOSHUA	G	62	50	M	03	WHITE	15010	SYSTEMS TECH	37.5H
NICKLES	JOHN	B	62	50	M	02	WHITE	39200	MANAGER	37.5H
BREYNE	MARY		62	60	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
COX	KRISTINA		62	60	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
EINHORN	RUSSELL	A	62	60	M	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
KOWALSKI	JACQUELINE		62	60	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
MEADE	CAITLIN	M	62	60	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
PERKINS	JENNIFER		62	60	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
ROOP	MEGAN		62	60	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
SELL	SAMANTHA		62	60	F	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
VAN METER	ANDREW		62	60	M	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
WALLERS	DAVID	J	62	60	M	06	WHITE	34001	CIR CLRK DEP CLRK	37.5H
ELLIOTT	LAURA	A	62	60	F	06	WHITE	38000	ASST SUPERVISOR	37.5H

TURNER	RACHEL	L	62	60	F	06	WHITE	38000	ASST SUPERVISOR 37.5H
ALLEN	CANDY	K	62	60	F	02	WHITE	39200	MANAGER 37.5H
LAWRENCE	MONICA		62	60	F	02	WHITE	39200	MANAGER 37.5H
MEYER	MICHAEL	G	62	70	M	06	WHITE	34001	CIR CLRK DEP CLRK 37.5H

M:EEO2008\EEO 070107 063008 MRA

**Office of the Circuit Court Clerk
16th Judicial Circuit
Kane County**

**DEBORAH SEYLLER
Circuit Court Clerk
Fax (630) 208-2172**

**P.O.Box 112
Geneva, IL 60134-0112
Telephone (630) 232-3413**

Date: May 5, 2009

To: Maureen Anderson

From: Kathleen Vermaat – Circuit Clerk’s Chief Human Resource Officer.

Re: EEOP

Attached you will find the reports, etc that you requested on the EEOP for the Circuit Clerk’s office.

Please feel free to call me if additional information is needed. I can be reached at (630) 232-3435

Circuit Clerk's Office

Part 1 - During the 2008 fiscal year to date, there has been the following number and types of disciplinary action that have taken place.

Male

Category of Discipline	Sanction Imposed	Total	W	B	H	A/PI	AI/AN
0	0	0	0	0	0	0	0

Female

Category of Discipline	Sanction Imposed	Total	W	B	H	A/PI	AI/AN
Work performance/Job Duties	Verbal Written Warning	2	2	0	0	0	0
Work performance/Job Duties	Written Warning	2	2	0	0	0	0
Work performance/Job Duties	Suspension 3 Days	1	1	0	0	0	0
Work performance/Job Duties	Termination	1	1	0	0	0	0
Attendance	Verbal Written Warning	1	1	0	0	0	0
Attendance	Written Warning	1	1	0	0	0	0
Attendance	Suspension 3 Days	1	1	0	0	0	0
Attendance	Termination	1	1	0	0	0	0

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

Part 2 - During the 2008 fiscal year to date there has been the following applications made for promotion or transfer.

Note - *Denotes employee who was promoted and/or transferred**

Male

Promotion or Transfer	# Of Applicants	W	B	H	A/PI	AI/AN
Promotion 1	1	1	0	0	0	0
Promotion 2	0	0	0	0	0	0
Promotion 3	0	0	0	0	0	0
Promotion 4	1	0	0	0	0	0
Promotion 5	0	0	0	0	0	0
Promotion 6	0	0	0	0	0	0

Female

Promotion or Transfer	# Of Applicants	W	B	H	A/PI	AI/AN
Promotion 1	1	0	0	0	0	0
Promotion 2	1	1	0	0	0	0
Promotion 3	1	1	0	0	0	0
Promotion 4	3	1	0	0	0	0
Promotion 5	1	0	0	0	0	0
Promotion 6	2	1	0	0	0	0

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

Circuit Clerk's Office

Part 3

The main assignments for the Deputy Clerk Office/Clerical positions in the Circuit Clerk's Office compasses around a high volume of work ranging from data entry, filing of records, working w/the public, court personnel, etc., processing payments, and many other daily office duties.

When hiring for these positions a number and name perception matching test is administered. E.F. Wonderlic and Associates, Inc validate these tests. The applicants have four (4) minutes in which to complete each test working as fast as they can without making mistakes. High scores on these tests indicate an ability to work with numbers rapidly and completing accurate work. While low scores indicate either a difficulty in quickly recognizing the differences in number pairs, or a carelessness that would produce error-prone work. While majority (60 – 70%) of the hiring decision is based on the interview questions with each applicant and how they answer the interview questions and present themselves, the tests results represent approx. 30-40% of the hiring decision. The Circuit Clerk's Office has obtained questions asked in the interview process in researching the contents from the edition of "Hiring the Best" book by Bob Adams, Inc.

When hiring for any of the professional area's (Managers, Supervisors, etc.) additional interview questions are added which have also been obtained from the book "Hiring the Best". Depending on the management position we are interviewing for, additional items could be expected from the applicant(s). I.E. If the open position is for a Supervisor, one of the assignments could be to compete a discipline write-up for an employee having an attendance problem.

Circuit Clerk's Office

Part 4 – Utilization Analysis Narrative and Goals Objectives to Achieve

In the Office/Clerical category, the results indicate underutilization of white males, which is listed as -12.50%.

In the Official/Executive category, the results indicate underutilization in white males, which is listed as -59.3%. This category includes one Elected Circuit Clerk Position and one Chief Deputy position, which will result in high percentages of some areas.

In the Protective Services (sworn security chief) category, the results indicate underutilization in Black and Hispanic males, which is listed as -8.1% for the black category and -6.8% for the Hispanic category. This category includes only two positions, which are the Security Officers positions for our office, which will result in high percentages of some areas.

The Circuit Clerk's Office is located on a very busy highway and the flow of applications being handed in from applicants remains high, where additional applications are not usually needed to be obtained from the County's H.R. Dept.

The following steps will be taken by the Circuit Clerk's Human Resource Manager to address the underutilization as stated above for the Office/Clerical underutilization of white males:

- ** Obtain additional applications from the County's H.R. Dept
- ** Begin posting of all job openings on the county website
- ** Seek new methods to recruit male employees (I.e. community college's in the area or other organizations that reach the target population, etc.)
NOTE: Our percentage of males did go down 2.0% the past couple of years since we did hire on 3 males.
- ** Check into future career job fairs in the area and attend as needed
- ** Our office presently offers and will continue to offer employees the opportunity to attend classes, seminars, etc. to gain knowledge for future advancement or to improve their skills for their present position.

Our Office continues to post the proper EEOC posters, etc. in view for all employees to review.

PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL) – 2008 CORONER'S WORKFORCE

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		1 100%	0 0%	1 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Professionals		7 100%	0 0%	1 14%	0 0%	0 0%	0 0%	1 14%	5 71%	0 0%	0 0%	0 0%
Technicians		The Coroner's Office does not have any employees in this job category										
Protective Services	Sworn	The Coroner's Office does not have any employees in this job category										
	Non-Sworn	The Coroner's Office 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%	2 67%	1 33%	0 0%	0 0%
Skilled Craft		The Coroner's Office does not have any employees in this job category										
Service/Maintenance		The Coroner's Office does not have any employees in this job category										

08/08

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) - 2008 CORONER UTILIZATION ANALYSIS

MALE						FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
OFFICIALS/EXECUTIVE Workforce #/% CLS #/% Utilization %	100% 59.3% 40.7%	0% 1.8% -1.8%	0% 3.1% -3.1%	0% .7% -.7%	0% 0% 0%	0% 29.8% -29.8%	0% 1.4% -1.4%	0% 2.6% -2.6%	0% .5% -.5%	0% 0% 0%
PROFESSIONALS Workforce #/% CLS #/% Utilization %	14% 41.2% -28.2%	0% 1.4% -1.4%	0% 2.3% -2.3%	0% 1.6% -1.6%	0% .1% -.1%	71% 47.1% 23.9%	14% 1.9% 12.1%	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%	67% 52.8% 14.2%	0% 3.5% -3.5%	33% 8.9% 24.1%	0% .7% -.7%	0% .1% -.1%
SKILLED CRAFT Workforce #/% CLS #/% Utilization %	NOT APPLICABLE									
SVCS/MAINTENANCE Workforce #/% CLS #/% Utilization %	NOT APPLICABLE									



Ethnic Detail for Coroner

08/08

Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title	
LOPEZ	SONIA	M	72	10	F	06	HISPANIC	14011	ADMIN OFFICER I	35H
MORRIS	HOLLIE	E	72	10	F	06	WHITE	14011	ADMIN OFFICER I	35H
MATTHEWS	SARAH		72	10	F	06	WHITE	14012	ADMIN OFFICER II	35H
ENGH	KAREN		72	10	F	02	WHITE	14013	ADMIN OFFICER III	35H
BROTEN	KARIN	M	72	10	F	02	WHITE	14015	DEPUTY CORONER	35H
GILBERT	LISA	M	72	10	F	02	WHITE	14015	DEPUTY CORONER	35H
RENWICK	ANNA	M	72	10	F	02	WHITE	14015	DEPUTY CORONER	35H
RICHARDSON CARRE	LOREN	C	72	10	F	02	BLACK	14015	DEPUTY CORONER	35H
THRUN	CHRISTINE	L	72	10	F	02	WHITE	14015	DEPUTY CORONER	35H
WEST	ERIC	W	72	10	M	02	WHITE	14015	DEPUTY CORONER	35H
WEST	CHARLES	H	72	10	M	01	WHITE	19987	ELECTED OFFICIAL	35H

M:EEO2008\EEO 070107 063008 MRA

COUNTY OF KANE

Charles H. West
KANE COUNTY CORONER
719 South Batavia Avenue, Building E
Geneva, Illinois 60134



Phone 630-232-3535
Fax 630-232-3431
Website: www.co.kane.il.us

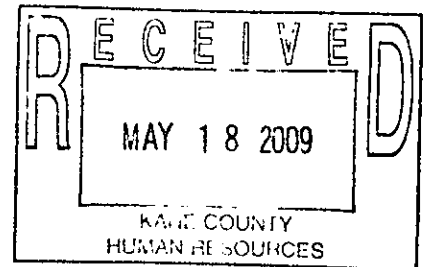
May 15, 2009

TO: Maureen Anderson, Assistant Director-Human Services Management

FROM: Charles H. West, Coroner

1. There has not been any disciplinary action taken against any of the employees in FY08.
2. There were no promotions in FY08.
3. There are no tests or examinations given as part of this department's employment policies and/or practices in regard to any of their applicants.

This office did not post any job opening for FY08 and has not posted any job openings for the FY09 as of this date.



PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL) – 2008 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 55.556%	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		4 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	4 100%	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										

08/08

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 (ELECTED OFFICIALS) – 2008 KANE COUNTY BOARD UTILIZATION ANALYSIS

MALE						FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
OFFICIALS/EXECUTIVE Workforce #/% CLS #/% Utilization %	55.556% 59.3% -3.744%	7.407% 1.8% 5.607%	3.703% 3.1% .603%	0% .7% -.7%	0% 0% 0%	29.629% 29.8% -1.71%	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									



Ethnic Detail for County Board

08/08

Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title
ARDELAN	JANET	F	10	10	F	06	WHITE	14012	ADMIN OFFICER II 35H
MCGRATH	ELLYN	M	10	10	F	06	WHITE	14012	ADMIN OFFICER II 35H
TALLITSCH	JANE	E	10	10	F	06	WHITE	14012	ADMIN OFFICER II 35H
RAHDEN	BARBARA	J	10	10	F	06	WHITE	14013	ADMIN OFFICER III 35H
ANDERSON	MAUREEN	R	10	10	F	02	WHITE	15051	EXEC I 35H
ALLAN	DEBORAH	J	10	10	F	01	WHITE	19987	ELECTED OFFICIAL 35H
COLLINS	DONNELL		10	10	M	01	BLACK	19987	ELECTED OFFICIAL 35H
DAVOUST	MARK	J	10	10	M	01	WHITE	19987	ELECTED OFFICIAL 35H
DE LA ISLA	JESUS	L	10	10	M	01	HISPANIC	19987	ELECTED OFFICIAL 35H
FAHY	JOHN	P	10	10	M	01	WHITE	19987	ELECTED OFFICIAL 35H
FRASZ	DREW		10	10	M	01	WHITE	19987	ELECTED OFFICIAL 35H
GREVSKES	PAUL	L	10	10	M	01	WHITE	19987	ELECTED OFFICIAL 35H
HOSCHEIT	JOHN	J	10	10	M	01	WHITE	19987	ELECTED OFFICIAL 35H
HURLBUT	CATHERINE		10	10	F	01	WHITE	19987	ELECTED OFFICIAL 35H
JONES	GERALD	A	10	10	M	01	BLACK	19987	ELECTED OFFICIAL 35H
KENYON	MICHAEL	J	10	10	M	01	WHITE	19987	ELECTED OFFICIAL 35H
KISSANE	HOLLIE	L	10	10	F	01	WHITE	19987	ELECTED OFFICIAL 35H
KUDLICKI	ROBERT	A	10	10	M	01	WHITE	19987	ELECTED OFFICIAL 35H
KUNKEL	BONNIE	L	10	10	F	01	WHITE	19987	ELECTED OFFICIAL 35H
LEONBERGER	SYLVIA	J	10	10	F	01	HISPANIC	19987	ELECTED OFFICIAL 35H
LEWIS	PHILIP	H	10	10	M	01	WHITE	19987	ELECTED OFFICIAL 35H
MCCONNAUGHAY	ROBERT	J	10	10	M	01	WHITE	19987	ELECTED OFFICIAL 35H
MITCHELL	JAMES	C	10	10	M	01	WHITE	19987	ELECTED OFFICIAL 35H

NEUBERGER	RUDOLF	M	10	10	M	01	WHITE	19987	ELECTED OFFICIAL	35H
NOVERINI	JOHN	A	10	10	M	01	WHITE	19987	ELECTED OFFICIAL	35H
SHOEMAKER	ARLENE	H	10	10	F	01	WHITE	19987	ELECTED OFFICIAL	35H
STEVE MCCONNAUGH	KAREN		10	10	F	01	WHITE	19987	ELECTED OFFICIAL	35H
TREDUP	JACKIE	R	10	10	F	01	WHITE	19987	ELECTED OFFICIAL	35H
VAN CLEAVE	THOMAS	R	10	10	M	01	WHITE	19987	ELECTED OFFICIAL	35H
WOJNICKI	BARBARA		10	10	F	01	WHITE	19987	ELECTED OFFICIAL	35H
WOLFE	DON	S	10	10	M	01	WHITE	19987	ELECTED OFFICIAL	35H
WYATT	WILLIAM	A	10	10	M	01	WHITE	19987	ELECTED OFFICIAL	35H
WEEMS	JEAN		10	10	F	02	WHITE	35052	EXEC II	37.5H

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NARRATIVE COUNTY BOARD DEPARTMENT

UTILIZATION ANALYSIS Period Ending June 30, 2008

A comparison of the Kane County Board Department to the Community Labor Statistics in the area of Officials/Executive shows under-utilization of white males in this category (-3.744%). Hispanic and Black males are also under-utilized but to a much lesser degree (Hispanic males, .603%; Black males, 5.607%). The statistical data shows that male minorities in every category are under-utilized, however there have been improvements over the previous years.

In Office/Clerical, the largest utilization discrepancy is white males (-41.2%). On the other hand, white females represent the largest utilized group of employees in this category. Black females (-1.9%) and Hispanic females (-2.4%) are poorly utilized as are other female minorities.

After reviewing the results of the under-utilization 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 8 female County Board Members. Additionally, the County Board Chair is elected at large and is a white female.

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

None.

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.

PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL) – 2008 COUNTY CLERK 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%	3 60%	0 0%	0 0%	0 0%	0 0%	2 40%	0 0%	0 0%	0 0%
Professionals		The County Clerk's Office does not have any employees in this job category										
Technicians		The County Clerk's Office does not have any employees in this job category										
Protective Services	Sworn	The County Clerk's Office does not have any employees in this job category										
	Non-Sworn	The County Clerk's Office does not have any employees in this job category										
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		25 100%	0 0%	1 4%	2 8%	0 0%	0 0%	0 0%	21 84%	0 0%	1 4%	0 0%
Skilled Craft		The County Clerk's Office does not have any employees in this job category										
Service/Maintenance		The County Clerk's Office does not have any employees in this job category										

08/08

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) – 2008 COUNTY CLERK UTILIZATION ANALYSIS

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		White	Black	Hispanic	Asian	American Indian	White	Black	Hispanic	Asian	American Indian
OFFICIALS/EXECUTIVE Workforce #/% CLS #/% Utilization %		60% 59.3% .7%	0% 1.8% -1.8%	0% 3.1% -3.1%	0% .7% -.7%	0% 0% 0%	40% 29.8% 10.2%	0% 1.4% -1.4%	0% 2.6% -2.6%	0% .5% -.5%	0% 0% 0%
PROFESSIONALS Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									
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		1% 25.9% -24.9%	0% 1.4% -1.4%	8% 5% 3%	0% .7% -.7%	0% .1% -.1%	84% 52.8% 31.2%	0% 3.5% -3.5%	0% 8.9% -8.9%	4% .7% 3.3%	0% .1% -.1%
SKILLED CRAFT Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									
SVCS/MAINTENANCE Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									



Ethnic Detail for County
Clerk

08/08

Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title	
HERTING	MARY	L	54	10	F	06	WHITE	11004	CLERK IV	35H
BECKER	SHAUNA	L	54	10	F	06	WHITE	11005	CLERK V	35H
BROWN	TRUDY	M	54	10	F	06	WHITE	11005	CLERK V	35H
DANE	JEANNE		54	10	F	06	WHITE	11005	CLERK V	35H
DURBIN	ANITA	T	54	10	F	06	WHITE	11005	CLERK V	35H
EVERHART	JUDITH	A	54	10	F	06	WHITE	11005	CLERK V	35H
MITCHELL	JANE	E	54	10	F	06	WHITE	11005	CLERK V	35H
SHIVE	HOLLY	L	54	10	F	06	WHITE	11005	CLERK V	35H
FAKRODDIN	ZAHIDA	K	54	10	F	06	ASIAN/PACIFIC ISLANDER	11006	CLERK VI	35H
GREEVER	KAREN SUE		54	10	F	06	WHITE	11006	CLERK VI	35H
HOMAN	DIANE	M	54	10	F	06	WHITE	11006	CLERK VI	35H
KUZLIK	JOANN	M	54	10	F	06	WHITE	11006	CLERK VI	35H
ERICSON	SUSAN	M	54	10	F	01	WHITE	19100	SUPERVISOR	35H
WESTHOFF	R ALEX		54	10	M	01	WHITE	51001	CLERK I	PT
DIVINE	PAMELA	A	54	20	F	06	WHITE	11005	CLERK V	35H
KLIMCZAK	ANTOINETTE	M	54	20	F	06	WHITE	11005	CLERK V	35H
ESQUIVEL	RAYMOND	C	54	20	M	06	HISPANIC	11006	CLERK VI	35H

VOSS	NADA		54	20	F	06	WHITE	11006	CLERK VI	35H
BENNETT	JAY	C	54	20	M	01	WHITE	15051	EXEC I	35H
GONZALES	JOEL		54	20	M	06	HISPANIC	19100	SUPERVISOR	35H
THEIS	MARY LOUISE		54	20	F	06	WHITE	19100	SUPERVISOR	35H
MITCHELL	LINDA	L	54	20	F	01	WHITE	19991	DIRECTOR/ADMINISTRATOR	35H
CUNNINGHAM	JOHN	A	54	20	M	01	WHITE	39987	ELECTED OFFICIAL	37.5H
CASSETTARI	GAIL	R	54	20	F	06	WHITE	51001	CLERK I	PT
SCHLSTREET	JULIE	A	54	20	F	06	WHITE	51001	CLERK I	PT
SWANSON	CYNTHIA	A	54	20	F	06	WHITE	51001	CLERK I	PT
VAN ACKER	WAYNE	H	54	20	M	06	WHITE	51001	CLERK I	PT
BOOTH	CHRISTINE		54	40	F	6	WHITE		SECRETARY	
ERICKSON	TRACY	A	54	40	F	06	WHITE	11005	CLERK V	35H
TIMM	LINDSEY	S	54	40	F	06	WHITE	19100	SUPERVISOR	35H

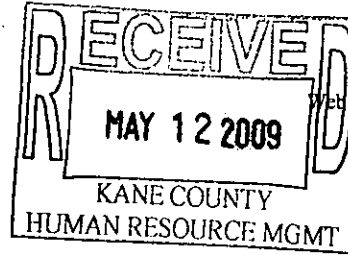
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COUNTY OF KANE

John A. Cunningham
Kane County Clerk



Kane County Government Center
719 South Batavia Avenue
P.O. Box 70
Geneva, Illinois 60134
Phone: (630) 232-5999
Fax: (630) 232-5866
Web Site: www.co.kane.il.us



May 11, 2009

MEMO TO: Maureen Anderson
Assistant Director – Human Resources Management

FROM: John A. Cunningham
Kane County Clerk

A handwritten signature in black ink, appearing to read "John A. Cunningham", written over the printed name.

RE: Equal Employment Opportunity Plan for Kane County

Maureen, we in the County Clerk's Office have enjoyed a very stable work environment for a number of years, some of those years preceding my tenure in office. In 2008 we hired a Female Secretary, who replaced another Female. Additionally, we rehired a Male Clerk. Our full time labor force averages 7-1/4 years of service.

Our primary requirement for employment is the ability to interact with the public. Our jobs are clerical based, however, most employees have personal contact and all have telephone contact with the public, as well as, internally with County employees. There certainly are opportunities for promotion, however, with a stable workforce opportunities are limited.

Yes, consideration is given to the race, sex and national origin when considering transfer and/or promotion within the office. In this office, we do not discriminate in our hiring or promoting practices. A limiting factor is our longevity, as well as, the pay scale governed by the County budget constraints. White female employees dominate our work force, however, we will actively recruit qualified employees, female or male, without regard for race, sex or national origin, as we proceed through the process of posting available positions.

In the last year, we have had not had a recordable disciplinary incident. If a disciplinary problem presents itself and corrective action is needed, the solution to the problem is administered by the Director of the involved Department.

Our hiring policies follow standard procedures, similar to those practiced in the corporate world.

Our standard procedure, in compliance with our labor agreement with AFTSME, is to post all openings within our office. This gives an opportunity to any Union employee, to apply for the open position. Through an interviewing process the applicants are evaluated and the most qualified is then offered the job. If an employee is accepted for the opening, their former job is posted and the same process takes place.

We have brought contractual employees in to work on special projects. If they express interest in an open position, which has not been filled by an employee, and they present a written request and resume, they can be considered for the position.

If the opening is not filled internally, either with a present employee or a "contractual" employee, the next step is to seek applications. This can be done in two ways. The first is word of mouth within our office and the second is to solicit applicants through the standard procedures practiced by the Human Resources Department of Kane County.

Please note the following changes in the *Ethnic Detail for County Clerk*. Holly Shive is on an extended Leave of Absence, and Gail Cassettari left our employ on her own. I am sure this will alter your calculations.

PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL – 2008 COURT SERVICES WORKFORCE

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		7 100%	0 0%	6 85.714%	0 0%	0 0%	0 0%	0 0%	1 14.286%	0 0%	0 0%	0 0%
Professionals		126 100%	7 5.556%	37 29.365%	7 5.556%	0 0%	0 0%	10 7.937%	63 50%	1 .794%	1 .794%	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		19 100%	0 0%	0 0%	0 0%	0 0%	0 0%	1 5.263%	14 73.684%	4 21.053%	0 0%	0 0%
Skilled Craft		Court Services does not have any employees in this job category										
Service/Maintenance		3 100%	0 0%	1 33.333%	0 0%	0 0%	0 0%	0 0%	2 66.667%	0 0%	0 0%	0 0%

8/08

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) - 2008 COURT SERVICES UTILIZATION ANALYSIS

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
OFFICIALS/EXECUTIVE Workforce #/% CLS #/% Utilization %		85.714% 59.3% 26.414%	0% 1.8% -1.8%	0% 3.1% -3.1%	0% .7% -.7%	0% 0% 0%	14.286% 29.8% -15.514%	0% 1.4% -1.4%	0% 2.6% -2.6%	0% .5% -.5%	0% 0% 0%
PROFESSIONALS Workforce #/% CLS #/% Utilization %		29.365% 41.2% -11.835%	5.556% 1.4% 4.156%	5.556% 2.3% 3.256%	0% 1.6% -1.6%	0% .1% -.1%	50% 47.1% 2.9%	7.937% 1.9% 6.037%	.794% 2.4% -1.306%	.787% 1.4% -.606%	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%	73.684% 52.8% 20.884%	5.263% 3.5% 1.763%	21.053% 8.9% 12.153%	0% .7% -.7%	0% .1% -.1%
SKILLED CRAFT Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									
SVCS/MAINTENANCE Workforce #/% CLS #/% Utilization %		33.333% 28.4% 4.933%	0% 3.3% -3.3%	0% 27.9% -27.9%	0% .9% -.9%	0% .1% -.1%	66.667% 19.7% 46.967%	0% 2.9% -2.9%	0% 14.6% -14.6%	0% .1% -.1%	0% .9% -.9%



Ethnic Detail for Court Services

08/08

Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title
GILLES	RUTH	E	60	10	F	06	WHITE	31004	CLERK IV 37.5H
MATUSZAK	MICHELE	H	60	10	F	06	WHITE	31004	CLERK IV 37.5H
WISE	ELLEN	V	60	10	F	06	WHITE	34012	ADMIN OFFICER II 37.5H
DALY	MICHAEL	C	60	10	M	01	WHITE	39991	DIRECTOR/ADMINISTRATOR 37.5H
HYATT	MARY	E	60	10	F	01	WHITE	39991	DIRECTOR/ADMINISTRATOR 37.5H
MUELLER	JAMES	P	60	10	M	01	WHITE	39991	DIRECTOR/ADMINISTRATOR 37.5H
SCOTT	THOMAS	D	60	10	M	01	WHITE	39991	DIRECTOR/ADMINISTRATOR 37.5H
KUNSTMAN	DONNA		60	17	F	06	WHITE	31004	CLERK IV 37.5H
COLE	TOYYA	M	60	17	F	02	BLACK	34073	PROBATION OFFICER 37.5H
COPHER	DAVID	C	60	17	M	02	WHITE	34073	PROBATION OFFICER 37.5H
KLIMPKE	ALICIA	L	60	17	F	02	WHITE	34073	PROBATION OFFICER 37.5H
MAVIGLIANO	PATRICIA	M	60	20	F	06	WHITE	31002	CLERK II 37.5H
SMITH	ELIZABETH	K	60	20	F	06	WHITE	31002	CLERK II 37.5H
VAUGHN	LOIS	R	60	20	F	06	BLACK	31002	CLERK II 37.5H
COOMER	KATHRYN		60	20	F	06	WHITE	31023	CLERK STENOGRAPHER III 37.5H
GARCIA	MAGDALENA		60	20	F	06	HISPANIC	31023	CLERK STENOGRAPHER III 37.5H
ROBINSON	NICOLE	M	60	20	F	06	WHITE	31023	CLERK STENOGRAPHER III 37.5H
CIRA-FITZGERALD	ROSANNE		60	20	F	06	WHITE	34012	ADMIN OFFICER II 37.5H
ALEGRIA	MARIO		60	20	M	02	HISPANIC	34073	PROBATION OFFICER 37.5H
BELL	LEIGH	A	60	20	F	02	WHITE	34073	PROBATION OFFICER 37.5H
BRODHEAD	STEPHEN	R	60	20	M	02	WHITE	34073	PROBATION OFFICER 37.5H
BUCHMAN	RENEE	M	60	20	F	02	WHITE	34073	PROBATION OFFICER 37.5H
COOK	MICHELLE	L	60	20	F	02	WHITE	34073	PROBATION OFFICER 37.5H

FAGENHOLZ	SHARON	L	60	20	F	02	WHITE	34073	PROBATION OFFICER	37.5H
GROUT	REBECCA	L	60	20	F	02	WHITE	34073	PROBATION OFFICER	37.5H
HUNTER	TONI	D	60	20	F	02	BLACK	34073	PROBATION OFFICER	37.5H
KEEF	SARAH	L	60	20	F	02	WHITE	34073	PROBATION OFFICER	37.5H
KLING	LAUREL		60	20	F	02	WHITE	34073	PROBATION OFFICER	37.5H
KOLBERG	JENNIFER	M	60	20	F	02	WHITE	34073	PROBATION OFFICER	37.5H
KOLLWELTER	JENNIFER	L	60	20	F	02	WHITE	34073	PROBATION OFFICER	37.5H
LAHEY	MEGAN	M	60	20	F	02	WHITE	34073	PROBATION OFFICER	37.5H
LANZO MOONEY	MARY	E	60	20	F	02	WHITE	34073	PROBATION OFFICER	37.5H
LARSON	KRISTA	M	60	20	F	02	WHITE	34073	PROBATION OFFICER	37.5H
LEDERMAN	CYNTHIA	A	60	20	F	02	WHITE	34073	PROBATION OFFICER	37.5H
MAZZA	JEFFREY	S	60	20	M	02	WHITE	34073	PROBATION OFFICER	37.5H
OFFUTT GRUBER	MARTHA	A	60	20	F	02	WHITE	34073	PROBATION OFFICER	37.5H
PETERSON	MATTHEW	A	60	20	M	02	WHITE	34073	PROBATION OFFICER	37.5H
PETSCHKE	REBECCA	L	60	20	F	02	WHITE	34073	PROBATION OFFICER	37.5H
ROMAN	MICHAEL	A	60	20	M	02	HISPANIC	34073	PROBATION OFFICER	37.5H
SCHUELLER	JOSEPH	N	60	20	M	02	WHITE	34073	PROBATION OFFICER	37.5H
STARKOVICH	CHRISTOPHER	J	60	20	M	02	WHITE	34073	PROBATION OFFICER	37.5H
STEVENS	RACHAEL	M	60	20	F	02	WHITE	34073	PROBATION OFFICER	37.5H
STUTZ	ELIZABETH		60	20	F	02	WHITE	34073	PROBATION OFFICER	37.5H
THOMAS	AMY	L	60	20	F	02	WHITE	34073	PROBATION OFFICER	37.5H
WALLACE	CHERYL	D	60	20	F	02	BLACK	34073	PROBATION OFFICER	37.5H
WERTH	AMY	M	60	20	F	02	WHITE	34073	PROBATION OFFICER	37.5H
WHITEHEAD	TANYA		60	20	F	02	BLACK	34073	PROBATION OFFICER	37.5H
WICKENS	KATHERINE	L	60	20	F	02	WHITE	34073	PROBATION OFFICER	37.5H
JEFKO	JEFFERY	R	60	20	M	02	WHITE	35053	EXEC III	37.5H
CONROY	GAE	D	60	20	F	02	WHITE	39100	SUPERVISOR	37.5H
CURRIE	BRUCE	B	60	20	M	02	WHITE	39100	SUPERVISOR	37.5H
REUSCH	RANDY	L	60	20	M	02	WHITE	39100	SUPERVISOR	37.5H
STOCKLEY	LISA	J	60	20	F	02	WHITE	39100	SUPERVISOR	37.5H
DOMINGUEZ	YVONNE	L	60	22	F	06	HISPANIC	31023	CLERK STENOGRAPHER III	37.5H
LUSK	JANET	A	60	22	F	06	WHITE	31023	CLERK STENOGRAPHER III	37.5H

PIERRAKEAS	BARBARA	L	60	22	F	06	WHITE	34012	ADMIN OFFICER II	37.5H
BAXA	KATHLEEN	S	60	22	F	02	WHITE	34073	PROBATION OFFICER	37.5H
BELLEVAGE	EDWARD	R	60	22	M	02	WHITE	34073	PROBATION OFFICER	37.5H
BRADLEY	JOHN	M	60	22	M	02	BLACK	34073	PROBATION OFFICER	37.5H
FERGUSON	SARA	A	60	22	F	02	WHITE	34073	PROBATION OFFICER	37.5H
FISK	ELIZABETH	S	60	22	F	02	WHITE	34073	PROBATION OFFICER	37.5H
HEATHCOAT	LEE	A	60	22	F	02	WHITE	34073	PROBATION OFFICER	37.5H
HILL	LATANYA		60	22	F	02	BLACK	34073	PROBATION OFFICER	37.5H
HOFF	SARAH	I	60	22	F	02	WHITE	34073	PROBATION OFFICER	37.5H
JENKINS	SOUSIE	S	60	22	F	02	ASIAN/PA CIFIC ISLANDER	34073	PROBATION OFFICER	37.5H
KLIEWER	CHRISTINA	M	60	22	F	02	WHITE	34073	PROBATION OFFICER	37.5H
KUHNLOHE	DAWN	M	60	22	F	02	WHITE	34073	PROBATION OFFICER	37.5H
LEASK	BRIAN	T	60	22	M	02	WHITE	34073	PROBATION OFFICER	37.5H
MATHENY	RESHELLE	L	60	22	F	02	BLACK	34073	PROBATION OFFICER	37.5H
MAURER	STACEY	L	60	22	F	02	WHITE	34073	PROBATION OFFICER	37.5H
MCCARTHY	WHITNEY	P	60	22	F	02	WHITE	34073	PROBATION OFFICER	37.5H
NELSON	IRA	D	60	22	M	02	BLACK	34073	PROBATION OFFICER	37.5H
NICOLET	GABRIELLE	C	60	22	F	02	WHITE	34073	PROBATION OFFICER	37.5H
OLSEN EBY	DENISE		60	22	F	02	WHITE	34073	PROBATION OFFICER	37.5H
SAYLOR	EMILY	M	60	22	F	02	WHITE	34073	PROBATION OFFICER	37.5H
SUPERCZYNSKI	KIMBERLY	S	60	22	F	02	WHITE	34073	PROBATION OFFICER	37.5H
TERESE	MICHAEL	R	60	22	M	02	WHITE	34073	PROBATION OFFICER	37.5H
WALSH	NICOLE	J	60	22	F	02	WHITE	34073	PROBATION OFFICER	37.5H
ZIMMERMAN	ADAM	E	60	22	M	02	WHITE	34073	PROBATION OFFICER	37.5H
ALLEN	RENEE	N	60	22	F	02	WHITE	39100	SUPERVISOR	37.5H
GOODWICK	JULIE	J	60	22	F	02	WHITE	39100	SUPERVISOR	37.5H
SMITH	MARY		60	22	F	02	WHITE	39100	SUPERVISOR	37.5H
TORRES	GEORGE	R	60	22	M	02	HISPANIC	39100	SUPERVISOR	37.5H
MCPEEK	KIRSTEN	J	60	30	F	02	WHITE	34073	PROBATION OFFICER	37.5H
BRACH	DAVID	M	60	32	M	02	WHITE	34073	PROBATION OFFICER	37.5H
CUNNINGHAM	ANTHONY	P	60	32	M	02	WHITE	34073	PROBATION OFFICER	37.5H

GULLANG	JENNIFER	A	60	32	F	02	WHITE	34073	PROBATION OFFICER	37.5H
MATHIS	JASON	W	60	32	M	02	WHITE	34073	PROBATION OFFICER	37.5H
SILVA	CARLOS	H	60	32	M	02	HISPANIC	34073	PROBATION OFFICER	37.5H
OWENS	JOHNSON	D	60	32	M	02	WHITE	39100	SUPERVISOR	37.5H
RUDDSINSKI	CHARLES	H	60	34	M	08	WHITE	23002	COOK II	40H
RICE	GENA	J	60	34	F	08	WHITE	23011	COOK I	40H
BIGGIAM	NANCY	S	60	34	F	08	WHITE	23015	ADMIN COOK	40H
STEHLIN	KIMBERLY	A	60	34	F	06	WHITE	31002	CLERK II	37.5H
ACOSTA	DAVID	L	60	34	M	02	HISPANIC	34005	YOUTH COUNSELOR	37.5H
BARTEL	AMY	M	60	34	F	02	WHITE	34005	YOUTH COUNSELOR	37.5H
BEARD	EUGENE	J	60	34	M	02	BLACK	34005	YOUTH COUNSELOR	37.5H
BORIS	JOHN	S	60	34	M	02	WHITE	34005	YOUTH COUNSELOR	37.5H
BROOKER	NICOLE	F	60	34	F	02	WHITE	34005	YOUTH COUNSELOR	37.5H
CAPLAN	DURIN	K	60	34	M	02	WHITE	34005	YOUTH COUNSELOR	37.5H
CAWTHON	BURKE	A	60	34	M	02	BLACK	34005	YOUTH COUNSELOR	37.5H
CHLOPEK	MONIKA	A	60	34	F	02	WHITE	34005	YOUTH COUNSELOR	37.5H
COERS	TRACI	M	60	34	F	02	WHITE	34005	YOUTH COUNSELOR	37.5H
COLLINS	DIANE	L	60	34	F	02	WHITE	34005	YOUTH COUNSELOR	37.5H
DAVIS	ISAIAH	C	60	34	M	02	BLACK	34005	YOUTH COUNSELOR	37.5H
DITTMER	AMY	A	60	34	F	02	WHITE	34005	YOUTH COUNSELOR	37.5H
DREWS	PATRICK		60	34	M	02	WHITE	34005	YOUTH COUNSELOR	37.5H
FELICIANO	OSCAR		60	34	M	02	HISPANIC	34005	YOUTH COUNSELOR	37.5H
FREEMAN	MEGAN	A	60	34	F	02	WHITE	34005	YOUTH COUNSELOR	37.5H
GARA	CHRISTEN	M	60	34	M	02	WHITE	34005	YOUTH COUNSELOR	37.5H
GRENDA	RICHARD	A	60	34	M	02	WHITE	34005	YOUTH COUNSELOR	37.5H
HARRIS	COREY	D	60	34	M	02	BLACK	34005	YOUTH COUNSELOR	37.5H
HENNINGS	ZACHERY	L	60	34	M	02	WHITE	34005	YOUTH COUNSELOR	37.5H
HOLLINGSWORTH	SERETHA		60	34	F	02	BLACK	34005	YOUTH COUNSELOR	37.5H
HOWES	BRIAN	W	60	34	M	02	WHITE	34005	YOUTH COUNSELOR	37.5H
JANOVSKY	CHRISTOPHER	C	60	34	M	02	WHITE	34005	YOUTH COUNSELOR	37.5H
JOHNSON	TYLER	C	60	34	M	02	WHITE	34005	YOUTH COUNSELOR	37.5H
JOHNSON	KACEE	L	60	34	F	02	WHITE	34005	YOUTH COUNSELOR	37.5H

KERMEND	ANTHONY	J	60	34	M	02	WHITE	34005	YOUTH COUNSELOR	37.5H
KORTE	MELISSA	A	60	34	F	02	WHITE	34005	YOUTH COUNSELOR	37.5H
LIEDTKE	MICHAEL	A	60	34	M	02	WHITE	34005	YOUTH COUNSELOR	37.5H
MARTINEZ	JONATHON	J	60	34	M	02	WHITE	34005	YOUTH COUNSELOR	37.5H
MCGOWAN	MARCUS	D	60	34	M	02	BLACK	34005	YOUTH COUNSELOR	37.5H
MCPHERSON	PATRICIA	L	60	34	F	02	WHITE	34005	YOUTH COUNSELOR	37.5H
MILLS	MATTHEW	S	60	34	M	02	WHITE	34005	YOUTH COUNSELOR	37.5H
MINAS	RHEA	A	60	34	F	02	WHITE	34005	YOUTH COUNSELOR	37.5H
MORRELL	CHARLES	J	60	34	M	02	WHITE	34005	YOUTH COUNSELOR	37.5H
REDMOND	LUCIANA	N	60	34	F	02	BLACK	34005	YOUTH COUNSELOR	37.5H
REINERT KRYSTOF	AMY	L	60	34	F	02	WHITE	34005	YOUTH COUNSELOR	37.5H
SVEC	GEORG	W	60	34	M	02	WHITE	34005	YOUTH COUNSELOR	37.5H
TUCKER	DALE	J	60	34	M	02	WHITE	34005	YOUTH COUNSELOR	37.5H
TUCKER	SONYA		60	34	F	02	HISPANIC	34005	YOUTH COUNSELOR	37.5H
VOGT	INGRID	R	60	34	F	02	WHITE	34005	YOUTH COUNSELOR	37.5H
WALKER	LATONYA	D	60	34	F	02	BLACK	34005	YOUTH COUNSELOR	37.5H
WILSON	JENNIFER	L	60	34	F	02	WHITE	34005	YOUTH COUNSELOR	37.5H
WINANDY	KRISTY	A	60	34	F	02	WHITE	34005	YOUTH COUNSELOR	37.5H
ZOLOTO	LYDIA	N	60	34	F	02	WHITE	34005	YOUTH COUNSELOR	37.5H
ESQUIVEL	ROSEMARY		60	34	F	06	HISPANIC	34012	ADMIN OFFICER II	37.5H
ANSELME	RICK	E	60	34	M	01	WHITE	34097	ASST SUPERINTENDENT	37.5H
COSMA	JOHN		60	34	M	02	WHITE	35071	PSYCHOLOGIST	37.5H
AGNEW	MARK	L	60	34	M	02	WHITE	39100	SUPERVISOR	37.5H
DAVIS	MICHAEL	J	60	34	M	02	WHITE	39100	SUPERVISOR	37.5H
HEATH	JULIE	O	60	34	F	02	WHITE	39100	SUPERVISOR	37.5H
JONES	ALICE		60	34	F	02	BLACK	39100	SUPERVISOR	37.5H
RIVERA	VICTOR	L	60	34	M	02	HISPANIC	39100	SUPERVISOR	37.5H
SWIERKOSZ	AMY	L	60	34	F	02	WHITE	39100	SUPERVISOR	37.5H
STODIECK	MICHAEL		60	34	M	01	WHITE	39991	DIRECTOR/ADMINISTRATOR	37.5H
GARCIA	MARIA	C	60	40	F	06	HISPANIC	31023	CLERK STENOGRAPHER III	37.5H
MIKA	BARBARA		60	42	F	06	WHITE	31002	CLERK II	37.5H
ROBINSON	JANE	E	60	42	F	06	WHITE	34012	ADMIN OFFICER II	37.5H

CUNNINGHAMPETROS	JULIA		60	42	F	02	WHITE	35071	PSYCHOLOGIST	37.5H
KUZIA	MARK	J	60	42	M	02	WHITE	35071	PSYCHOLOGIST	37.5H
TSANG	ALEXANDRA	A	60	42	F	02	WHITE	35071	PSYCHOLOGIST	37.5H
WATKINS	ROBIN	L	60	42	F	02	WHITE	35071	PSYCHOLOGIST	37.5H
BROWN	TIMOTHY		60	42	M	01	WHITE	39991	DIRECTOR/ADMINISTRATOR	37.5H

M:EEO2008\EE0 070107 063008 MRA

SIXTEENTH JUDICIAL CIRCUIT

DeKalb – Kane – Kendall Counties

COURT SERVICES



TO: Maureen Anderson, Assistant Director, Human Resource Management
FROM: Jeffery R. Jefko, Sr., Deputy Director, Kane County Court Services
DATE: May 6, 2009
RE: 2008 EEOP Update Plan

Maureen, attached to this memo is Court Services updated 2008 EEOP plan. If you have any questions regarding the information feel free to contact me at 232-5810 or email me at jefkojef@co.kane.il.us Thanks Jeff

STEP 4b: NARRATIVE UTILIZATION ANALYSIS -- In the space provided below, please analyze the figures obtained for Step 4a -- the Utilization Chart -- by pointing out specific areas of concern.

A comparison of Court Services' workforce to the Community Labor Statistics for Kane County indicates underutilization of Hispanic males and White females in the Officials/Executive category. (-3.1% and -17.3% respectively.) This represents no change from the previous Plan. There has been no turnover in these positions and no positions added during the intervening period, thus no opportunity has been provided to address this issue. Within the next two years, it is expected that there will be significant turnover in the upper management positions. This will provide opportunity to develop more diversity in these positions.

The professional category shows underutilization of white males to a significant degree (-11.84%.) This is a decline from the previous Plan, in which White males were underutilized by -16.01. This has been a historical problem for Court Services, but it is one that if it were to be "fixed", the result may be more damaging in the ability to service the population. The Department has done well in the recruitment of minorities for the professional category, and the statistics bear out that there has been success in this area. The effort to recruit minorities, particularly bilingual staff, has been done in an effort to better service the population we serve. It is recognized that there is overrepresentation of minority populations within the criminal justice system. For 2008, 73% of the minors detained in the Juvenile Justice Center were from Black, Hispanic, or Asian populations. This is well beyond the percentage of Kane County population from these races reported by the 2000 census (21%). While there are attempts to deal with this overrepresentation on many levels, including local communities, schools, and the state, the reality at present is that Court Services must appropriately serve the population referred to the Department from the community. By actively recruiting minority staff who can serve as role models to the offenders we serve and by hiring staff with which the offenders we serve can communicate, we are enhancing our ability to help reduce recidivism. So, despite the underrepresentation of white males, active recruitment of additional white males is not a goal we will actively pursue.

In the office/clerical category, males are underutilized in every racial category, with the largest discrepancy applying to White males (-25.9%) and Hispanic males (-5%). At present, 100% of the clerical staff throughout the Department is female. In the past five years, only one male candidate has applied for a position in our clerical unit. This individual did not possess the clerical skills necessary for the position. The starting pay for this position is on the bottom end of the Department's pay scale, and while longevity in the positions will result in gradual increases, males do not appear to be drawn to the type of work required.

In the services/maintenance category, there has been no change in the statistics since the last EEO Plan. There has been no change in personnel since that plan, and no positions have been added. Males and non-white females continue to be underutilized, with Hispanic males and females showing the most significant underutilization (-27.9 and -14.6, respectively.) It is unknown when a position will be open within this group so that opportunity is provided to improve in this area.

After reviewing the results of the underutilization analysis, it appears that the Department continues to have difficulties recruiting males for the professional, clerical, and service categories. 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.

STEP 5: OBJECTIVES -- In the space provided below, please summarize the objectives your EEOP sets forth to address any underutilization identified in Step 4.

Court Services is committed to making its workforce profiles more closely reflect the available labor force in the community. The Department also recognizes the issue of overrepresentation of minorities in the criminal justice system, and recruitment of minority staff is advantageous in the establishment of solid working relationships between the probation officers and the offenders with whom they work. Based upon the results of the underutilization analysis, Court Services has established the following objectives:

- The Department will continue to attempt to recruit more male staff for professional positions, regardless of the race of the individual, in order to provide male role models for the population we serve, which remains primarily male. If this results in an increase in white male staff to reduce the underrepresentation of white males, then this will be a positive outcome from the perspective of community representation. However, we need to continue to be cognizant of the racial makeup of the population we currently serve, with the hope that efforts to reduce disproportionate minority representation in the criminal justice system will meet with success.
- Over the next two years, several positions in upper management will be open. Court Services will endeavor to promote females and minorities to upper management positions. At present, there are two male Hispanic supervisors and two Black female supervisor in the Department, making 25% of the supervisory staff minority. In addition, half of the supervisors in the Department are female, and several of these have potential for promotion to upper management. (Supervisory staff are classified with professional staff, thus diluting the impact of this representation.)
- Court Services will strongly consider any male applicants for clerical and service positions. Networking with staff from local vocational programs may aid us in improving these numbers.

STEP 6: STEPS TO ACHIEVE OBJECTIVES -- In the space provided below, please briefly describe the specific steps you have determined will enable you to meet the objectives presented in Step 5.

The following steps will be taken to address the underutilization of males in professional, clerical, and service categories and minorities in the service and professional categories:

- Continue to attend career fairs at local universities as well as network with University Department Heads to encourage referral of appropriate students to our Department for internship and employment opportunities. Continue to provide job postings to other universities well as community colleges for clerical and service positions. In addition, insure that postings reach any local programs offering vocational skills in the areas of cooking and clerical duties.
- 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.
- Continue to interact with community-based organizations serving primarily minority populations (LULAC, Urban League) and campaign for referrals of qualified individuals for hiring.
- Provide job postings to organizations that reach the target population.

STEP 7: DISSEMINATION --In the space provided below, please summarize your plan to disseminate the EEOP.

- 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 EEOP 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 EEOP during orientation
- The EEOP 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.

Step 8: Job Postings

Job openings are posted on the Kane County Intranet website, are posted in all of the Court Services offices in the 16th Judicial Circuit (DeKalb, Kendall and Kane counties) and at the Government Center in Kane County. In addition, job openings are sent to the following Universities web sites, Aurora University, Western Illinois University, Justin College, University of Chicago, University of Illinois (Chicago) and Wheaton College.

Fiscal Year December 1, 2007 - November 30, 2008
Disciplinary Actions

Prepared May 5, 2008 by: Jeffery R. Jefko, Sr, Deputy Director, Court Services

	Sex	Race	National Origin	Number of Disciplinary Actions Taken	Total Number of Penalties Imposed	Suspension Indefinitely	Suspension for a Term	Loss of Pay	Written Reprimand	Oral Reprimand	Other
1	M	W	USA	2	2				2		
2	M	W	USA	1	1				1		
3	M	W	USA	1	1		1	YES			
4	M	W	USA	1	1				1		
5	M	W	USA	1	1					1	
	Totals:	Male White		6	6		1	0	4	1	0
1	M	B	USA	1	1				1		
2	M	B	USA	1	1				1		
	Totals:	Male Black		2	2		0	0	2	0	0
1	M	H	USA	1	1				1		
2	M	H	USA	1	1					1	
	Totals:	Male Hispanic		2	2		0	0	1	1	
1	F	W	USA	2	2				1	1	
2	F	W	USA	2	2		1	YES	1		
3	F	W	USA	1	1		1	YES			
4	F	W	USA	2	2				1	1	
5	F	W	USA	1	1						1
6	F	W	USA	1	1						1
7	F	W	USA	3	3		2	YES		1	
	Totals:	Female White		12	12		4	0	3	3	2
	Totals:	Female Black									
	Totals:	Female Hispanic									
	GRAND TOTALS:			22	22		5	0	10	5	2

NOTE: Color coded cells
indicate locations of
the same individual.

Fiscal Year December 1, 2007 - November 30, 2008

Transfers / Promotions

Prepared May 6, 2009 by: Jeffery R. Jefko, Sr., Deputy Director, Court Services

	Sex	Race	National Origin	Applications for Promotion	Applications for Transfer	Promotion Granted	Transfer Granted	Original Job Category	New Job Category
1	F	W	USA		1		YES	Youth Counselor	Probation Officer
2	F	W	USA		1		YES	Juv. Probation Officer	Adult DV Officer
3	F	W	USA		1		YES	Hybrid Officer	Adult Probation Officer
4	F	W	USA		1		NO	Adult Probation Officer	Drug Court Officer
5	F	W	USA		1		NO	Youth Counselor	Adult Probation Officer
6	F	W	USA		1		NO	CRS Officer	Adult Probation Officer
7	F	W	USA		1		NO	Youth Counselor	Probation Officer
8	F	W	USA		1		YES	Adult DV Officer	Adult Probation Officer
	Totals: Female White				8				
1	M	B	USA		1		NO	Youth Counselor	Probation Officer
	Totals: Male Black				1				
1	M	H	USA		1		YES	Adult Probation Officer	Drug Court Officer
	Totals: Male Hispanic				1				
GRAND TOTALS:					10				

EEOP SHORT FORM
STEP 1: INTRODUCTORY INFORMATION

Grant Title: Treatment Alternative Court Grant **Grant Number :** 2008DDBX0193

Grantee Name: Kane County Court Services

Award Amount: \$223,587

Address: 37W777 Rt. 38
Suite CS100
St. Charles, IL 60175

Contact Person: Michael Daly

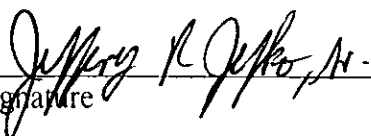
Telephone #: (630) 232-5882

Date and effective duration of EEOP: 12/1/08-11/30/09

Policy Statement:

The Department's policy regarding equal employment opportunity is as follows:

Equal Employment Opportunity: It is the policy of Court Services to recruit, select, promote, train, and discipline employees without regard to sex, age, race, creed, color, national origin, religious preference, political preference, or physical handicaps. These criteria shall not be considered in personnel decisions, except where they constitute a bonafide occupational qualification.

	<u>DEPUTY DIRECTOR</u>	<u>5/6/09</u>
Signature	Title	Date

EEOP SHORT FORM
STEP 1: INTRODUCTORY INFORMATION

Grant Title: Specialized Sex Offender Program

Grant Number : 406154

Grantee Name: Kane County Court Services

Award Amount: \$27,200

Address: 37W777 Rt. 38

Suite C\$100

St. Charles, IL 60175

Contact Person: Jeffery R. Jefko, Sr.

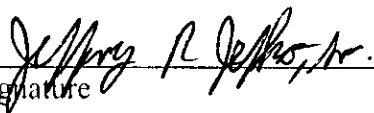
Telephone #: (630) 232-5810

Date and effective duration of EEOP: 12/1/08-11/30/09

Policy Statement:

The Department's policy regarding equal employment opportunity is as follows:

Equal Employment Opportunity: It is the policy of Court Services to recruit, select, promote, train, and discipline employees without regard to sex, age, race, creed, color, national origin, religious preference, political preference, or physical handicaps. These criteria shall not be considered in personnel decisions, except where they constitute a bonafide occupational qualification.


Signature

DEPUTY DIRECTOR
Title

5/6/09
Date

**EEOP SHORT FORM
STEP 1: INTRODUCTORY INFORMATION**

Grant Title: Juvenile Accountability Incentive Block Grant **Grant Number :** 506040

Grantee Name: Kane County Court Services

Award Amount: \$20,675

Address: 37W777 Rt. 38
Suite CS100
St. Charles, IL 60175

Contact Person: Jeffery R. Jefko, Sr.

Telephone #: (630) 232-5810

Date and effective duration of EEOP: 12/1/08-11/30/09

Policy Statement:

The Department's policy regarding equal employment opportunity is as follows:

Equal Employment Opportunity: It is the policy of Court Services to recruit, select, promote, train, and discipline employees without regard to sex, age, race, creed, color, national origin, religious preference, political preference, or physical handicaps. These criteria shall not be considered in personnel decisions, except where they constitute a bonafide occupational qualification.

 _____ Signature	DEPUTY DIRECTOR _____ Title	5/6/09 _____ Date
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PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL) – 2008 JUDICIARY WORKFORCE

REVISED

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		4 100%	0 0%	1 25%	0 0%	0 0%	0 0%	0 0%	3 75%	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 Judiciary does not have any employees in this job category										
Protective Services	Sworn	22 100%	1 4.545%	13 59.090%	0 0%	0 0%	0 0%	0 0%	8 36.363%	0 0%	0 0%	0 0%
	Non-Sworn	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		15 100%	0 0%	5 33.333%	0 0%	0 0%	0 0%	0 0%	10 66.667%	0 0%	0 0%	0 0%
Skilled Craft		The Judiciary does not have any employees in this job category										
Service/Maintenance		The Judiciary does not have any employees in this job category										

08/08

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) – 2008 JUDICIARY UTILIZATION ANALYSIS

REVISED

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
OFFICIALS/EXECUTIVE Workforce #/% CLS #/% Utilization %		25% 59.3% -34.3%	0% 1.8% -1.8%	0% 3.1% -3.1%	0% .7% -.7%	0% 0% 0%	75% 29.8% 45.2%	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 %	59.090% 64% -4.91%	4.545% 8.1% -3.555%	0% 6.8% -6.8%	0% .5% -.5%	0% 0% 0%	36.363% 16.2% 20.163%	0% 1.9% -1.9%	0% 1% -1%	0% .5% -.5%	0% 0% 0%
	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		33.333% 25.9% 7.433%	0% 1.4% -1.4%	0% 5% -5%	0% .7% -.7%	0% .1% -.1%	66.667% 52.8% 13.867%	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									



Ethnic Detail for Judiciary

08/08

	Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title
✓	MOORE	MARI	M	62	20	F	06	WHITE	11002	CLERK II 35H
✓	WILLIS	ROBERT	K	62	20	M	06	WHITE	11002	CLERK II 35H
✓	LEISTEN	MATTHEW		62	20	M	06	WHITE	11004	CLERK IV 35H
✓	MORFIN	SUSAN	D	62	20	F	06	WHITE	11004	CLERK IV 35H
✓	SWAN	CRAIG	E	62	20	M	06	WHITE	11004	CLERK IV 35H
✓	CAMPBELL	MICHELE	L	62	20	F	06	WHITE	11013	INFORMATION PROCESSOR III 35H
✓	BARNETTE	MARY	M	62	20	F	06	WHITE	11023	CLERK STENOGRAPHER III 35H
✓	WILLEY	SUSAN	C	62	20	F	06	WHITE	11023	CLERK STENOGRAPHER III 35H
✓	BIDDLE	BARBARA	J	62	20	F	06	WHITE	14012	ADMIN OFFICER II 35H
✓	CHRISTIANSEN	KATHRYN	J	62	20	F	06	WHITE	14013	ADMIN OFFICER III 35H
✓	LILLY	DIANE	L	62	20	F	06	WHITE	14013	ADMIN OFFICER III 35H
✓	MOORE	SILVA	N	62	20	F	06	WHITE	16002	GRADUATE INTERN 35H
✓	RIFF	MEGAN		62	20	F	06	WHITE	16002	GRADUATE INTERN 35H
✓	BARTELT	CLIFTON	O	62	20	M	04	WHITE	19981	BAILIFF 35H
✓	BRACKETT	ROBERT		62	20	M	04	WHITE	19981	BAILIFF 35H
✓	CLOSE	CURTIS	D	62	20	M	04	WHITE	19981	BAILIFF 35H
✓	DIAMOND	WILLIAM		62	20	M	04	WHITE	19981	BAILIFF 35H
✓	FOSSE	GEORGE	E	62	20	M	04	WHITE	19981	BAILIFF 35H

✓	GIRMSCHIED	LLEWELLYN	E	62	20	M	04	WHITE	19981	BAILIFF	35H
✓	GORSKI	GERALD	J	62	20	M	04	WHITE	19981	BAILIFF	35H
✓	GREGORY	DONALD	G	62	20	M	04	WHITE	19981	BAILIFF	35H
✓	JANNUSCH	KAREN	L	62	20	F	04	WHITE	19981	BAILIFF	35H
✓	JOHNSON	JOHNNIE	L	62	20	M	04	BLACK	19981	BAILIFF	35H
✓	KEARNEY	ROBERT	M	62	20	M	04	WHITE	19981	BAILIFF	35H
✓	KURKJIAN	CATHY	L	62	20	F	04	WHITE	19981	BAILIFF	35H
✓	LE FEBER	ALFRED	C	62	20	M	04	WHITE	19981	BAILIFF	35H
✓	MALONE	MARIANNE	Y	62	20	F	04	WHITE	19981	BAILIFF	35H
✓	MURPHY	DONALD	E	62	20	M	04	WHITE	19981	BAILIFF	35H
✓	NELSON	PATRICIA	A	62	20	F	04	WHITE	19981	BAILIFF	35H
✓	NIELSEN	LOUIS	A	62	20	M	04	WHITE	19981	BAILIFF	35H
✓	SMITH	ROSE		62	20	F	04	WHITE	19981	BAILIFF	35H
✓	SMITH	SHIRLEY	C	62	20	F	04	WHITE	19981	BAILIFF	35H
✓	SNYDER	THOMAS		62	20	M	04	WHITE	19981	BAILIFF	35H
✓	WARFEL	SUSAN	M	62	20	F	04	WHITE	19981	BAILIFF	35H
✓	ZAESKE	MARY JO		62	20	F	04	WHITE	19981	BAILIFF	35H
✓	NAUGHTON	DOUGLAS	J	62	20	M	01	WHITE	19991	DIRECTOR/ADMINISTRATOR 35H	
✓	O'BRIEN	ANDREA		62	20	F	01	WHITE	19991	DIRECTOR/ADMINISTRATOR 35H	
✓	SEIFRID	KATHRYN		62	20	F	01	WHITE	19991	DIRECTOR/ADMINISTRATOR 35H	
✓	ROGINA	MATHEW	C	62	20	M	05 ⁰⁶	WHITE	25010	COURT ASSISTANT	35H
✓	SIEBERT	EDWARD	D	62	20	M	06	WHITE	25010	COURT ASSISTANT	35H
	BROWNE	NANCY	L	62	40	F	06 ⁰⁷	WHITE	14013	ADMIN OFFICER III	35H
	COX	HALLE	C	62	40	F	01	WHITE	15085	LIBRARIAN	35H
	HANNAH	KAREN		62	40	F	01 ⁰²	WHITE	15085	LIBRARIAN	35H

16th Judicial Circuit County of Kane

Kane County Courthouse
100 South Third Street
Geneva, Illinois 60178
Telephone (630) 232-3441



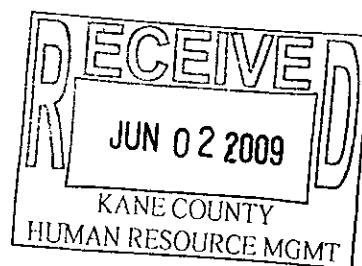
MEMO

TO: Maureen Anderson
Assistant Director HR

FROM: Andrea R. O'Brien

RE: EEOP Report for the Judiciary

DATE: May 29, 2009



Please find attached the Judiciary's EEOP Report. In the Report we have listed that we have a Guidebook for the Law Clerks and Interns, so I have sent you a copy of that as well. Please let me know if you need anything else.

Thank you.

Andrea R. O'Brien
Deputy Court Administrator
16th Judicial Circuit, Kane County
(630) 208-5145

**PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL)
2008 JUDICIARY WORKFORCE – DISCIPLINARY ACTIONS TAKEN**

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Professionals		The Judiciary does not have any employees in this job category										
Technicians		The Judiciary does not have any employees in this job category										
Bailiffs (Protective Services)	Non-Sworn	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%
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Skilled Craft		The Judiciary does not have any employees in this job category										
Service/Maintenance		The Judiciary does not have any employees in this job category										

05/09

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)
2008 JUDICIARY WORKFORCE - PROMOTIONS OR TRANSFERS

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Professionals		The Judiciary does not have any employees in this job category										
Technicians		The Judiciary does not have any employees in this job category										
Bailiffs (Protective Services)	Non-Sworn	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%
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Skilled Craft		The Judiciary does not have any employees in this job category										
Service/Maintenance		The Judiciary does not have any employees in this job category										

05/09

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2008 JUDICIARY WORKFORCE

JUDICIARY'S EXISTING EMPLOYMENT POLICIES AND PRACTICES

Currently the Judiciary follows the Kane County Personnel Policies and Practices listed in the Kane County Personnel Handbook. In addition, we also have a Guidebook for Judicial Law Clerks and Judicial Interns, which I have attached.

JUDICIARY JOB OPENINGS

Currently the Judiciary posts most of its job openings on the Kane County website. For Staff Attorneys and Paralegals we post notices at the Law Schools and Community College Paralegal Programs in the area as follows:

DePaul
Kent
Loyola
John Marshall
Northern Illinois University
Elgin Community College

PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL) – 2008 RECORDER WORKFORCE

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	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		4 100%	0 0%	3 75%	0 0%	0 0%	0 0%	0 0%	1 25%	0 0%	0 0%	0 0%
Technicians		The Recorder's Office does not have any employees in this job category										
Protective Services	Sworn	The Recorder's Office does not have any employees in this job category										
	Non-Sworn	The Recorder's Office does not have any employees in this job category										
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		14 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	11 78.571%	2 14.286%	0 0%	1 7.143%
Skilled Craft		The Recorder's Office does not have any employees in this job category										
Service/Maintenance		The Recorder's Office does not have any employees in this job category										

08/08

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AI/AN - American Indian or
Alaskan Native

PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL) - 2008 RECORDER UTILIZATION ANALYSIS

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
OFFICIALS/EXECUTIVE											
Workforce #/%		0%	0%	0%	0%	0%	100%	0%	0%	0%	0%
CLS #/%		59.3%	1.8%	3.1%	.7%	0%	29.8%	1.4%	2.6%	.5%	0%
Utilization %		-59.3%	-1.8%	-3.1%	-7%	0%	70.2%	-1.4%	-2.6%	-.5%	0%
PROFESSIONALS											
Workforce #/%		75%	0%	0%	0%	0%	25%	0%	0%	0%	0%
CLS #/%		41.2%	1.4%	2.3%	1.6%	.1%	47.1%	1.9%	2.4%	1.4%	.1%
Utilization %		33.8%	-1.4%	-2.3%	-1.6%	-.1%	-22.1%	-1.9%	-2.4%	-1.4%	-.1%
TECHNICIANS		NOT APPLICABLE									
Workforce #/%											
CLS #/%											
Utilization %											
PROTECTIVE SERVICES	SWORN	NOT APPLICABLE									
	Workforce #/%										
	CLS #/%										
	Utilization %										
	NON-SWORN	NOT APPLICABLE									
	Workforce #/%										
	CLS #/%										
	Utilization %										
PARA-PROFESSIONAL		THIS CATEGORY NO LONGER EXISTS IN THE 2000 CENSUS DATA									
Workforce											
CLS #/%											
Utilization											
OFFICE/CLERICAL											
Workforce		0%	0%	0%	0%	0%	78.571%	0%	14.286%	0%	7.143%
CLS #/%		25.9%	1.4%	5%	.7%	.1%	52.8%	3.5%	8.9%	.7%	.1%
Utilization		-25.9%	-1.4%	-5%	-7%	-.1%	25.771%	-3.5%	.623%	-.7%	7.043%
SKILLED CRAFT		NOT APPLICABLE									
Workforce #/%											
CLS #/%											
Utilization %											
SVCS/MAINTENANCE		NOT APPLICABLE									
Workforce #/%											
CLS #/%											
Utilization %											



Ethnic Detail for Recorder

08/08

Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title
SMITH	RENE	M	56	10	F	06	WHITE	11002	CLERK II 35H
HEYOB	ELIZABETH	A	56	10	F	06	WHITE	11003	CLERK III 35H
HOLA	MAUREEN		56	10	F	06	WHITE	11003	CLERK III 35H
ANTCZAK	MAJA	U	56	10	F	06	WHITE	11004	CLERK IV 35H
COWAN	SHERRILYN	S	56	10	F	06	WHITE	11004	CLERK IV 35H
MARWAHA	INDERPAL		56	10	F	06	ASIAN/PACIFIC ISLANDER	11004	CLERK IV 35H
COLTON	LYNDA	M	56	10	F	06	WHITE	11005	CLERK V 35H
MITCHELL	CARRIE	L	56	10	F	06	WHITE	11012	INFORMATION PROCESSOR II 35H
DOOLITTLE	SHELLEY	J	56	10	F	06	WHITE	11013	INFORMATION PROCESSOR III 35H
KRISMALIAN	CARREN	M	56	10	F	06	WHITE	11013	INFORMATION PROCESSOR III 35H
GENTILCORE	BARBARA	A	56	10	F	06	WHITE	11014	INFORMATION PROCESSOR 35H
SCHONBACK	JUDY	A	56	10	F	06	WHITE	11042	ACCOUNT CLERK II 35H
KING	DAVID	C	56	10	M	02	WHITE	15051	EXEC I 35H
SCHOLES	DAVID	J	56	10	M	02	WHITE	15052	EXEC II 35H
FERNOW	LYNDA	A	56	10	F	02	WHITE	15053	EXEC III 35H
WEGMAN	SANDY		56	10	F	01	WHITE	19987	ELECTED OFFICIAL 35H
VILLACORTA	AMALIA	E	56	20	F	06	HISPANIC	11002	CLERK II 35H
IBARRA	MARIA	M	56	20	F	06	HISPANIC	11011	INFORMATION PROCESSOR I 35H
WEIGAND	SCOTT	M	56	20	M	02	WHITE	11075	NETWORK SVC SPECIALIST II 35H

Kane County Records Office Equal Employment Opportunity Plan

1. The Recorder's Office has taken no disciplinary actions against employees in the 08 Fiscal Year.
2. We have had no opportunities for transfer or promotions in the 08 Fiscal Year.
3. The Recorder believes in promoting from within. We have the majority of our employees that have been here for several years and know the workings of the office very thoroughly. Any hiring would be posted through the County HR department. Applicants for clerical positions would be given a typing test, recommendations reviewed and interviewed.
4. We have not done any hiring since 2005 when we added two Hispanic females to our staff. Prior to 2005, we had 2 Black female employees who both left for other opportunities.

2008 Recorder's Workforce:

Officials /Administrators: 2 white female, 1 white male

Professionals: 1 white male

Technicians: 1 white male

Office/Clerical: 11 white females, 2 Hispanic females, 1 A/PI (India sub- continent) female

PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL) – 2008 REGIONAL OFFICE OF EDUCATION WORKFORCE

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		6 100%	0 0%	3 50%	0 0%	0 0%	0 0%	0 0%	3 50%	0 0%	0 0%	0 0%
Professionals		19 100%	1 5.263%	9 47.368%	0 0%	0 0%	0 0%	1 5.263%	7 36.842%	1 5.263%	0 0%	0 0%
Technicians		1 100%	0 0%	0 0%	0 0%	1 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Protective Services	Sworn	The Regional Office of Education does not have any employees in this job category										
	Non-Sworn	The Regional Office of Education does not have any employees in this job category										
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		10 100%	0 0%	3 30%	0 0%	0 0%	0 0%	0 0%	6 60%	1 10%	0 0%	0 0%
Skilled Craft		The Regional Office of Education does not have any employees in this job category										
Service/Maintenance		The Regional Office of Education does not have any employees in this job category										

08/08

KEY

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



PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL) – 2003 REGIONAL OFFICE OF EDUCATION UTILIZATION ANALYSIS

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
OFFICIALS/EXECUTIVE Workforce #/% CLS #/% Utilization %		50% 59.3% -9.3%	0% 1.8% -1.8%	0% 3.1% -3.1%	0% .7% -.7%	0% 0% 0%	50% 29.8% 20.2%	0% 1.4% -1.4%	0% 2.6% -2.6%	0% .5% -.5%	0% 0% 0%
PROFESSIONALS Workforce #/% CLS #/% Utilization %		47.368% 41.2% 6.168%	5.263% 1.4% 3.863%	0% 2.3% -2.3%	0% 1.6% -1.6%	0% .1% -.1%	36.842% 47.1% -10.258%	5.263% 1.9% 3.363%	5.263% 2.4% 2.863%	0% 1.4% -1.4%	0% .1% -.1%
TECHNICIANS Workforce #/% CLS #/% Utilization %		0% 42.2% -42.2%	0% 2.2% -2.2%	0% 4% -4%	100% 1.2% 98.8%	0% 0% 0%	0% 40.5% -40.5%	0% 3.6% -3.6%	0% 3.3% -3.3%	0% 1.8% -1.8%	0% 0% 0%
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		30% 25.9% 4.1%	0% 1.4% -1.4%	0% 5% -5%	0% .7% -.7%	0% .1% -.1%	60% 52.8% 7.2%	0% 3.5% -3.5%	10% 8.9% 1.1%	0% .7% -.7%	0% .1% -.1%
SKILLED CRAFT Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									
SVCS/MAINTENANCE Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									



Ethnic Detail for Regional
Office of Education

08/08

Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title
HELGESON	LEANNE	K	58	10	F	06	WHITE	11013	INFORMATION PROCESSOR III 35H
MORRIS	ELEANOR	B	58	10	F	06	HISPANIC	16000	ADMIN ASSISTANT 35H
SCHNEIDER	HARRISON	G	58	10	M	01	WHITE	18000	ASST SUPERVISOR 35H
JOHNSON	DOUGLAS	E	58	10	M	01	WHITE	19991	DIRECTOR/ADMINISTRATOR 35H
KNORR	ANGELA	J	58	10	F	06	WHITE	21006	CLERK VI 40HR
BALDERAS	SHARON		58	10	F	06	WHITE	21023	CLERK STENOGRAPHER III 40HR
CAMERON	KENNETH	L	58	10	M	02	WHITE	24025	LIFE SAFETY COORDINATOR
OLSEN	SHIRLEY	J	58	10	F	06	WHITE	29000	EXEC SECRETARY 40H
RISSINGER	VICKI	J	58	10	F	06	WHITE	29000	EXEC SECRETARY 40H
PINNAU	MARTIN	U	58	20	M	03	ASIAN/PACIFIC ISLANDER	14400	GIS MAPPING COORDINATOR 35H
JARMAN	BRADLEY		58	20	M	02	WHITE	15054	EXEC IV 35H
LECLERE	SHIRLEY		58	20	F	02	WHITE	15054	EXEC IV 35H
LESLIE	LORRAINE		58	20	F	06	WHITE	21005	CLERK V 40 HR
CAMPEGGIO	THOMAS	M	58	20	M	06	WHITE	21047	ACCOUNTANT II 40 HR
HOPKINS	LAWRENCE	E	58	20	M	02	WHITE	21074	NETWORK SVC SPECIALIST I 40HR
SEARS	GARY	H	58	20	M	02	WHITE	21074	NETWORK SVC SPECIALIST I 40HR
JORDAN	BELVIN	A	58	20	F	02	BLACK	24005	YOUTH COUNSELOR 40H

BRIDGES	BERNARD		58	20	M	02	BLACK	24008	COMM YOUTH LDR - ROE	40H
DEMPSEY	DEBORAH	A	58	20	F	02	WHITE	24008	COMM YOUTH LDR - ROE	40H
GLENN	KARI	M	58	20	F	02	WHITE	24008	COMM YOUTH LDR - ROE	40H
HURLEY	ERIN	M	58	20	F	02	WHITE	24008	COMM YOUTH LDR - ROE	40H
KOESSL	DANIEL	E	58	20	M	02	WHITE	24008	COMM YOUTH LDR - ROE	40H
LADWIG	GLEN	E	58	20	M	02	WHITE	24008	COMM YOUTH LDR - ROE	40H
NAGY	ANNESSA	D	58	20	F	02	WHITE	24008	COMM YOUTH LDR - ROE	40H
WADHAMS	PAMELA	L	58	20	F	02	WHITE	24008	COMM YOUTH LDR - ROE	40H
BOIES	JOSHUA	J	58	20	M	06	WHITE	25054	EXEC IV	40H
DAL SANTO	PATRICIA	A	58	20	F	01	WHITE	25054	EXEC IV	40H
KAKACEK	SANDRA	L	58	20	F	02	WHITE	25054	EXEC IV	40H
MORRIS	PHILLIP	C	58	20	M	01	WHITE	25054	EXEC IV	40H
STUDT	KATHERINE	M	58	20	F	01	WHITE	25054	EXEC IV	40H
VALLEJO	JULIE		58	20	F	01	WHITE	25054	EXEC IV	40H
LABOUFF	PATRICK	F	58	20	M	02	WHITE	25080	TEACHER	40H
NELSON	SANDRA	K	58	20	F	02	WHITE	25080	TEACHER	40H
SPALIS	IVARS		58	20	M	02	WHITE	25080	TEACHER	40H
VASQUEZ	ADRIENNE	A	58	20	F	02	HISPANIC	25080	TEACHER	40H
HAWKINS	ROBERT	L	58	20	M	06	WHITE	28000	ASST SUPERVISOR	40 HR

KANE COUNTY REGIONAL OFFICE OF EDUCATION

DOUGLAS E. JOHNSON
Regional Superintendent
HARRISON G. SCHNEIDER
Associate Superintendent



210 S. Sixth Street
Geneva, IL. 60134
Phone: 630/232-5955
Fax: 630/208-5115
www.kaneroe.org

Date: May 13, 2009
To: Maureen Anderson
From: Tom Campeggio
CC: Doug Johnson *DS*
Re: Equal Employment Opportunity Plan

Responses to Items from Letter Dated April 16, 2009

1. For FY08 the Regional Office of Education did not have any employees that were either suspended, reprimanded, had loss of pay, or any oral warnings.
2. In FY08 there were no employees at the Regional Office of Education who made application to be promoted or transferred that were listed on the attached job categories from your letter dated April 16, 2009.
3. The Regional Office of Education posts job openings through Kane County's website and also through the Kane County Human Resources Consortium.

It is the Regional Superintendent's policy to provide equal employment opportunity to all applicants and employees without regard to race, color, creed, religion, sex, age, national origin, ancestry, physical or mental handicap or disability, marital status, military status, or veteran status. This policy applies to all aspects of employment, including, but not limited to, selection, promotions, compensation, assignments, benefits, training and termination. To the extent required by receipt of grant funds or other laws, any employment or discrimination policy required to be adopted by such grant agreement or law is hereby adopted by reference as if fully set forth herein.

The Regional Superintendent is committed to employing only United States citizens and aliens who are authorized to work in the United States and does not unlawfully discriminate on the basis of citizenship or national origin. In compliance with the Immigration Reform and Control Act of 1986, and as a condition of employment, each new employee must properly complete the Employment Eligibility Verification Form I-9 and present documentation establishing identity and employment eligibility. Before commencing work, newly rehired employees must also complete the form if they have not previously filed an I-9 with this office or if their previously completed I-9 is more than 3 years old.

It is the Regional Superintendent policy that no qualified individual with a disability shall be discriminated against because of such disability in regard to job application procedures, hiring or discharge, compensation, advancement opportunities, training, or any other term or condition of employment. A disability is defined as: (1) a physical or mental impairment that substantially limits one or more major life activities of an individual; (2) a record of such impairment; or (3) being regarded as having such impairment.

A qualified individual with a disability is one who, with or without reasonable accommodation, can perform the essential functions of the job such person holds or desires. Any qualified employee or applicant who believes that he or she has been discriminated against because of a disability should promptly report the complaint to a Manager or the Associate Superintendent. Complaints of discrimination on the basis of disability will be promptly investigated.

~ PROVIDING LEADERSHIP IN THE LEARNING COMMUNITY ~

PART I. COUNTY OF KANE (NON ELECTED DEPARTMENT) – 2008 PUBLIC DEFENDER WORKFORCE

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		1 100%	0 0%	1 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Professionals		34 100%	0 0%	10 29.412%	0 0%	2 5.882%	0 0%	2 5.882%	17 50%	2 5.882%	1 2.941%	0 0%
Technicians		The Public Defender's Office does not have any employees in this job category										
Protective Services	Sworn	3 100%	0 0%	1 33.333%	0 0%	0 0%	0 0%	0 0%	2 66.667%	0 0%	0 0%	0 0%
	Non-Sworn	The Public Defender's Office does not have any employees in this job category										
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		8 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	6 75%	2 25%	0 0%	0 0%
Skilled Craft		The Public Defender's Office does not have any employees in this job category										
Service/Maintenance		The Public Defender's Office does not have any employees in this job category										

Revised 6/09

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 (NON ELECTED OFFICIAL) – 2008 PUBLIC DEFENDER UTILIZATION ANALYSIS

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
OFFICIALS/EXECUTIVE Workforce #/% CLS #/% Utilization %		100% 59.3% 40.7%	0% 1.8% -1.8%	0% 3.1% -3.1%	0% .7% -.7%	0% 0% 0%	0% 29.8% -29.8%	0% 1.4% -1.4%	0% 2.6% -2.6%	0% .5% -.5%	0% 0% 0%
PROFESSIONALS Workforce #/% CLS #/% Utilization %		29.412% 41.2% -11.788%	0% 1.4% -1.4%	0% 2.3% -2.3%	5.882% 1.6% 4.282%	0% .1% -.1%	50% 47.1% 2.9%	5.882% 1.9% 3.982%	5.882% 2.4% 3.482%	2.941% 1.4% 1.541%	0% .1% -.1%
TECHNICIANS Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									
PROTECTIVE SERVICES	SWORN Workforce #/% CLS #/% Utilization %	33.333% 64% -30.667%	0% 8.1% -8.1%	0% 6.8% -6.8%	0% .5% -.5%	0% 0% 0%	66.667% 16.2% 50.467%	0% 1.9% -1.9%	0% 1% -1%	0% .5% -.5%	0% 0% 0%
	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%	75% 52.8% 22.2%	0% 3.5% -3.5%	25% 8.9% 16.1%	0% .7% -.7%	05% .1% -.1%
SKILLED CRAFT Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									
SVCS/MAINTENANCE Workforce #/% CLS #/% Utilization %		NOT APPLICABLE									



Ethnic Detail for Public
Defender

Revised 06/09

Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title
KEMMERLING	KATHLEEN	M	62	30	F	02	WHITE	10625	ASST PUBLIC DEFENDER SUPV 35H
ADAM	MONA	M	62	30	F	06	WHITE	11023	CLERK STENOGRAPHER III 35H
CHAPA	MARIA	A	62	30	F	06	HISPANIC	11023	CLERK STENOGRAPHER III 35H
CHOATE	JILL	R	62	30	F	06	WHITE	11023	CLERK STENOGRAPHER III 35H
ISACKSON	PATRICIA	M	62	30	F	06	WHITE	11023	CLERK STENOGRAPHER III 35H
KLIMENT	JACQUELINE	M	62	30	F	06	WHITE	11023	CLERK STENOGRAPHER III 35H
KRUSE	ANNE	M	62	30	F	06	WHITE	11023	CLERK STENOGRAPHER III 35H
PACHECO	JANET		62	30	F	06	HISPANIC	11023	CLERK STENOGRAPHER III 35H
GRANIAS	THOMAS	G	62	30	M	04	WHITE	15012	INVESTIGATOR 35H
STAHL	CHRISTINE	E	62	30	F	04	WHITE	15012	INVESTIGATOR 35H
FAHNESTOCK	TRACIE	N	62	30	F	04	WHITE	15013	CHIEF INVESTIGATOR 35H
LEE	SALLY	L	62	30	F	06	WHITE	19003	OFFICE MANAGER 35H
KLIMENT	DAVID	P	62	30	M	01	WHITE	19991	DIRECTOR/ADMINISTRATOR 35H
AMATO	JENNIE	S	62	30	F	02	WHITE	19992	ASST PUBLIC DEFENDER 35H
ARCHULETA	JUANITA	M	62	30	F	02	HISPANIC	19992	ASST PUBLIC DEFENDER 35H
BENJAMIN	MELYNDA	L	62	30	F	02	WHITE	19992	ASST PUBLIC DEFENDER 35H
BRISBON	CYNTHIA	A	62	30	F	02	BLACK	19992	ASST PUBLIC DEFENDER 35H
BROWN	GREGORY	A	62	30	M	02	WHITE	19992	ASST PUBLIC DEFENDER 35H
BUSOT	MARIA	V	62	30	F	02	HISPANIC	19992	ASST PUBLIC DEFENDER 35H
CONANT	RACHELE	A	62	30	F	02	WHITE	19992	ASST PUBLIC DEFENDER 35H
COVEY	BRENDA	J	62	30	F	02	WHITE	19992	ASST PUBLIC DEFENDER 35H
DARR	JULIE	A	62	30	F	02	WHITE	19992	ASST PUBLIC DEFENDER 35H

FLETCHER	CHRISTOPHER	R	62	30	M	02	WHITE	19992	ASST PUBLIC DEFENDER	35H
HASKELL	RONALD	L	62	30	M	02	WHITE	19992	ASST PUBLIC DEFENDER	35H
HAWKINS	BRITT		62	30	F	02	WHITE	19992	ASST PUBLIC DEFENDER	35H
KLIMENT	CLAUDIA	D	62	30	F	02	WHITE	19992	ASST PUBLIC DEFENDER	35H
KULLENBERG	JUDITH	M	62	30	F	02	WHITE	19992	ASST PUBLIC DEFENDER	35H
LEDER	JACQUELINE	J	62	30	F	02	WHITE	19992	ASST PUBLIC DEFENDER	35H
LEWIS	TINA	M	62	30	F	02	BLACK	19992	ASST PUBLIC DEFENDER	35H
LLOYD	TIMOTHY	F	62	30	M	02	WHITE	19992	ASST PUBLIC DEFENDER	35H
LOREK	DONALD	E	62	30	M	02	WHITE	19992	ASST PUBLIC DEFENDER	35H
MCCULLOCH	THOMAS	O	62	30	M	02	WHITE	19992	ASST PUBLIC DEFENDER	35H
PARISI	JOHN	D	62	30	M	02	WHITE	19992	ASST PUBLIC DEFENDER	35H
PECCARELLI	BETH	E	62	30	F	02	WHITE	19992	ASST PUBLIC DEFENDER	35H
POLAK	KATHERINE	A	62	30	F	02	WHITE	19992	ASST PUBLIC DEFENDER	35H
SHARIFF	SADIQ		62	30	M	02	ASIAN/PACIFIC ISLANDER	19992	ASST PUBLIC DEFENDER	35H
SPERRY	MATTHEW	B	62	30	M	02	WHITE	19992	ASST PUBLIC DEFENDER	35H
SZATROWSKI	MIRIAM	H	62	30	F	02	WHITE	19992	ASST PUBLIC DEFENDER	35H
TATMAN	MICHAEL	S	62	30	M	02	WHITE	19992	ASST PUBLIC DEFENDER	35H
VASIREDDY	KIRAN	V	62	30	M	02	ASIAN/PACIFIC ISLANDER	19992	ASST PUBLIC DEFENDER	35H
WACHOWSKI	KIMBERLY	R	62	30	F	02	WHITE	19992	ASST PUBLIC DEFENDER	35H
WALLACE	CATHRYN	L	62	30	F	02	WHITE	19992	ASST PUBLIC DEFENDER	35H
WERDERICH	WALTER	G	62	30	M	02	WHITE	19992	ASST PUBLIC DEFENDER	35H
WILLETT	BRENDA		62	30	F	02	WHITE	19992	ASST PUBLIC DEFENDER	35H
YETTER	JULIA		62	30	F	02	WHITE	19992	ASST PUBLIC DEFENDER	35H
YOON	EUN	K	62	30	F	02	ASIAN/PACIFIC ISLANDER	19992	ASST PUBLIC DEFENDER	35H

PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL) – 2008 SHERIFF WORKFORCE

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		9 100%	0 0%	6 66.667%	1 11.111%	0 0%	0 0%	0 0%	2 22.222%	0 0%	0 0%	0 0%
Professionals		19 100%	1 5.263%	15 78.947%	0 0%	0 0%	0 0%	0 0%	3 15.789%	0 0%	0 0%	0 0%
Technicians		The Sheriff's Office does not have any employees in this job category										
Protective Services	Sworn	222 100%	11 4.955%	163 73.423%	12 5.405%	5 2.252%	0 0%	3 1.351%	26 11.711%	1 .45%	1 .45%	0 0%
	Non-Sworn	20 100%	2 10%	8 40%	1 5%	0 0%	0 0%	0 0%	6 30%	3 15%	0 0%	0 0%
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		34 100%	0 0%	3 8.824%	0 0%	0 0%	0 0%	1 2.941%	26 76.471%	4 11.765%	0 0%	0 0%
Skilled Craft		3 100%	0 0%	3 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Service/Maintenance		9 100%	1 11.111%	4 44.444%	2 22.222%	1 11.111%	0 0%	0 0%	0 0%	1 11.111%	0 0%	0 0%

08/08

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) - 2008 SHERIFF UTILIZATION ANALYSIS

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
OFFICIALS/EXECUTIVE											
Workforce #/%		66.667%	0%	11.111%	0%	0%	22.222%	0%	0%	0%	0%
CLS #/%		59.3%	1.8%	3.1%	.7%	0%	29.8%	1.4%	2.6%	.5%	0%
Utilization %		7.367%	-1.8%	8.011%	-.7%	0%	-7.578%	-1.4%	-2.6%	-.5%	0%
PROFESSIONALS											
Workforce #/%		78.947%	5.263%	0%	0%	0%	15.789%	0%	0%	0%	0%
CLS #/%		41.2%	1.4%	2.3%	1.6%	.1%	47.1%	1.9%	2.4%	1.4%	.1%
Utilization %		37.747%	3.863%	-2.3%	-1.6%	-.1%	-31.311%	-1.9%	-2.4%	-1.4%	-.1%
TECHNICIANS											
Workforce #/%		NOT APPLICABLE									
CLS #/%											
Utilization %											
PROTECTIVE SERVICES	SWORN										
	Workforce #/%	73.423%	4.955%	5.405%	2.252%	0%	11.711%	1.351%	.45%	.45%	0%
	CLS #/%	64%	8.1%	6.8%	.5%	0%	16.2%	1.9%	1%	.5%	0%
	Utilization %	9.423%	-3.145%	-1.395%	1.752%	0%	-4.489%	-.549%	-.55%	-.05%	0%
	NON-SWORN										
	Workforce #/%	40%	10%	5%	0%	0%	30%	0%	15%	0%	0%
		CLS #/%	30.9%	7.3%	0%	0%	49.1%	3.6%	7.3%	0%	0%
		Utilization %	9.1%	2.7%	5%	0%	-19.1%	-3.6%	7.7%	0%	0%
PARA-PROFESSIONAL		THIS CATEGORY NO LONGER EXISTS IN THE 2000 CENSUS DATA									
Workforce											
CLS #/%											
Utilization											
OFFICE/CLERICAL											
Workforce		8.824%	0%	0%	0%	0%	76.471%	2.941%	11.765%	0%	0%
CLS #/%		25.9%	1.4%	5%	.7%	.1%	52.8%	3.5%	8.9%	.7%	.1%
Utilization		-17.076%	-1.4%	-5%	-.7%	-.1%	23.671%	-.559%	2.865%	-.7%	-.1%
SKILLED CRAFT											
Workforce #/%		100%	0%	0%	0%	0%	0%	0%	0%	0%	0%
CLS #/%		68.5%	2.4%	17.9%	.7%	.3%	4.4%	.6%	3.8%	.4%	0%
Utilization %		31.5%	-2.4%	-17.9%	-.7%	-.3%	-4.4%	-.6%	-3.8%	-.4%	0%
SVCS/MAINTENANCE											
Workforce #/%		44.444%	11.111%	22.222%	11.111%	0%	0%	0%	11.111%	0%	0%
CLS #/%		28.4%	3.3%	27.9%	.9%	.1%	19.7%	2.9%	14.6%	.1%	.9%
Utilization %		16.044%	7.811%	-5.678%	10.211%	-.1%	-19.7%	-2.9%	-3.489%	-.1%	-.9%

* FOR POLICE DEPARTMENT GRANTEES ONLY: First fill out additional breakdown of sworn "officials," below.

Job Category	TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Sheriff/Undersheriff	2 100%	0 0%	1 50%	1 50%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Commander	2 100%	0 0%	2 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Lieutenants	7 100%	0 0%	7 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Sergeants, Detectives	29 100%	4 13.793%	23 79.31090%	1 3.448%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
TOTALS	40 100%	4 10%	33 82.5%	2 5%	0 0%	0 0%	0 0%	1 2.5%	0 0%	0 0%	0 0%

KEY

W – White
H – Hispanic

B – Black

AI/AN – American Indian or Alaskan Native

A/PI – Asian or Pacific Islander



Ethnic Detail for Sheriff

08/08

Last Name	First Name	M I	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title	
BOBER	RAYMOND	M	70	10	M	05	WHITE	20005	PROCESS SERVER	40H
GOMEZ	JOSE	C	70	10	M	05	HISPANIC	20005	PROCESS SERVER	40H
KRAUSE	JENNIFER	A	70	10	F	05	WHITE	20005	PROCESS SERVER	40H
RAY	ORLANDO	T	70	10	M	05	BLACK	20005	PROCESS SERVER	40H
ROGAWSKI	RONALD	P	70	10	M	05	WHITE	20005	PROCESS SERVER	40H
TYLER	WILLIE	J	70	10	M	05	BLACK	20005	PROCESS SERVER	40H
ALBA	ALDO	A	70	10	M	04	HISPANIC	20015	DEPUTY	40H
BALOUN	ROBERT	A	70	10	M	04	WHITE	20015	DEPUTY	40H
BARROWS	SHAWN	D	70	10	M	04	WHITE	20015	DEPUTY	40H
BIDDLE	ANDREW	T	70	10	M	04	WHITE	20015	DEPUTY	40H
BODIN	JEFFREY	M	70	10	M	04	WHITE	20015	DEPUTY	40H
BRAUER	DOUGLAS	P	70	10	M	04	WHITE	20015	DEPUTY	40H
BRUENING	STEVEN	L	70	10	M	04	WHITE	20015	DEPUTY	40H
CARROLL	DENNIS	T	70	10	M	04	WHITE	20015	DEPUTY	40H
CATICH	EDWARD	K	70	10	M	04	WHITE	20015	DEPUTY	40H
CAULFIELD	JAMES	P	70	10	M	04	WHITE	20015	DEPUTY	40H
COLLINS	STEVEN	W	70	10	M	04	WHITE	20015	DEPUTY	40H
DEMETER	BRIAN	W	70	10	M	04	WHITE	20015	DEPUTY	40H
DURHAM	THOMAS	A	70	10	M	04	WHITE	20015	DEPUTY	40H
EDWARDS	WALTER	F	70	10	M	04	BLACK	20015	DEPUTY	40H
FEIZA	AARON	J	70	10	M	04	WHITE	20015	DEPUTY	40H
FISHER	ERIC	S	70	10	M	04	WHITE	20015	DEPUTY	40H

FLANNERY	MICHAEL	C	70	10	M	04	WHITE	20015	DEPUTY	40H
FLOWERS	TIMOTHY	W	70	10	M	04	WHITE	20015	DEPUTY	40H
GARDNER	KEITH	A	70	10	M	04	WHITE	20015	DEPUTY	40H
GARTLAND	JAMIE		70	10	M	04	WHITE	20015	DEPUTY	40H
GAST	DAVE	D	70	10	M	04	WHITE	20015	DEPUTY	40H
GATSKE	WILLIAM	A	70	10	M	04	WHITE	20015	DEPUTY	40H
GONCHER	MATTHEW	J	70	10	M	04	WHITE	20015	DEPUTY	40H
HAIN	RONALD	C	70	10	M	04	WHITE	20015	DEPUTY	40H
HOFFMAN	TERENCE	L	70	10	M	04	WHITE	20015	DEPUTY	40H
HUMM	MATTHEW	A	70	10	M	04	WHITE	20015	DEPUTY	40H
JOHNSON	KENNETH	E	70	10	M	04	WHITE	20015	DEPUTY	40H
JONES	STEVEN	W	70	10	M	04	HISPANIC	20015	DEPUTY	40H
KAUS	KRYSTA	M	70	10	F	04	WHITE	20015	DEPUTY	40H
KLEVENO	KEVIN	W	70	10	M	04	WHITE	20015	DEPUTY	40H
KRAWCZYK	JERRY		70	10	M	04	WHITE	20015	DEPUTY	40H
LEWIS	BRIAN	T	70	10	M	04	WHITE	20015	DEPUTY	40H
LYNE	CHERYL	A	70	10	F	04	WHITE	20015	DEPUTY	40H
MANCILLA	JUAN	J	70	10	M	04	HISPANIC	20015	DEPUTY	40H
MARQUEZ	JUAN	A	70	10	M	04	HISPANIC	20015	DEPUTY	40H
MCKINNESS	BRANDON	S	70	10	M	04	WHITE	20015	DEPUTY	40H
MORAVEC	NATHAN	M	70	10	M	04	WHITE	20015	DEPUTY	40H
NOTHNAGEL	JAMES	R	70	10	M	04	WHITE	20015	DEPUTY	40H
O'HARA	DANIEL	T	70	10	M	04	WHITE	20015	DEPUTY	40H
POGORZELSKI	AMY	R	70	10	F	04	WHITE	20015	DEPUTY	40H
POGORZELSKI	EDWARD	A	70	10	M	04	WHITE	20015	DEPUTY	40H
PROSEK	MICHAEL	S	70	10	M	04	WHITE	20015	DEPUTY	40H
REITMEYER	STEVEN	E	70	10	M	04	WHITE	20015	DEPUTY	40H
ROBERTS	DAWN	M	70	10	F	04	WHITE	20015	DEPUTY	40H
RODRIQUEZ	SALVADOR		70	10	M	04	HISPANIC	20015	DEPUTY	40H
RUCHAJ	CHRISTOPHER	M	70	10	M	04	WHITE	20015	DEPUTY	40H
SAENZ PESINA	EVER		70	10	M	04	HISPANIC	20015	DEPUTY	40H

SALINAS	RAUL		70	10	M	04	HISPANIC	20015	DEPUTY	40H
SCHERTZ	DAVID	L	70	10	M	04	WHITE	20015	DEPUTY	40H
SCHURING	PHILLIP	P	70	10	M	04	WHITE	20015	DEPUTY	40H
SEIDELMAN	JAMES	A	70	10	M	04	WHITE	20015	DEPUTY	40H
SLOGGETT	DEAN		70	10	M	04	WHITE	20015	DEPUTY	40H
SMITH	ANDREW	K	70	10	M	04	BLACK	20015	DEPUTY	40H
THORGESEN	DAVID	A	70	10	M	04	WHITE	20015	DEPUTY	40H
TOWERS	STANLEY		70	10	M	04	WHITE	20015	DEPUTY	40H
VELAZQUEZ	JUAN	G	70	10	M	04	ASIAN/PACIFIC ISLANDER	20015	DEPUTY	40H
WALLACE	DENNY	L	70	10	M	04	WHITE	20015	DEPUTY	40H
WALLACE	KOREY	A	70	10	M	04	WHITE	20015	DEPUTY	40H
WALTON	GARY	I	70	10	M	04	WHITE	20015	DEPUTY	40H
WARREN	PAUL	K	70	10	M	04	WHITE	20015	DEPUTY	40H
WIDLARZ	MICHAEL	J	70	10	M	04	WHITE	20015	DEPUTY	40H
WILGOSIEWICZ	MICHAEL		70	10	M	04	WHITE	20015	DEPUTY	40H
WOLF	NICHOLAS	G	70	10	M	04	WHITE	20015	DEPUTY	40H
ZENTMYER	BRAD		70	10	M	04	WHITE	20015	DEPUTY	40H
ANDRESEN	ROBERT	S	70	10	M	04	WHITE	20020	SERGEANT	40H
BEATUS	MICHAEL	J	70	10	M	04	WHITE	20020	SERGEANT	40H
CAMPBELL	CRAIG	K	70	10	M	04	BLACK	20020	SERGEANT	40H
COLLINS	CHRISTOPHER	J	70	10	M	04	WHITE	20020	SERGEANT	40H
CYZEN	KENNETH	J	70	10	M	04	WHITE	20020	SERGEANT	40H
FRIEDRICH	THOMAS	A	70	10	M	04	WHITE	20020	SERGEANT	40H
GENTRY	BRANDEN	W	70	10	M	04	WHITE	20020	SERGEANT	40H
GRIMES	WILLIAM	J	70	10	M	04	WHITE	20020	SERGEANT	40H
MAYES	WILLIE	M	70	10	M	04	BLACK	20020	SERGEANT	40H
MCCARTY	BRIAN	J	70	10	M	04	WHITE	20020	SERGEANT	40H
PEELER	CHRISTOPHER	T	70	10	M	04	WHITE	20020	SERGEANT	40H
ROSEBUSH	THOMAS	F	70	10	M	04	WHITE	20020	SERGEANT	40H
TINDALL	KEVIN	W	70	10	M	04	WHITE	20020	SERGEANT	40H
WOLF	DAVID	R	70	10	M	04	WHITE	20020	SERGEANT	40H

YAHNKE	STEVEN	M	70	10	M	04	WHITE	20020	SERGEANT	40H
BUMGARNER	THOMAS	L	70	10	M	02	WHITE	20025	LIEUTENANT	40H
GENGLER	PATRICK	J	70	10	M	02	WHITE	20025	LIEUTENANT	40H
GROMMES	RONALD		70	10	M	02	WHITE	20025	LIEUTENANT	40H
KRAMER	DONALD	E	70	10	M	02	WHITE	20025	LIEUTENANT	40H
RANDALL	DWIGHT	C	70	10	M	02	WHITE	20025	LIEUTENANT	40H
ROMITO	ALBERT	D	70	10	M	01	WHITE	20025	LIEUTENANT	40H
STUTZ	KEVIN	L	70	10	M	02	WHITE	20025	LIEUTENANT	40H
SWANSON	ALAN	J	70	10	M	02	WHITE	20025	LIEUTENANT	40H
WAGNER	DAVID	E	70	10	M	02	WHITE	20025	LIEUTENANT	40H
WILLIAMS	KEVIN	E	70	10	M	02	WHITE	20025	LIEUTENANT	40H
MARSZALEK	JOHN	F	70	10	M	01	WHITE	20030	ADMIN BUREAU COMM	40H
ZIMAN	STEPHEN	M	70	10	M	01	WHITE	20035	UNDERSHERIFF	40H
BJORNSON	CAROLINE	R	70	10	F	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
BLACKSMITH	EMILY	A	70	10	F	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
BRUESKE	KATHY	B	70	10	F	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
COLE	COLLEEN	M	70	10	F	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
DZAFERI	LULE		70	10	F	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
ELLINGER	SYLVIA	L	70	10	F	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
EMMONS	JUDITH	L	70	10	F	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
FRANZEN	NICOLE	A	70	10	F	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
FRIEDRICH	JANET	L	70	10	F	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
HAMBLIN	DENISE	E	70	10	F	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
HIBSHMAN	ARTINA	J	70	10	F	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
JOINER	MIKKI	L	70	10	F	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
KRUSE	NATALIE	A	70	10	F	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
LOPEZ	ASHLEIGH	N	70	10	F	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
NELSON	DARLENE	M	70	10	F	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
THOMPSON	CRYSTAL	M	70	10	F	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
POE	MARTHA	L	70	10	F	06	WHITE	21123	BUDGET ADMINISTRATOR	40H
BUMBAR	JEFF		70	10	M	07	WHITE	23042	MECHANIC I	40H

HARRISON	GARY	W	70	10	M	07	WHITE	23042	MECHANIC I	40H
SIVAK	GARY	J	70	10	M	07	WHITE	23043	MECHANIC SUPERVISOR	40H
BARSANTI	DAWN	G	70	10	F	02	WHITE	29001	EXEC ASSISTANT	40H
BURGERT	CINDA	A	70	10	F	02	WHITE	29001	EXEC ASSISTANT	40H
PEREZ	PATRICK	B	70	10	M	01	HISPANIC	29987	ELECTED OFFICIAL	40H
BARROWS	MELISSA	J	70	15	F	05	WHITE	24052	TELECOMMUNICATOR II	40H
BAUMANN	ANDREW	J	70	15	M	05	WHITE	24052	TELECOMMUNICATOR II	40H
BRIGGS	COREY	A	70	15	M	05	WHITE	24052	TELECOMMUNICATOR II	40H
BROCK	TAMIKA	J	70	15	F	06	BLACK	24052	TELECOMMUNICATOR II	40H
CONSTANTINE	KARLA	A	70	15	F	05	WHITE	24052	TELECOMMUNICATOR II	40H
DIAZ	NEREIDA		70	15	F	05	HISPANIC	24052	TELECOMMUNICATOR II	40H
GONZALEZ	TERESA		70	15	F	05	HISPANIC	24052	TELECOMMUNICATOR II	40H
HOLDEN	JAMES	L	70	15	M	05	WHITE	24052	TELECOMMUNICATOR II	40H
HOLT	ADAM	R	70	15	M	05	WHITE	24052	TELECOMMUNICATOR II	40H
KLEIN	JUDY	K	70	15	F	05	WHITE	24052	TELECOMMUNICATOR II	40H
LINDER	WILLIAM	M	70	15	M	05	WHITE	24052	TELECOMMUNICATOR II	40H
MCCABE	LINDSAY	R	70	15	F	05	WHITE	24052	TELECOMMUNICATOR II	40H
PEPPER	MICHELLE	K	70	15	F	06	WHITE	24052	TELECOMMUNICATOR II	40H
RIOS	THERESA	M	70	15	F	05	WHITE	24052	TELECOMMUNICATOR II	40H
SCHROEDER	MICHELLE	A	70	15	F	05	HISPANIC	24052	TELECOMMUNICATOR II	40H
WRIGHT	DAVID	W	70	15	M	05	WHITE	24052	TELECOMMUNICATOR II	40H
FAHNESTOCK	SUZANNE	A	70	15	F	06	WHITE	29001	EXEC ASSISTANT	40H
BAUSTIAN	JENNIFER	N	70	15	F	01	WHITE	29991	DIRECTOR/ADMINISTRATOR	40H
BARRERA	SUSAN		70	20	F	06	HISPANIC	14011	ADMIN OFFICER I	35H
AGUIRRE	LUIS	X	70	20	M	04	HISPANIC	20010	CORRECTIONS OFFICER	40H
AZEMI	MERGIM		70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
BARNAT	ROBERT	B	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
BECK	DARREN	J	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
BOMMELMAN	CHRISTIAN	W	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
BREDLAU	JOHN	P	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
BRIGUGLIO	LENORE	P	70	20	F	04	WHITE	20010	CORRECTIONS OFFICER	40H

CAJIC	LEONARD		70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40
CAMPBELL	RICHARD	J	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
CAWVEY	SHERDELL	G	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
CLARK	JOSEPH	R	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
CROSS	TANIKA	M	70	20	F	04	BLACK	20010	CORRECTIONS OFFICER	40H
DAVIS	NICHOLAS	P	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
DELGADO	DARREN	G	70	20	M	04	HISPANIC	20010	CORRECTIONS OFFICER	40H
DESHARNAIS	MARCUS	H	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
DIRECTO	JOEL	G	70	20	M	04	ASIAN/PACIFIC ISLANDER	20010	CORRECTIONS OFFICER	40H
EBY	THOMAS	L	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
EISENMAN	FRANCISCO	S	70	20	M	04	ASIAN/PACIFIC ISLANDER	20010	CORRECTIONS OFFICER	40H
FILIPOS	GERTRUDE	C	70	20	F	04	WHITE	20010	CORRECTIONS OFFICER	40H
GATS	MARK	G	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
GILLUM	DEVON	S	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
GULANCZYK	GREG		70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
HANSON	DONALD	D	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
HARDEKOPF	ADAM	T	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
HAYES	PHILIP	L	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
HEINZ	BRET	M	70	20	M	06	WHITE	20010	CORRECTIONS OFFICER	40H
HELLER	KATIE	A	70	20	F	04	WHITE	20010	CORRECTIONS OFFICER	40H
HENDRIKSEN	NICHOLAS		70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
HEWITT	CHRISTOPHER	R	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
HILLIARD	RONALD	T	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
HOFFMAN	JOHN	P	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
HOLLOWAY	DANIEL	D	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
HUGHES	KELLY	M	70	20	F	04	WHITE	20010	CORRECTIONS OFFICER	40H
HUGHES	RANDY	A	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
JACKSON	KEVIN	D	70	20	M	04	BLACK	20010	CORRECTIONS OFFICER	40H
JOHNSON	ALAN	R	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
JOHNSON	JOHNNY	L	70	20	M	04	BLACK	20010	CORRECTIONS OFFICER	40H

JOHNSON	JOHN	H	70	20	M	04	BLACK	20010	CORRECTIONS OFFICER	40H
KELLEY	MICHELLE	F	70	20	F	04	WHITE	20010	CORRECTIONS OFFICER	40H
KHOLLMAN	CORY	S	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
KMIECIAK	BRETT	M	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
LAMBERT	SUSAN	A	70	20	F	04	WHITE	20010	CORRECTIONS OFFICER	40H
LANG	DONALD	J	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
LARRY	BRADLEY	J	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
LAVIGNE	JASON	R	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
LAWRENCE	STEPHEN	C	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
LOOMIS	SHAWN	M	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
LUNDIN	MARY	F	70	20	F	04	WHITE	20010	CORRECTIONS OFFICER	40H
LUNGREN	KEVIN	M	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
MANN	BRYAN	W	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
MARCRUM	LARRY	S	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
MARCRUM	GREGORY	A	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
MCCLANAHAN	NICOLE	G	70	20	F	04	WHITE	20010	CORRECTIONS OFFICER	40H
MCDONOUGH	ROBERT	M	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
MCGILL	RYNE	E	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
MCKANNA	SCOTT	A	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
MCKINESS	RANDIE	S	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
MEZA	ROSENDO		70	20	M	04	HISPANIC	20010	CORRECTIONS OFFICER	40H
MILLER	BLYTHE	A	70	20	F	04	WHITE	20010	CORRECTIONS OFFICER	40H
MILLER	PHILIP	W	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
MONTAVON	STEVEN	D	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
MORRISON	GARRY	J	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
NALLY	JAMES	P	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
NELSON	MARK	A	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
O'CONNOR	HUGH	G	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
O'HARA	SARAH	J	70	20	F	04	WHITE	20010	CORRECTIONS OFFICER	40H
OLALDE	MANUEL	E	70	20	M	04	HISPANIC	20010	CORRECTIONS OFFICER	40H
OSMANI	PERPARIM		70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H

PAVONE	MARISA	A	70	20	F	04	WHITE	20010	CORRECTIONS OFFICER	40H
POSTLEWAITE	DOUG		70	20	M	04	BLACK	20010	CORRECTIONS OFFICER	40H
RIEDL	GEORGE		70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
ROBINSON	EVERETT	D	70	20	M	04	BLACK	20010	CORRECTIONS OFFICER	40H
RODRIGUEZ	YOLANDA	A	70	20	F	04	ASIAN/PACIFIC ISLANDER	20010	CORRECTIONS OFFICER	40H
RYDER	JOSHUA	A	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
SALISBURY	RYAN	L	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
SCHMIDT	JENNIFER	S	70	20	F	04	WHITE	20010	CORRECTIONS OFFICER	40H
SCHNITZLER	THOMAS	J	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
SEEGO JR.	CARMINE	A	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
SHAFF	STEVEN	J	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
SKOCZ	JOHN	R	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
SMITH	DONALD	D	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
SMITH	JUSTIN	W	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
STROSSNER	DEL	D	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
SVOBODA	TRACY	L	70	20	F	04	WHITE	20010	CORRECTIONS OFFICER	40H
SWAINE	MARY	A	70	20	F	04	HISPANIC	20010	CORRECTIONS OFFICER	40H
SWICK	JAMES	A	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
TANT	DOMI	L	70	20	F	04	WHITE	20010	CORRECTIONS OFFICER	40H
THOMAS	PRUE	C	70	20	M	04	BLACK	20010	CORRECTIONS OFFICER	40H
TIMMERMAN	PAUL	S	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
TOUSIGNANT	MARK	A	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
TROTTIER	THOMAS	J	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
TRYBULA	VICTORIA	J	70	20	F	04	WHITE	20010	CORRECTIONS OFFICER	40H
TRYGAR	MATTHEW	J	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
VAN OVERMEIREN	MARILYN	J	70	20	F	04	WHITE	20010	CORRECTIONS OFFICER	40H
WATSON	JACOB	S	70	20	M	04	WHITE	20010	CORRECTIONS OFFICER	40H
WILLIAMS	PAMELA	M	70	20	F	04	BLACK	20010	CORRECTIONS OFFICER	40H
WILLIAMS	DURRELL	E	70	20	M	04	BLACK	20010	CORRECTIONS OFFICER	40H
ZILLGES	LAURA	A	70	20	F	04	WHITE	20010	CORRECTIONS OFFICER	40H
BROY	JOHN	T	70	20	M	04	WHITE	20020	SERGEANT	40H

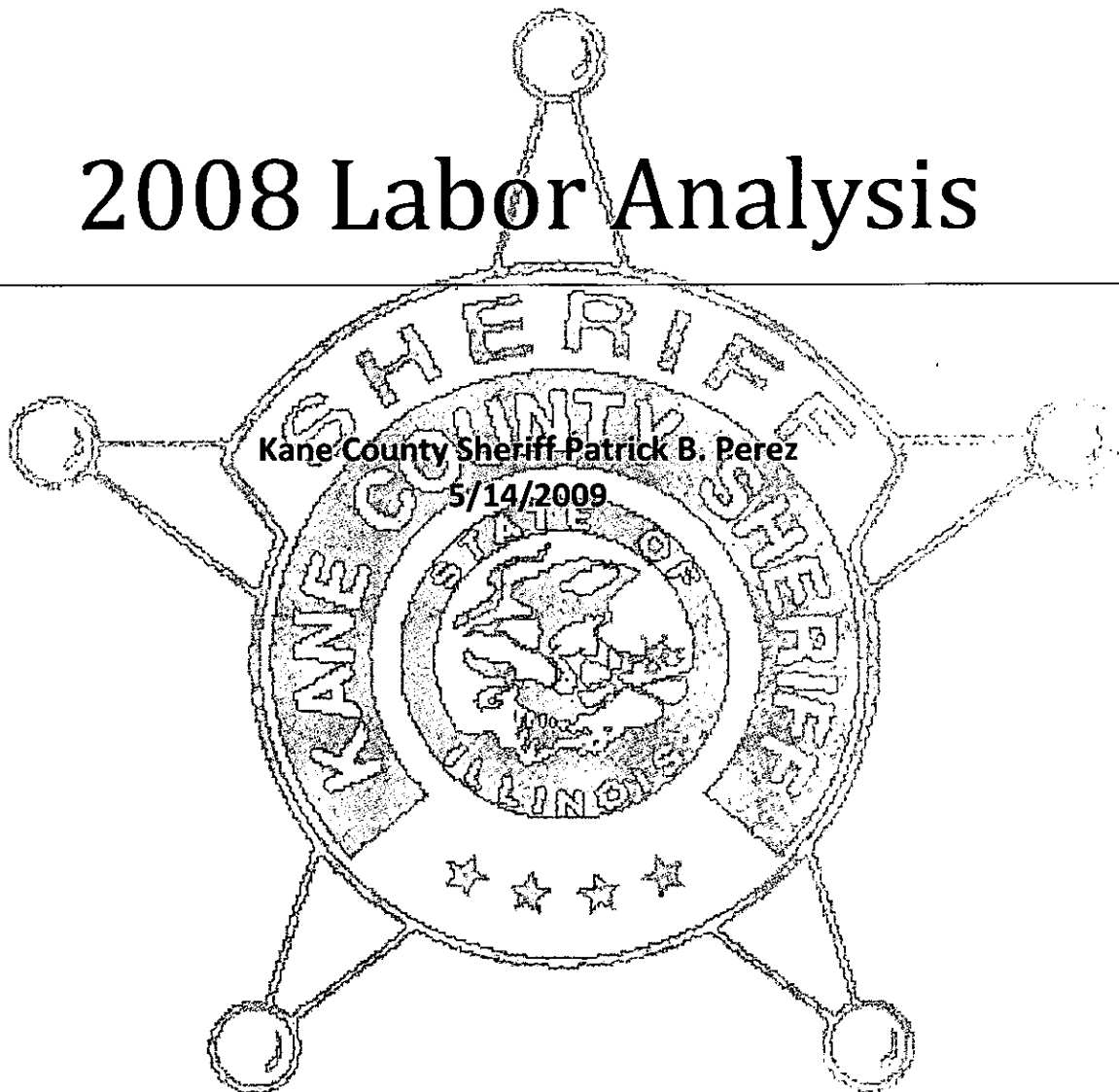
CONKLIN	CHARLIE	K	70	20	M	04	ASIAN/PACIFIC ISLANDER	20020	SERGEANT	40H
DES JARDINE	MICHAEL	A	70	20	M	04	WHITE	20020	SERGEANT	40H
DUCAY	CHRIS	V	70	20	M	04	ASIAN/PACIFIC ISLANDER	20020	SERGEANT	40H
DUNAWAY	PAUL	D	70	20	M	04	WHITE	20020	SERGEANT	40H
FLOWERS	SCOTT	A	70	20	M	04	WHITE	20020	SERGEANT	40H
GORDON	WAYNE	D	70	20	M	04	WHITE	20020	SERGEANT	40H
HICKEY	JOHN	V	70	20	M	04	WHITE	20020	SERGEANT	40H
HUNGER	COREY	J	70	20	M	04	WHITE	20020	SERGEANT	40H
HUSTON	MICHAEL	E	70	20	M	04	WHITE	20020	SERGEANT	40H
NORRIS	RUSSEL	H	70	20	M	04	WHITE	20020	SERGEANT	40H
PLEITT	RICHARD	M	70	20	M	04	WHITE	20020	SERGEANT	40H
REGNIER	KARL	R	70	20	M	04	WHITE	20020	SERGEANT	40H
CARTER	WAYNE	A	70	20	M	02	WHITE	20025	LIEUTENANT	40H
FLOWERS	GREGORY	M	70	20	M	02	WHITE	20025	LIEUTENANT	40H
HOLSTE	DEAN	P	70	20	M	02	WHITE	20025	LIEUTENANT	40H
KEATY	PATRICK	M	70	20	M	02	WHITE	20025	LIEUTENANT	40H
LEWIS	JAMES	C	70	20	M	02	WHITE	20025	LIEUTENANT	40H
SWANSON	DANIEL	P	70	20	M	02	WHITE	20025	LIEUTENANT	40H
WOODRUFF	LYNNE	M	70	20	F	02	WHITE	20025	LIEUTENANT	40H
ATKINSON	GENEVA		70	20	F	06	HISPANIC	21014	INFORMATION PROCESSOR IV	40H
DOMINGUEZ	ALICIA		70	20	F	06	HISPANIC	21014	INFORMATION PROCESSOR IV	40H
JONES	NINA		70	20	F	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
KOMES	DIANE	K	70	20	F	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
RUBIO	SONIA		70	20	F	06	HISPANIC	21014	INFORMATION PROCESSOR IV	40H
SALISBURY	JOSHUA	A	70	20	M	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
STEBERL	KATHLEEN	A	70	20	F	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
TEACHMAN	AMANDA	B	70	20	F	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
WHIPPLE	CHRISSY	L	70	20	F	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
WOODS	WILLIAM	R	70	20	M	06	WHITE	21014	INFORMATION PROCESSOR IV	40H
COWHERD	WILLIAM	T	70	20	M	08	BLACK	23021	JANITOR I	40H

DOUGLAS	DEVONDA	R	70	20	F	08	HISPANIC	23021	JANITOR I	40H
VILLANUEVA	ANDY	G	70	20	M	08	ASIAN/PACIFIC ISLANDER	23021	JANITOR I	40H
BERRIOS	CARLOS	A	70	20	M	08	HISPANIC	23023	MAINTENANCE WORKER I	40H
MARION	RICHARD	R	70	20	M	08	WHITE	23023	MAINTENANCE WORKER I	40H
POMPA	ROSS	S	70	20	M	08	HISPANIC	23023	MAINTENANCE WORKER I	40H
SUMMERS	MICHAEL	E	70	20	M	08	WHITE	23023	MAINTENANCE WORKER I	40H
WOOTTON	BILLY	G	70	20	M	08	WHITE	23023	MAINTENANCE WORKER I	40H
MEYER	ROGER	D	70	20	M	01	WHITE	25051	EXEC I	40H
BREDLAU	MARY	H	70	20	F	02	WHITE	29001	EXEC ASSISTANT	40H
DILLER JR	GLENN	G	70	20	M	08	WHITE	29100	SUPERVISOR	40H
O'CONNELL	TOM	L	70	30	M	04	WHITE	20020	SERGEANT	40H
UNDESSER	DANIEL	K	70	30	M	04	WHITE	20020	SERGEANT	40H
FALKNER	WALLACE	D	70	30	M	02	BLACK	20025	LIEUTENANT	40H
AGUIRRE	FRANCISCO	J	70	30	M	04	HISPANIC	29982	COURT SECURITY DEPUTY	40H
ANZELONE	JOSEPH		70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H
BUCHNER	GLENN	T	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H
CALHOUN	CHAD	P	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H
DE CHRISTOPHER	DANIEL	P	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H
DEGAND	JOSEPH	N	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H
DEUCHLER	SUSAN	J	70	30	F	04	WHITE	29982	COURT SECURITY DEPUTY	40H
DUDA	KIMBERLY	A	70	30	F	04	WHITE	29982	COURT SECURITY DEPUTY	40H
FISHER	LINDA	A	70	30	F	04	WHITE	29982	COURT SECURITY DEPUTY	40H
FRANKS	RICHARD	A	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H
GABRIELSON	MATTHEW	J	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H
GUSTAFSON	ROY	W	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H
HAYES	PAUL	V	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H
HOFFMANN	HOLLY	A	70	30	F	04	WHITE	29982	COURT SECURITY DEPUTY	40H
HOLDIMAN	LORI ANN		70	30	F	04	WHITE	29982	COURT SECURITY DEPUTY	40H
KMIEC	GARY	A	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H
KRIEN	HERBERT	A	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H
KOSTER	MICHAEL	A	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H

LANDBERG	KEITH	D	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40.
LANG	EDWARD	F	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H
MADIGAN	SANDRA	A	70	30	F	04	WHITE	29982	COURT SECURITY DEPUTY	40H
MAKSINSKI	JOHN	B	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H
MARTIN	GEORGE	M	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H
MEETERS	STEVEN	D	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H
MONTALBANO	THOMAS	P	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H
NELMS	SHIRLEY	A	70	30	F	04	BLACK	29982	COURT SECURITY DEPUTY	40H
OESTERREICHER	CLAUDE	L	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H
PILIPUF	RONALD	J	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H
POE	CHARLES	M	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H
STUCKERT	MICHAEL	J	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H
VAN VLERAH	ROGER	A	70	30	M	04	WHITE	29982	COURT SECURITY DEPUTY	40H
FLETCHER	LLOYD		70	30	M	01	WHITE	29991	DIRECTOR/ADMINISTRATOR	40H
BRIGGS	LARRY	A	10	15	M	01	WHITE	19100	SUPERVISOR	35H
SODERDAHL	LINDSAY	M	10	15	F	01	WHITE		INFORMATION PROCESSOR	35H
SLEEZER	KATHLEEN	M	10	20	F	06	WHITE	11022	CLERK STENOGRAPHER II	35H

M:EEO2008\EEO 070107 063008 MRA

2008 Labor Analysis



The Kane County Sheriff's Department is made up of eight (8) job group categories for the purposes of the 2008 EEO Utilization Analysis. These eight separate categories make up both the sworn and non sworn-protective services employees along with the departments civilian work force. This analysis represents the department still having 911 Dispatch and its own maintenance employees. In FY09 these groups of employees have been turned over the County of Kane and will not be counted in the next analysis. This move of employees will affect future utilization analysis.

An overview of the department's job analysis indicates that the agency, as a whole, is heavily represented by white males. The sworn protective services work group appears to be the most balanced across the board with no one of the groups being underrepresented by more than 5%.

The office clerical job group is dominated by female employees. As a group the females are balanced by race. The most underrepresented group of females is Asian at .7%. Males are underrepresented in this group by 17%. This is expected in that the clerical assignments have been typically filed by female employees.

In the professional job group females are underrepresented by more the 30% for whites, 1.9% for black and 2.4% for Hispanic. White males dominate this job category by an overrepresentation of 37.74%. Hispanic males are underrepresented in this group by 2.3%.

The skilled craft and SVCS/maintenance are heavily male dominated groups. Each of these job groups contains an underrepresentation of females for every race.

Based on the review the department is becoming more balanced in its makeup of sworn protective services positions which will allow the agency to more closely mirror the community we serve. The department does appear to be deficient in the representation of females; especially in the professional and executive job categories. This may be due in part to the changing dynamic of law enforcement. In the past law enforcement agencies have been heavily male dominated. As females have begun to work themselves into this profession it would be expected that their representation in these two groups will increase; however this changing dynamic will take some time as females work their way through the ranks.

The Sheriff's Department is underrepresented by minorities across the board. In the past the Sheriff's Department has relied on word of mouth and newspaper advertising to recruit prospective employees. The department has now begun a more targeted recruiting and advertising effort in an attempt to attract qualified candidates. The department has been especially sensitive to the need to become more diversified in its makeup and has encouraged minority and female employees to become involved with the recruiting campaign.

The following pages contain the requested information on breakdown of discipline; transfer, promotion and the procedures used in selecting candidates for hire. It is important to understand the two hiring dynamics the sheriff must adhere to. For civilian positions the sheriff follows a more traditional process of interviewing and selecting candidates for hire. When it comes to sworn peace officers and corrections officers the Sheriff must follow the Sheriff's Merit Commission Act (55ILCS5/3-8000). This act requires the Sheriff's Merit Commission to conduct pre employment testing in order to establish an eligibility list the Sheriff must hire for.

RECRUITING SUMMARY

In January of 2007 Sheriff Perez began a recruiting initiative for the Kane County Sheriff's Department as part of that initiative members of the sheriff's department began attending regular job/career fairs. The following is a list of job fairs attend by members of the department in 2008

- Western Illinois University
- Illinois State University
- Northern Illinois University
- University of Illinois
- Aurora University
- College of DuPage
- Waubensee Community college
- Elgin Community College
- Triton College
- The Chicago School Career Expo
- VFW of DeKalb

Advertising of openings for deputy and corrections officer positions are handled through the Sheriff's Merit Commission in cooperation with the Sheriffs' Department. The two entities have partnered in a collaborative effort to help recruit the highest quality candidates for openings at the Sheriff's Department. The following list is a sample of where openings or test dates are advertised:

- Kane County Chronicle
- Courier News
- Beacon News
- Theblueline.com
- Corrections.com
- Militaryhire.com
- Illinois Department of Employment services
- Job openings are also posted through the County of Kane Human resources department
- Recruitment is available through the Sheriffs' Department web site as well
- During 2008 open house for the opening of the new corrections facility recruiters were available as people toured the facility
- Recruitment is also available at the Nations Night Out events attended or hosted by the Sheriff's Department

The Sheriffs' Department utilized the unique opportunity to advertise our agency during public tours of our new facility. The public was allowed to actually tour the jail and sheriff's department and once completed a recruiter was available to answer questions and advertise upcoming testing dates. Sheriff Perez has taken the stance that every contact with the public is an opportunity to touch prospective employees. As the department began using its own web site as a tool to extend services into the community we have given recruiting its own place on the site. In that area we advertise our three main jobs (Peace Officer, Corrections Officer and 911 Operator). Prospective employees are able to contact a recruiter directly via embedded e-mail links on the site.

Pre-employment and Promotional Testing Procedure

The Kane County Sheriff's Department has both civilian and merit commission employees. The hiring of merit commission employees is governed by the Sheriff Merit Commission rules. Civilian employees are not covered by the merit commission rules; however pre employment background investigations are conducted on these candidates according to Sheriff's Department Operational Procedure OP-02-06 Pre-employment Background Investigation. This policy is attached to the document as an addendum.

The Kane County Sheriff's Merit Commission is responsible for establishing an eligibility list for the positions of peace officer deputy and corrections deputy. For both these positions the merit commission conducts a series of pre-employment tests to include:

- Orientation
- Written exam
- Physical agility test
- Oral interview

The following information has been provided directly from the Kane County Merit Commission

Both hiring testing and promotional testing are done for the Commission by Resource Management Associates, 17037 Oak Park Ave., Suite 33, Tinley Park, Illinois 60477-2794. They have conducted this testing for the Commission for at least the last fifteen (15) years.

The exams are scored at the exam sight, in the night of the exam by a representative of Resource Management.

The promotional testing is broken down in the following way

- Written score 70%
- Oral Interview 20%
- Seniority 10%

The above scores are added together and then divided by three (3). A composite of 70% must be attained to be placed on the promotional list. Once the promotional list is established, it is sent to the Sheriff and a copy placed in the Merit Commission Office. Each person who is on the promotional list receives a letter from the Commission with their final score.

This is all in the Commission Rules & Regulations, and each member of the Sheriff's Department who are covered by the Merit Commission are given a copy when they are hired.

Whenever there is a change to the Commission Rules & Regulations, a copy is sent to each member of the Sheriff's Department along with a form they are required to sign and return to the Merit Commission acknowledging they have received the new rule or regulation. The form is then placed in the deputy or correction officer personnel file in the Merit Commission Office.

Resource Management does the written exam for the hiring of both the Corrections Officers and Deputies. Exams are scored at the exam site by representative of Resource Management and a written score of 70% is required for deputy and corrections officer. This is stated in the rules and regulations.

If the applicant passes the written test, they move onto the physical ability exam. The exam is conducted at Waubensee Community College by Athletic Director David Randall. He uses the State of Illinois P.O.W.E.R. test. Those testing for deputy are required by the State of Illinois to attain the minimum on all four parts of the P.O.W.E.R. Test and are given a numerical score. Failure to attain the minimum standard results in the deputy applicant being dropped. Corrections officer applicants must attain a minimum score of 70% to pass.

For Corrections officer, they receive 17.5 points for reaching the minimum standard on each part of the P.O.W.E.R. test. If they do less than the minimum, they receive less points; if they do more than the minimum, they receive more points. After they finish the four parts of the test, their score is added up and must total at least 70 points to continue in the process. (Currently the Commission is in the process of making the P.O.W.E.R. test for both deputy and correction office strictly pass/fail and no longer assigning a numerical score.)

If the applicant passes the physical ability test, they are then scheduled for an oral interview before the Commission. They receive a numerical score for this phase also.

The written score, physical ability score, and oral interview score is then added together and divided by three (3) resulting in the applicant's final score. The eligibility list is sent to the Sheriff and also posted in the Merit Commission Office. Each applicant also receives a letter telling them their final score. Because Merit Commission rules state the Sheriff may choose anyone on the eligibility list the applicants are listed in alphabetical order.

Currently the Merit Commission does not do a breakdown of applicants by race, sex or national origin.

Upon completion of the testing procedure the commission creates and initial eligibility list. Once they certify the list the certified list is sent to the Sheriff. It is the Sheriff's discretion to select any candidates from the list to proceed in the hiring process.

Once a candidate is chosen from the eligibility list the hiring process outlined in the Sheriff's Department Operational Procedure, OP-02-06 Pre-employment Background Investigation, is followed. Candidates given a conditional offer of employment are subjected to the following:

- Polygraph exam
 - This is a pass or fail exam administered by a licensed polygraph examiner. A failure on this exam alone is not grounds for removal of consideration from the hiring process; however if deception is indicated background investigators will use that information to focus their investigation.
- Psychological exam is a pass fail test and includes the following parts:
 - Wonderlick Personnel Test
 - Minnesota Multiphasic Personality Inventory-2
 - Substance Abuse Subtle Screening Inventory-3
 - Inwald Personality Inventory

- Clinical Interview conducted by a mental health clinician under the direction of a Clinical Psychologist
- Symptom Checklist 90-R
- In-depth background investigation results are reviewed to determine the candidate suitability for hire. Any detection of untruthfulness will automatically disqualify a candidate. Candidates are also disqualified if they have felony convictions or misdemeanor conviction of crimes such as domestic battery or theft.
- Medical exam to determine if the person can meet the essential functions of the job description
- 10 panel Drug screen this is pass fail
- Final interview with Sheriff

In the 911 Center uses a separate testing procedure for pre employment testing. The 911 center has contracted through a third party provider, Ergometrics to conduct their testing. Below is information copied directly from the company's web site relating to the test and validity relating to job performance.

ECOMM is a revolutionary testing system designed for emergency communications. **ECOMM** has three modules: the CallTaker Video Test, the CallTaker Notes Test and the Dispatcher Test. All three modules are highly job-related and easy to give to groups or individuals. **ECOMM** simulates key aspects of call taking and dispatching for unprecedented accuracy in hiring. **ECOMM** requires quick and accurate assessment of difficult and evolving situations.

ECOMM was developed to minimize impact on protected groups by focusing on the full range of critical skills, including teamwork and human interaction skills, rather than only on narrowly defined academic abilities. Job analysis data supplies strong evidence that good judgment and human interaction skills contribute significantly to an effective and safe operational environment.

Ergometrics is extremely knowledgeable and experienced in the development of fair and objective screening procedures. Emphasis on video and other techniques for developing simulations is Ergometrics' cornerstone in the process of creating fair, job related tests. Following are key aspects in our approach to provide systems with the maximum predictive power and fairness:

- Extensive job analysis
- Identifying and measuring the full range of critical skills and behaviors
- Development of test materials that require no prior training or experience
- Extensive subject matter expert input and review
- Detailed item analyses
- Professional validation studies

Ergometrics' video tests consistently have lower adverse impact than written tests. They are not dependent on reading ability or prior experience. Because the scenarios are actual job simulations, video tests are the fairest way to assess applicants from diverse backgrounds. Simulations also provide the best measurement of judgment and human interaction skills, which are often critical to job performance and typically have less adverse impact than dimensions generally tested by traditional format tests.

Ergometrics' Validation

Content validation is demonstrated by job analysis and the relationship between test content and job demands. Simulation design, depicting common stressors and problems encountered on the job, provides

the most obvious evidence of content validity. During test development, detailed job analyses are developed and data collected from incumbents to further document the strong link between our simulation tests and the actual job.

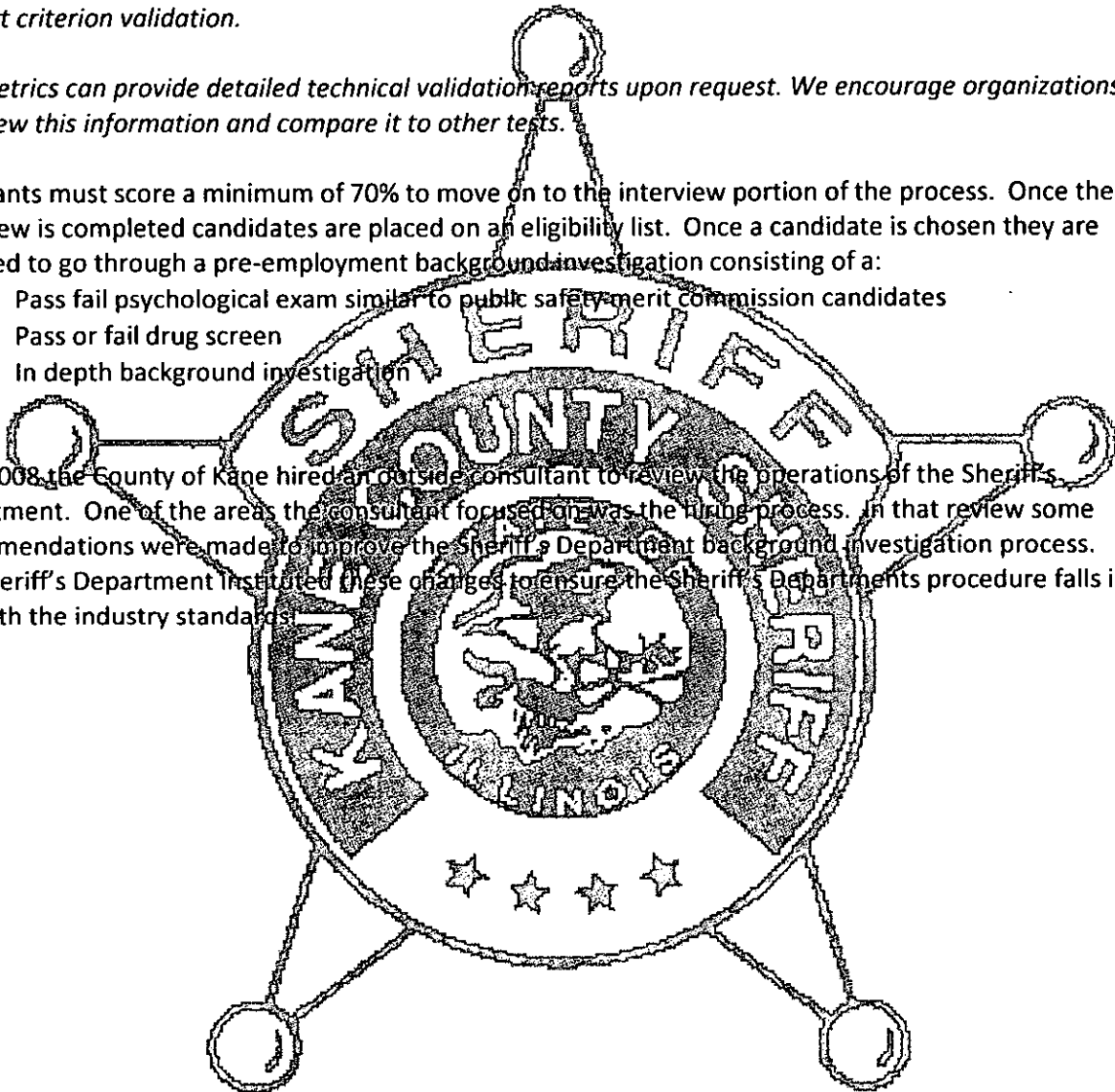
Ergometrics' criterion validation consists of comparing the linkage between test scores and job performance. A direct statistical relationship between higher test scores and higher job performance provides strong evidence for test validity. Ergometrics' simulations consistently show strong correlations with job performance. Other criteria such as turnover, absenteeism and training scores are used to support criterion validation.

Ergometrics can provide detailed technical validation reports upon request. We encourage organizations to review this information and compare it to other tests.

Applicants must score a minimum of 70% to move on to the interview portion of the process. Once the interview is completed candidates are placed on an eligibility list. Once a candidate is chosen they are required to go through a pre-employment background investigation consisting of a:

- Pass fail psychological exam similar to public safety merit commission candidates
- Pass or fail drug screen
- In depth background investigation

In 2008 the County of Kane hired an outside consultant to review the operations of the Sheriff's Department. One of the areas the consultant focused on was the hiring process. In that review some recommendations were made to improve the Sheriff's Department background investigation process. The Sheriff's Department instituted these changes to ensure the Sheriff's Department's procedure falls in line with the industry standards.



PROMOTIONS

Regarding the number of employees who made application for promotion in FY 08 the Sheriff's Department does not keep on file the name, race, sex or national origin of those who are making application for promotion. The Sheriff's Merit Commission administers the promotional testing procedure and they have informed the Sheriff's Department that they do not have the information regarding those making application for promotion in FY 08. They have provided the final eligibility lists for promotion. The following table reflects the information regarding actual promotions in each category.

		MALE					FEMALE				
Promotions	total	b	w	h	A/PI	AI/A N	B	W	H	A/PI	AI/A N
Officials/Administrators	0										
Professionals	0										
Protective Services/ Sworn	5		4	1	1						
Protective Services/ Non Sworn	0										
Office/Clerical	1		1								
Skilled Craft	0										
Service/Maintenance	0										
Total	6		5	1	1						

		MALE					FEMALE				
Promotional candidates	total	b	w	h	A/PI	AI/A N	B	W	H	A/PI	AI/A N
Officials/Administrators	0										
Professionals	0										
Protective Services/ Sworn	41	3	29	3	2			4			
Protective Services/ Non Sworn	0										
Office/Clerical	0										
Skilled Craft	0										
Service/Maintenance	0										
Total	41	3	29	3	2			4			

TRANSFERS

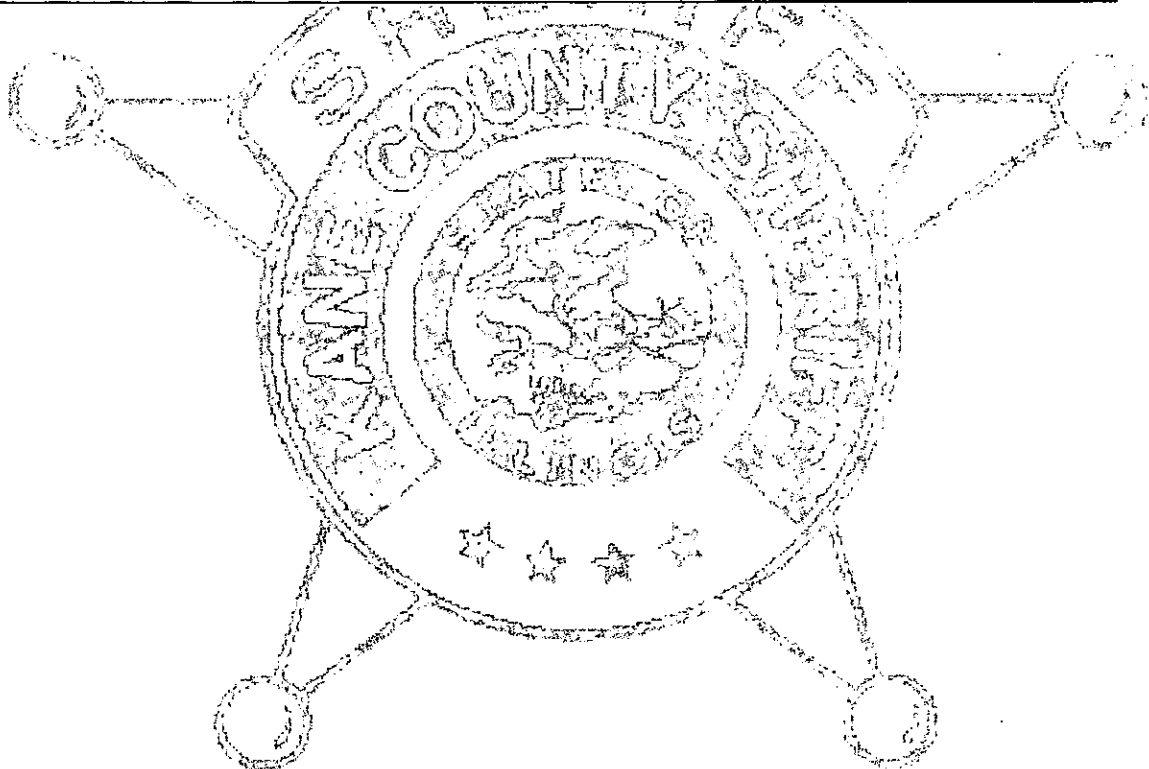
The below table reflects the information on transfers. During FY08 the Sheriff's department did not retain information on requests for transfer. In compliance with the various Collective Bargaining Agreements the Sheriff's Department posts various openings as they occur through the year. Employees are required to submit a document declaring their interest in the vacant positions. After a period of 10 days passes the Sheriff makes his decision to fill the opening. The information below only contains statistics on those transferred; not those requesting a transfer to different job assignments.

Transfers	total	MALE					FEMALE				
		b	w	h	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators	0										
Professionals	0										
Protective Services/ Sworn	32		23	2	2		1	4			
Protective Services/ Non Sworn	0										
Office/Clerical	7		4					2	1		
Skilled Craft	0										
Service/Maintenance	0										
Total	39		27	2	2		1	6	1		

DISCIPLINE

The below table reflects the disciplinary actions taken in FY08 by the Sheriff's Department. Due to the different collective bargaining agreements in place for Sheriff Department personnel oral reprimands are not an option for all employees. According to the collective bargaining agreements the Sheriff follows a corrective and progressive disciplinary matrix. The chart lists discipline from the lowest formal level of oral reprimand to the highest, letter of termination.

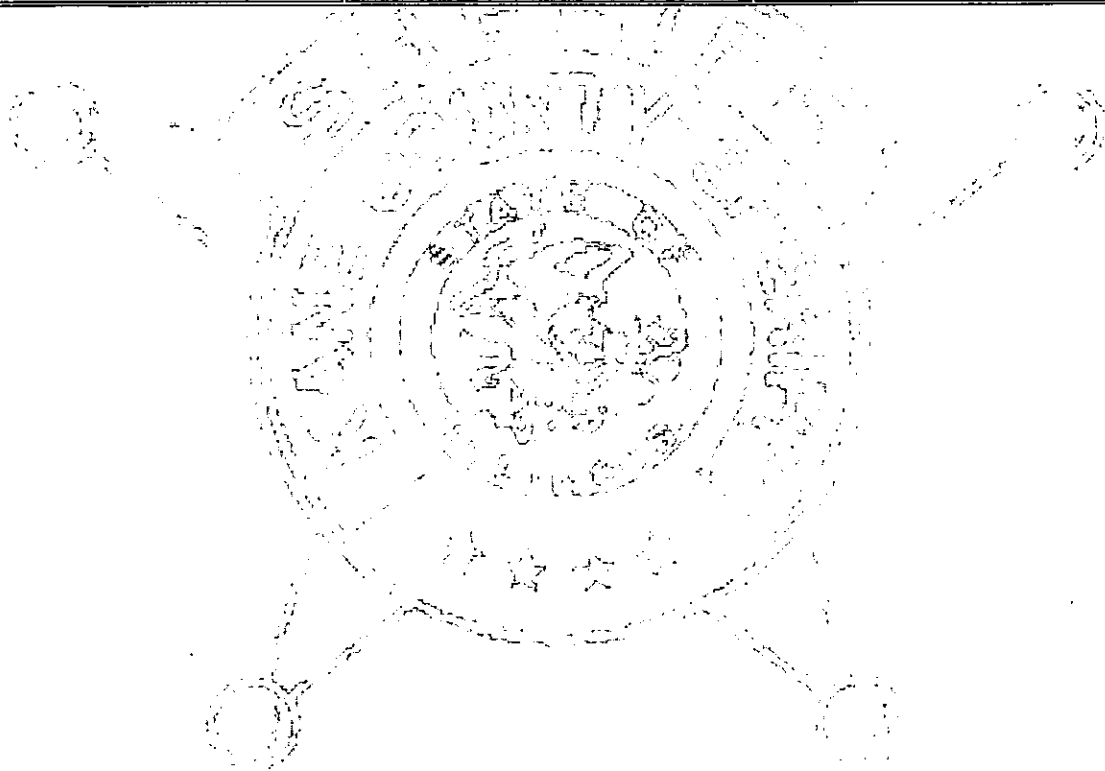
Discipline	total	MALE					FEMALE				
		b	w	h	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Oral reprimand	7		5				1	1			
Written reprimand	36	1	20	3	1			11			
Letter of suspension	15	1	9					5			
Letter of termination	2		1				1				
total	60	2	35	3	1	N/A	2	17	N/A	N/A	N/A



POLICE DEPARTMENT BREAKDOWN

The below table is the required information for police departments. It is important to note the Kane County Sheriff's department does not fit the typical definition as a police department. Besides being the primary 911 responder in the unincorporated areas of Kane County the Sheriff runs the county jail and is required to serve all court papers in the county. The Sheriff is also required to provide security in all courtrooms in the county. In an effort to fit the rank structure for the analysis I have changed the job categories to reflect those used by the Sheriff of Kane County.

Promotions	total	MALE					FEMALE				
		b	w	h	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Sheriff/Undersheriff	2		1	1							
Commander	2		2								
Lieutenant	7		7								
Sergeant/Detective	29	4	23	1				1			
Total	40	4	33	2				1			



PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL) 2008 TREASURER WORKFORCE

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials Administrators		4 100%	0 0%	2 50%	0 0%	0 0%	0 0%	0 0%	1 25%	1 25%	0 0%	0 0%
Professionals		1 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	1 100%	0 0%	0 0%	0 0%
Technicians		The Treasurer's Office does not have any employees in this job category										
Protective Services	Sworn	The Treasurer's Office does not have any employees in this job category										
	Non-Sworn	The Treasurer's Office does not have any employees in this job category										
Para-Professional		This category no longer exists in the 2000 census data										
Office Clerical		7 100%	0 0%	1 14.286%	1 14.286%	0 0%	0 0%	0 0%	4 57.143%	1 14.286%	0 0%	0 0%
Skilled Craft		The Treasurer's Office does not have any employees in this job category										
Service Maintenance		The Treasurer's Office does not have any employees in this job category										

508

KEY

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

PART II. COUNTY OF KANE (OFFICE OF ELECTED OFFICIAL) 2008 TREASURER UTILIZATION ANALYSIS

MALE						FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.	White	Black	Hispanic	Asian/ Pac. Islander	Amer. Indian/ Alaska Nat.
OFFICIALS/EXECUTIVE Workforce # % CLS # % Utilization %	50% 59.3% -9.3%	0% 1.8% -1.8%	0% 3.1% -3.1%	0% 7% -7%	0% 0% 0%	25% 29.8% -4.8%	0% 1.4% -1.4%	25% 2.6% -2.4%	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	14.286% 25.9% -11.614%	0% 1.4% -1.4%	14.286% 5% 9.286%	0% 7% -7%	0% 1% -1%	57.143% 52.8% 4.343%	0% 3.5% -3.5%	14.286% 8.9% 5.386%	0% 7% -7%	0% 1% -1%
SKILLED CRAFT Workforce # % CLS # % Utilization %	NOT APPLICABLE									
SVCS MAINTENANCE Workforce # % CLS # % Utilization %	NOT APPLICABLE									



Ethnic Detail for Treasurer

08/08

Last Name	First Name	MI	Dept No	Div No	Sex	EEO Cat	Ethnic	Position No	Position Title	
HOPP	GARY	P	50	10	M	06	WHITE	11001	CLERK I	35H
STAHL	PAMELA	A	50	10	F	06	WHITE	11001	CLERK I	35H
MATA	CARLOS		50	10	M	06	HISPANIC	11047	ACCOUNTANT II	35H
HERRERA	MARIA	E	50	10	F	01	HISPANIC	11061	OPERATIONS MANAGER	35H
SCHRAMER	MICHELE	M	50	10	F	06	WHITE	11061	OPERATIONS MANAGER	35H
BRADY	CARROLLYN	J	50	10	F	02	WHITE	15052	EXEC II	35H
DUNLOP	LUELLEN		50	10	F	06	WHITE	16000	ADMIN ASSISTANT	35H
RICKERT	DAVID	J	50	10	M	01	WHITE	19987	ELECTED OFFICIAL	35H
SCHMITZ	JOHN	R	50	10	M	01	WHITE	19991	DIRECTOR/ADMINISTRATOR	35H
WINCKLER	DELLA	M	50	10	F	01	WHITE	19991	DIRECTOR/ADMINISTRATOR	35H
FLURY	JUDY	J	50	10	F	06	WHITE	51001	CLERK I	PT
MCSHANE	GRISELDA	M	50	20	F	06	HISPANIC	51001	CLERK I	PT

County of Kane



DAVID J. RICKERT, CPA
County Treasurer

OFFICE OF COUNTY TREASURER
Kane County Government Center
719 Batavia Avenue, Bldg. "A"
Geneva, Illinois 60134

Telephone: 630-232-3565
Fax: 630-208-7540
www.kanecountytreasurer.org

To: Maureen Anderson
Assistant Director Human Resources

From: David J. Rickert

Date: May 21, 2009

Subject: Response to the Equal Employment Opportunity Plan

Dear Ms. Anderson,

Listed below are my responses to the requested information in relation to the Equal Employment Opportunity Plan.

Sincerely,

David J. Rickert

David J. Rickert, CPA
Treasurer of Kane County

Interpretation of the utilization analysis, pointing out areas of concern

The Kane County Treasurer's office believes that current employment practices have provided a diverse mix of qualified employees representing both genders as well as a mix of Caucasian and minority applicants.

1. *The number of disciplinary actions taken against employees by race, sex, and national origin within the preceding fiscal year (FY 08). Please include the number and types of sanctions imposed (suspension indefinitely, suspension for a term, loss of pay, written reprimand, oral reprimand, other) against individuals by race, sex and national origin.*

No disciplinary actions taken during the time frame mentioned

2. *The number of employees in each job category by race, sex, and national origin who made application for promotion or transfer within the preceding fiscal year (FY 08) and the number in each job category by race, sex, and national origin who were promoted or transferred.*

No applications for promotion during the time frame mentioned

3. *A detailed narrative statement setting forth your office department's existing employment policies and practices as defined in 42.202(c). So, for example, where testing is used in the employment selection process, it is not sufficient for the office department to simply note the fact. The office department should identify the test, describe the procedures followed in the administering and scoring the test, state what weight is given to test scores, how a cut-off score is established and whether the test has been validated to predict or measure job performance and, if so, a detailed description of the validation study. Similarly detailed responses are required with respect to other employment policies, procedures, and practices used by the applicant.*

Positions for employment are advertised by the Kane County Human Resources Department. Initial screening of applicant suitability is first performed by Kane County Human Resources Department. A list of acceptable applicants is then forwarded to the Treasurer for review. Treasurer then conducts interviews of applicants with the assistance of Chief Deputy. Chief Deputy and Treasurer evaluate applicants based on job experience, interview skills and suitability for position in question. Once an applicant is selected Kane County Human Resources Department is notified of new hire along with terms of employment.

PART II. COUNTY OF KANE (WITH OFFICES OF ELECTED OFFICIALS EXCEPT STATE'S ATTORNEY) – 2008 KANE COUNTY WORKFORCE

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		68 100%	2 2.941%	39 57.353%	2 2.941%	0 0%	0 0%	0 0%	23 34.824%	2 2.941%	0 0%	0 0%
Professionals		223 100%	9 4.036%	78 34.978%	7 3.139%	2 .897%	0 0%	14 6.278%	107 47.982%	4 1.794%	2 .897%	0 0%
Technicians		7 100%	0 0%	4 57.143%	0 0%	1 14.286%	0 0%	0 0%	1 14.286%	1 14.286%	0 0%	0 0%
Protective Services	Sworn	249 100%	12 4.819%	179 71.886%	12 4.819%	5 2.008%	0 0%	3 1.205%	36 14.456%	1 .402%	1 .402%	0 0%
	Non-Sworn	20 100%	2 10%	8 40%	1 5%	0 0%	0 0%	0 0%	6 40%	3 15%	0 0%	0 0%
Para-Professional		This category no longer exists in the 2000 census data										
Office/Clerical		252 100%	0 0%	28 11.111%	5 1.984%	0 0%	0 0%	4 1.587%	194 76.984%	19 7.540%	2 .794%	0 0%
Skilled Craft		3 100%	0 0%	3 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Service/Maintenance		12 100%	1 8.333%	5 41.667%	2 16.667%	1 8.333%	0 0%	0 0%	2 16.667%	1 8.333%	0 0%	0 0%

08/08

KEY

B - Black
W - White
H - Hispanic

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

* FOR POLICE DEPARTMENT GRANTEES ONLY: First fill out additional breakdown of sworn "officials," below.

Job Category	TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Sheriff/Undersheriff	2 100%	0 0%	1 50%	1 50%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Commander	2 100%	0 0%	2 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Lieutenants	7 100%	0 0%	7 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
Sergeants, Detectives	29 100%	4 13.793%	23 79.31090%	1 3.448%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
TOTALS	40 100%	4 10%	33 82.5%	2 5%	0 0%	0 0%	0 0%	1 2.5%	0 0%	0 0%	0 0%

KEY

W – White
H – Hispanic

B – Black

AI/AN – American Indian or Alaskan Native

A/PI – Asian or Pacific Islander

PART II. COUNTY OF KANE --COMMUNITY LABOR STATISTICS

		MALE					FEMALE					
Job Category		TOTAL	B	W	H	A/PI	AI/AN	B	W	H	A/PI	AI/AN
Officials/Administrators		31880 100%	560 1.8%	18905 59.3%	995 3.1%	210 .7%	15 0%	455 1.4%	9515 29.8%	820 2.6%	145 .5%	4 0%
Professionals		33870 100%	465 1.4%	13940 41.2%	780 2.3%	530 1.6%	20 .1%	655 1.9%	15955 47.1%	810 2.4%	480 1.4%	20 .1%
Technicians		3645 100%	80 2.2%	1540 42.2%	145 4%	45 1.2%	0 0%	130 3.6%	1475 40.5%	120 3.3%	65 1.8%	0 0%
Protective Services	Sworn	2955 100%	240 8.1%	1890 64%	200 6.8%	15 .5%	0 0%	55 1.9%	480 16.2%	30 1%	15 .5%	0 0%
	Non-Sworn	275 100%	20 7.3%	85 30.9%	0 0%	0 0%	0 0%	10 3.6%	135 49.1%	20 7.3%	0 0%	0 0%
Para-Professional		THIS CATEGORY NO LONGER EXISTS IN THE 2000 CENSUS DATA										
Office/Clerical		53255 100%	760 1.4%	13800 25.9%	2645 5%	375 .7%	30 .1%	1865 3.5%	28105 52.8%	4755 8.9%	395 .7%	75 .1%
Skilled Craft		20385 100%	495 2.4%	13965 68.5%	3645 17.9%	140 .7%	55 .3%	125 .6%	905 4.4%	770 3.8%	80 .4%	4 0%
Service/Maintenance		58795 100%	1955 3.3%	16685 28.4%	16375 27.9%	515 .9%	65 .1%	1690 2.9%	11555 19.7%	8595 14.6%	545 .1%	40 .9%

KEY

B - Black
W - White
H - Hispanic

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

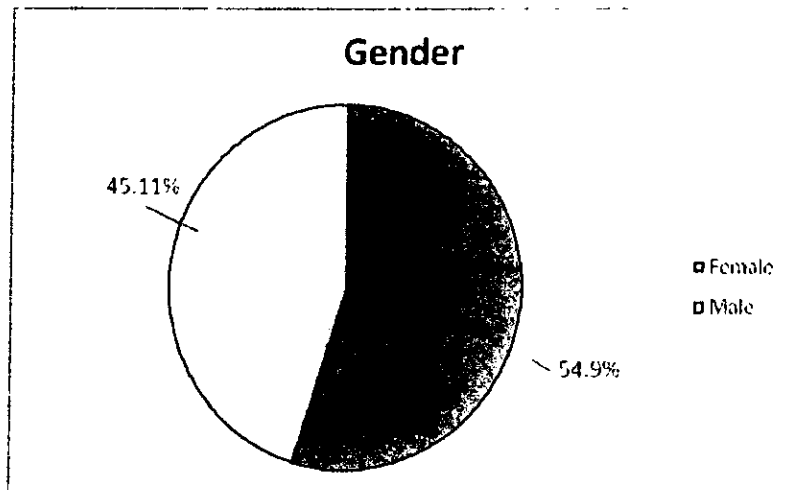
PART I. COUNTY OF KANE -- 2008 KANE COUNTY UTILIZATION ANALYSIS (Excluding State's Attorney's Office)

		MALE					FEMALE				
JOB GROUP CATEGORY (CLS = Community Labor Statistics)*		White	Black	Hispanic	Asian/Pacific Islander	Amer. Indian Alaska Nat.	White	Black	Hispanic	Asian/Pacific Islander	Amer. Indian Alaska Nat.
OFFICIALS/EXECUTIVE											
Workforce #/%		57.000%	2.000%	2.000%	0%	0%	34.000%	3.000%	2.000%	0%	0%
CLS #/%		59.3%	1.8%	3.1%	.7%	0%	29.8%	1.4%	2.6%	.5%	0%
Utilization %		-2.300%	.200%	-1.100%	-.7%	0%	4.200%	1.600%	-.6%	-.5%	0%
PROFESSIONALS											
Workforce #/%		31.658%	2.513%	2.261%	.503%	0%	49.497%	6.03%	6.030%	1.508%	0%
CLS #/%		41.2%	1.4%	2.3%	1.6%	.1%	47.1%	1.9%	2.4%	1.4%	.1%
Utilization %		-9.632%	1.113%	-.039%	-1.097%	-.1%	2.397%	4.13%	3.630%	.108%	-.1%
TECHNICIANS											
Workforce #/%		68.750%	0%	0%	6.250%	0%	18.750%	0%	3.125%	3.125%	0%
CLS #/%		42.2%	2.2%	4%	1.2%	0%	40.5%	3.6%	3.3%	1.8%	0%
Utilization %		26.550%	-2.2%	-4%	5.05%	0%	-21.75%	-3.6%	-.175%	1.325%	0%
PROTECTIVE SERVICES	SWORN										
	Workforce #/%	72.000%	4.800%	4.800%	2.000%	0%	14.400%	1.200%	.400%	.400%	0%
	CLS #/%	64%	8.1%	6.8%	.5%	0%	16.2%	1.9%	1%	.5%	0%
	Utilization %	8.000%	-3.300%	-2.000%	1.500%	0%	-1.800%	-.700%	-.600%	-.100%	0%
	NON-SWORN										
	Workforce #/%	33.333%	8.330%	4.167%	0%	0%	41.667%	0%	12.500%	0%	0%
	CLS #/%	30.9%	7.3%	0%	0%	0%	49.1%	3.6%	7.3%	0%	0%
	Utilization %	2.4339%	1.0307%	4.167%	0%	0%	-7.433%	-3.6%	5.2003%	0%	0%
PARA-PROFESSIONAL		THIS CATEGORY NO LONGER EXISTS IN THE 2000 CENSUS DATA									
Workforce											
CLS #/%											
Utilization											
OFFICE/CLERICAL											
Workforce		10.000%	0%	2.222%	.278%	0%	68.611%	2.222%	15.000%	1.389%	.278%
CLS #/%		25.9%	1.4%	5%	.7%	.1%	52.8%	3.5%	8.9%	.7%	.1%
Utilization		-15.900%	-1.4%	-2.778%	-.422%	-.1%	15.811%	-1.278%	6.100%	.689%	.178%
SKILLED CRAFT											
Workforce #/%		91.429%	5.714%	0%	0%	0%	2.857%	0%	0%	0%	0%
CLS #/%		68.5%	2.4%	17.9%	.7%	.3%	4.4%	.6%	3.8%	.4%	0%
Utilization %		22.929%	3.314%	-17.9%	-.7%	-.3%	-1.543%	-.6%	-3.8%	-.4%	0%
SVCS/MAINTENANCE											
Workforce #/%		59.259%	7.407%	11.111%	3.704%	0%	14.815%	0%	3.704%	0%	0%
CLS #/%		28.4%	3.3%	27.9%	.9%	.1%	19.7%	2.9%	14.6%	.1%	.9%
Utilization %		30.859%	4.107%	-16.789%	2.804%	-.1%	-4.885%	-2.9%	-10.896%	-.1%	-.9%

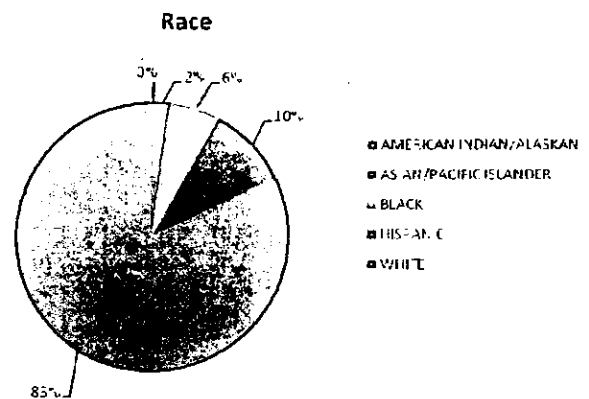


Kane County Employees by Gender and Race For Entire County EEOP 2008

Gender	Count
Female	673
Male	553
Total	1226



Race	Count
AMERICAN INDIAN/ALASKAN	1
ASIAN/PACIFIC ISLANDER	24
BLACK	68
HISPANIC	121
WHITE	1012
Total	1226



Employees Terminated between 07/01/2007 and 06/30/2008 listed by race, sex and voluntary/involuntary terminations.

Date: 4/28/2011

Termination Description	B		C		D		E	Total
	F	M	F	M	F	M	F	
DECEASED		1						1
LAYOFF	3							3
POSITION ELIMINATED	1							1
RESIGNATION	79	54	13	3	16	5	3	173
RETIRED	6	6		1		1		14
TERMINATED WITH CAUSE	4	2	1	1	2			10
Totals	93	63	14	5	18	6	3	202



Alphabetical Employee NEW HIRES by Sex, Ethnic Code and Position Title 07/01/2007 - 06/30/2008

Date: 4/28/2011

Time: 01:34PM

Last Name	First Name	Hire Date	Position Title	WHITE		BLACK		HISPANIC		ASIAN/PACIFIC ISLANDER	
				F	M	F	M	F	M	F	M
ADAMS	MARY	8/27/2007	NURSE CASE MANAGER 35H	NH							
AGUIRRE	FRANCISCO	3/12/2008	COURT SECURITY DEPUTY 40H						NH		
AISTON	CHRISTOPHER	10/1/2007	EXEC III 35H		NH						
ALLEN	DARLENE	12/26/2007	KENNEL ASSISTANT 40H	NH							
	LAWANDA	9/4/2007	ASST PUBLIC DEFENDER 35H			NH					
ALTIER	CONOR	5/19/2008	STUDENT INTERN 40H		NH						
AMOS	FRENCHIE	3/24/2008	ADMIN ASSISTANT 35H			NH					
ANDERSON	MARK	12/3/2007	HIGHWAY MAINTAINER I 40H		NH						
ARDELAN	KELLY	12/17/2007	CIR CLRK DEP CLRK 37.5H	NH							
ATKINSON	GENEVA	12/6/2007	INFORMATION PROCESSOR IV 40H					NH			
AUMANN	NICHOLE	9/3/2007	STUDENT INTERN 37.5H	NH							
BALLARD	NICOLE	1/21/2008	CORRECTIONS OFFICER 40H			NH					
BART	RUTH	10/16/2007	CIR CLRK DEP CLRK 37.5H	NH							
BAXA	KATHLEEN	12/17/2007	PROBATION OFFICER 37.5H	NH							
BEARD	EUGENE	1/22/2008	YOUTH COUNSELOR 37.5H				NH				
BECK	DARREN	1/21/2008	CORRECTIONS OFFICER 40H		NH						
BELTRAN	LEONARDO	5/5/2008	ACCOUNTANT I 35H						NH		
BLAKELY	CHRISTINE	10/1/2007	CIR CLRK DEP CLRK 37.5H	NH							
BOCKMAN	ALYSSA	2/19/2008	CIR CLRK DEP CLRK 37.5H	NH							
BORIS	JOHN	3/17/2008	YOUTH COUNSELOR 37.5H		NH						
BRADFORD	JOHN	12/17/2007	TEACHER 40H		NH						
BREDLAU	JOHN	12/10/2007	CORRECTIONS OFFICER 40H		NH						
BRENER	BETHANY	5/12/2008	CIR CLRK DEP CLRK 37.5H	NH							
BRENNAN	MATTHEW	2/1/2008	CIR CLRK DEP CLRK 37.5H		NH						



Alphabetical Employee NEW HIRES by Sex, Ethnic Code and Position Title 07/01/2007 - 06/30/2008

Date: 4/28/2011

Time: 01:34PM

Last Name	First Name	Hire Date	Position Title	WHITE		BLACK		HISPANIC		ASIAN/PACIFIC ISLANDER	
				F	M	F	M	F	M	F	M
BREYNE	MARY	10/9/2007	CIR CLRK DEP CLRK 37.5H	NH							
BRIGHAM	CHRISTOPHER	7/10/2007	KENNEL ASSISTANT 40H		NH						
BRIGUGLIO	LENORE	3/24/2008	CORRECTIONS OFFICER 40H	NH							
BROCK	TAMIKA	11/18/2007	TELECOMMUNICATOR II 40H			NH					
BRODHEAD	STEPHEN	7/2/2007	PROBATION OFFICER 37.5H		NH						
BRUCE	SALLY	10/1/2007	NURSE CONSULTANT 35H	NH							
CAPLAN	DURIN	1/2/2008	YOUTH COUNSELOR 37.5H		NH						
CARDENAS	MARIA	4/22/2008	ADMIN OFFICER II 35H					NH			
CARTER	DONALD	2/4/2008	INFORMATION PROCESSOR IV 40H		NH						
CHAVEZ	LESLIE	5/19/2008	CLERK I 35H					NH			
CHEEKS	ASHLEY	4/6/2008	TELECOMMUNICATOR II 40H			NH					
CLARK	JOHN	10/1/2007	JANITOR I 40H		NH						
	JOSEPH	7/23/2007	CORRECTIONS OFFICER 40H		NH						
	PATRICIA	11/16/2007	EXEC II 35H					NH			
COLLINS	ANDREW	7/30/2007	ADMIN ASSISTANT 35H		NH						
CONROY	TRACY	12/3/2007	CIR CLRK DEP CLRK 37.5H	NH							
CONSIDINE	VALERIE	11/16/2007	CIR CLRK DEP CLRK 37.5H	NH							
CONSTANTINE	KARLA	7/29/2007	TELECOMMUNICATOR II 40H	NH							
CORBETT	MARGARET	10/9/2007	ACCOUNTANT II 35H	NH							
COSTELLO	ANNE	1/7/2008	NURSE CASE MANAGER 35H	NH							
COUNTOURIS	NICHOLAS	8/20/2007	CIR CLRK DEP CLRK 37.5H	NH							
COX	KRISTINA	8/27/2007	CIR CLRK DEP CLRK 37.5H	NH							
CRESPO	EMILIA	7/3/2007	SYSTEMS TECH 37.5H					NH			
DANIELS	SHELLEY	9/3/2007	STUDENT INTERN 37.5H	NH							



Alphabetical Employee NEW HIRES by Sex, Ethnic Code and Position Title 07/01/2007 - 06/30/2008

Date: 4/28/2011

Time: 01:34PM

Last Name	First Name	Hire Date	Position Title	WHITE		BLACK		HISPANIC		ASIAN/PACIFIC ISLANDER	
				F	M	F	M	F	M	F	M
DAVIS	NICHOLAS	3/24/2008	CORRECTIONS OFFICER 40H		NH						
DAZZO	BRENDA	7/18/2007	KENNEL ASSISTANT 40H	NH							
DEUCHLER	SUSAN	4/21/2008	COURT SECURITY DEPUTY 40H	NH							
DEWITT	FREDERICK	12/3/2007	HIGHWAY MAINTAINER I 40H		NH						
DIENST	MIKE	12/3/2007	HIGHWAY MAINTAINER I 40H		NH						
DIMITRAKIS	ALEXANDRA	5/21/2008	ADMIN OFFICER II 35H	NH							
DOMINGUEZ	ALICIA	3/17/2008	INFORMATION PROCESSOR IV 40H					NH			
	YVONNE	11/16/2007	CLERK STENOGRAPHER III 37.5H					NH			
ECKBERG	KARL	5/19/2008	CIR CLRK DEP CLRK 37.5H		NH						
EDER	DANIEL	9/7/2007	SANITARIAN II 35H		NH						
ENGH	KAREN	7/9/2007	ADMIN OFFICER III 35H	NH							
ERWIN	BRIAN	7/30/2007	ASST STATES ATTORNEY 35H		NH						
ESPARZA	JUANITA	9/4/2007	MANAGER 35H					NH			
FAHEY	JOHN	7/9/2007	MANAGER 37.5H		NH						
FAHNESTOCK	SUZANNE	10/22/2007	EXEC ASSISTANT 40H	NH							
FARROW	CELIA	2/4/2008	NURSE CASE MANAGER 35H					NH			
FEHLING	GRETCHEN	7/2/2007	CHIEF OF SECURITY 37.5H	NH							
FERGUSON	SARA	10/19/2007	PROBATION OFFICER 37.5H	NH							
FITZPATRICK	MATTHEW	10/29/2007	MAINTENANCE WORKER I 40H		NH						
FLETCHER	CHRISTOPHER	1/2/2008	ASST PUBLIC DEFENDER 35H		NH						
	LLOYD	8/6/2007	DIRECTOR/ADMINISTRATOR 40H		NH						
FLIENT	ERNESTINE	11/1/2007	KCDEE EMPLOYEE 37.5H			NH					
FLORES	HECTOR	2/4/2008	CORRECTIONS OFFICER 40H						NH		
FLORO	KELLY	10/22/2007	ADMIN ASSISTANT 35H	NH							



Alphabetical Employee NEW HIRES by Sex, Ethnic Code and Position Title 07/01/2007 - 06/30/2008

Date: 4/28/2011

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Last Name	First Name	Hire Date	Position Title	WHITE		BLACK		HISPANIC		ASIAN/PACIFIC ISLANDER	
				F	M	F	M	F	M	F	M
FLURY	JUDY	4/7/2008	CLERK I PT	NH							
FOSSER	KATHLEEN	11/5/2007	EXEC II 35H	NH							
FRANCO	NINA	5/15/2008	STUDENT INTERN 35H	NH							
FRASZ	DREW	5/13/2008	ELECTED OFFICIAL 35H		NH						
FREEMAN	MEGAN	1/22/2008	YOUTH COUNSELOR 37.5H	NH							
GAEKE	NICHOLAS	1/16/2008	ASST STATES ATTORNEY 35H		NH						
GARA	CHRISTEN	3/17/2008	YOUTH COUNSELOR 37.5H		NH						
GARDNER	LISA	9/10/2007	NURSE CASE MANAGER 35H	NH							
GASEOR	MICHELLE	5/19/2008	CIR CLRK DEP CLRK 37.5H	NH							
GAYLE	STEPHAINE	5/19/2008	INFORMATION PROCESSOR I 35H			NH					
GONZALES	JOEL	10/1/2007	SUPERVISOR 35H						NH		
GRAY	GLENN	12/3/2007	HIGHWAY MAINTAINER I 40H		NH						
GUGLIELMO	BELINDA	3/6/2008	DATA SPECIALIST III 35H	NH							
GULANCZYK	GREG	2/4/2008	CORRECTIONS OFFICER 40H		NH						
GULLANG	JENNIFER	7/16/2007	PROBATION OFFICER 37.5H	NH							
HACKERT	DAWN	9/17/2007	ADMIN ASSISTANT 35H	NH							
HANNAH	KAREN	9/26/2007	LIBRARIAN 35H	NH							
HANSEN II	JAMES	12/17/2007	EXEC I 35H		NH						
HASHMI	SARAH	1/7/2008	EXEC IV 35H							NH	
HAYES	PAUL	5/12/2008	COURT SECURITY DEPUTY 40H		NH						
HEATH	STEPHANIE	1/16/2008	NURSE CASE MANAGER 35H	NH							
HEINZ	BRET	12/10/2007	CORRECTIONS OFFICER 40H		NH						
HELLER	KIMBERLY	8/1/2007	CIR CLRK DEP CLRK 37.5H	NH							
HENDRIKSEN	NICHOLAS	4/14/2008	CORRECTIONS OFFICER 40H		NH						



Alphabetical Employee NEW HIRES by Sex, Ethnic Code and Position Title 07/01/2007 - 06/30/2008

Date: 4/28/2011

Time: 01:34PM

Last Name	First Name	Hire Date	Position Title	WHITE		BLACK		HISPANIC		ASIAN/PACIFIC ISLANDER	
				F	M	F	M	F	M	F	M
HENNINGS	ZACHERY	8/1/2007	YOUTH COUNSELOR 37.5H		NH						
HENRIKSON	ALICE	11/5/2007	ASST STATES ATTORNEY 35H	NH							
HERRERA	NORMA	4/1/2008	ADMIN OFFICER II 35H					NH			
HIBSHMAN	ARTINA	9/10/2007	INFORMATION PROCESSOR IV 40H	NH							
HIGGINS	PAMELA	7/16/2007	TELECOMMUNICATOR II 40H	NH							
HOGAN	MAE	6/9/2008	CIR CLRK DEP CLRK 37.5H	NH							
HOLCOMB	BRENT	5/16/2008	STUDENT INTERN 40H		NH						
HOYE	MARY ANNE	12/3/2007	ADMIN OFFICER II 35H	NH							
JANOVSKY	CHRISTOPHER	5/6/2008	YOUTH COUNSELOR 37.5H		NH						
JAQUEZ	JENNIFER	8/16/2007	NURSE CASE MANAGER 35H					NH			
JARMAN	BRADLEY	7/2/2007	EXEC IV 35H		NH						
JOHNSON	DOUGLAS	7/2/2007	DIRECTOR/ADMINISTRATOR 35H		NH						
	KACEE	10/1/2007	YOUTH COUNSELOR 37.5H	NH							
JONES	NINA	5/5/2008	INFORMATION PROCESSOR IV 40H	NH							
JOYNES	DANIELLE	7/1/2007	NURSE CASE MANAGER 35H	NH							
KATOLICK	DAWN	10/15/2007	KENNEL ASSISTANT 40H					NH			
KEARNEY	ROBERT	8/27/2007	BAILIFF 35H		NH						
KEE	JULIE	3/17/2008	CIR CLRK DEP CLRK 37.5H	NH							
KERMEND	ANTHONY	11/14/2007	YOUTH COUNSELOR 37.5H		NH						
KHOLLMAN	CORY	2/4/2008	CORRECTIONS OFFICER 40H		NH						
KING	STEPHANIE	4/28/2008	KENNEL ASSISTANT 40H	NH							
KOLLIKER	CHARLES	10/16/2007	ADMIN ASSISTANT 35H						NH		
KOSTER	MICHAEL	1/2/2008	COURT SECURITY DEPUTY 40H		NH						
KURKJIAN	CATHY	7/16/2007	BAILIFF 35H	NH							



Alphabetical Employee NEW HIRES by Sex, Ethnic Code and Position Title 07/01/2007 - 06/30/2008

Date: 4/28/2011

Time: 01:34PM

Last Name	First Name	Hire Date	Position Title	WHITE		BLACK		HISPANIC		ASIAN/PACIFIC ISLANDER	
				F	M	F	M	F	M	F	M
LAMBERT	KRISTI	5/27/2008	CIR CLRK DEP CLRK 37.5H	NH							
	TIMMY	6/9/2008	CIR CLRK DEP CLRK 37.5H		NH						
LARRY	BRADLEY	12/10/2007	CORRECTIONS OFFICER 40H		NH						
LARSON	JOANNE	2/1/2008	CIR CLRK DEP CLRK 37.5H	NH							
	KRISTA	9/17/2007	PROBATION OFFICER 37.5H	NH							
LAUGHLIN	LARRY	7/23/2007	CHIEF OF SECURITY 37.5H		NH						
LAVIGNE	JASON	4/14/2008	CORRECTIONS OFFICER 40H		NH						
LAWRIE	MARY	11/19/2007	EXEC IV 35H	NH							
LEASK	BRIAN	10/16/2007	PROBATION OFFICER 37.5H		NH						
LECLERE	SHIRLEY	7/2/2007	EXEC IV 35H	NH							
LEDER	JACQUELINE	1/7/2008	ASST PUBLIC DEFENDER 35H	NH							
LEISTEN	MATTHEW	10/1/2007	CLERK IV 35H		NH						
LIEDTKE	MICHAEL	3/17/2008	YOUTH COUNSELOR 37.5H		NH						
LISNER	KELLY	2/19/2008	CIR CLRK DEP CLRK 37.5H	NH							
LONG	DEBRA	7/19/2007	CLERK I 35H	NH							
LORENZ	ERIC	9/17/2007	NETWORK SVC SPECIALIST I 40HR		NH						
LUNA	JOSE	4/16/2008	ADMIN OFFICER II 35H						NH		
LUNGREN	KEVIN	7/23/2007	CORRECTIONS OFFICER 40H		NH						
LYNCH	JOHN	1/16/2008	CIR CLRK DEP CLRK 37.5H		NH						
MARQUEZ	JUAN	4/3/2008	DEPUTY 40H						NH		
MATTHEWS	SARAH	3/17/2008	ADMIN OFFICER II 35H	NH							
MCCABE	LINDSAY	7/30/2007	TELECOMMUNICATOR II 40H	NH							
MCCARTHY	ALISON	5/19/2008	CIR CLRK DEP CLRK 37.5H	NH							
MCCLANAHAN	NICOLE	2/4/2008	CORRECTIONS OFFICER 40H	NH							



Alphabetical Employee NEW HIRES by Sex, Ethnic Code and Position Title 07/01/2007 - 06/30/2008

Date: 4/28/2011

Time: 01:34PM

Last Name	First Name	Hire Date	Position Title	WHITE		BLACK		HISPANIC		ASIAN/PACIFIC ISLANDER	
				F	M	F	M	F	M	F	M
MCGILL	RYNE	7/23/2007	CORRECTIONS OFFICER 40H		NH						
MCNULTY	BRANDON	12/3/2007	ASST STATES ATTORNEY 35H		NH						
MEADE	CAITLIN	5/20/2008	CIR CLRK DEP CLRK 37.5H	NH							
MEDINA	LESLIE	10/16/2007	NURSE I 35H	NH							
MEEKS	TRAVIS	9/4/2007	YOUTH COUNSELOR 37.5H		NH						
MELIN	KRISTOPHER	9/10/2007	CORRECTIONS OFFICER 40H		NH						
MEZA	ROSENDO	12/10/2007	CORRECTIONS OFFICER 40H						NH		
MILLER	JULIE	11/19/2007	TELECOMMUNICATOR II 40H	NH							
	PHILIP	12/10/2007	CORRECTIONS OFFICER 40H		NH						
MOORE	DAVID	4/8/2008	COMMISSIONER 35H				NH				
	SILVA	12/3/2007	GRADUATE INTERN 35H	NH							
MORALES	ANNA	8/9/2007	ADMIN OFFICER II 35H						NH		
MOWERS	LUCAS	9/4/2007	HIGHWAY MAINTAINER I 40H		NH						
	QUINCY	12/4/2007	HIGHWAY MAINTAINER I 40H		NH						
NASH	MADONNA	12/3/2007	NURSE CASE MANAGER 35H			NH					
NICOLETTI	ANDREW	1/1/2008	DATA SPECIALIST I 35H		NH						
	LAURA LYN	5/5/2008	NURSE CONSULTANT 35H	NH							
PARISI	JOHN	3/24/2008	ASST PUBLIC DEFENDER 35H		NH						
PATE	DONALD	7/2/2007	CHIEF OF SECURITY 37.5H		NH						
PAVONE	MARISA	12/10/2007	CORRECTIONS OFFICER 40H	NH							
PISTORIO	LYNN	4/16/2008	NURSE CASE MANAGER 35H	NH							
POLAK	KATHERINE	1/2/2008	ASST PUBLIC DEFENDER 35H	NH							
POTVIN	JENNIFER	5/28/2008	EXEC III 35H	NH							
RASHAD	KENYATTA	8/1/2007	YOUTH COUNSELOR 37.5H				NH				



Alphabetical Employee NEW HIRES by Sex, Ethnic Code and Position Title
07/01/2007 - 06/30/2008

Date: 4/28/2011

Time: 01:34PM

Last Name	First Name	Hire Date	Position Title	WHITE		BLACK		HISPANIC		ASIAN/PACIFIC ISLANDER	
				F	M	F	M	F	M	F	M
REID	ANDREW	5/16/2008	STUDENT INTERN 40H		NH						
RENWICK	KERI	4/28/2008	ANIMAL CONTROL OFFICER 40H	NH							
RIFF	MEGAN	2/18/2008	GRADUATE INTERN 35H	NH							
RIVERA	DEANIN	1/28/2008	ADMIN ASSISTANT 35H					NH			
ROBLEDO	MARIA	10/23/2007	ADMIN OFFICER II 35H					NH			
ROGINA	MATHEW	3/24/2008	COURT ASSISTANT 35H		NH						
ROOP	MEGAN	8/20/2007	CIR CLRK DEP CLRK 37.5H	NH							
ROSS	ROBYN	9/27/2007	CLERK IV 35H	NH							
ROSSMAN	CHRISTOPHER	12/10/2007	DIRECTOR/ADMINISTRATOR 35H		NH						
RUBIO	SONIA	4/28/2008	INFORMATION PROCESSOR IV 40H					NH			
SADE	JESSICA	1/22/2008	CIR CLRK DEP CLRK 37.5H	NH							
SANCHEZ	VIANEY	4/1/2008	NURSE CASE MANAGER 35H					NH			
SCARDAMAGLIA	SHAWN	12/3/2007	HIGHWAY MAINTAINER I 40H		NH						
SCHNEIDER	HARRISON	7/2/2007	ASST SUPERVISOR 35H		NH						
SCHUBERT	COLLEEN	9/4/2007	CIR CLRK DEP CLRK 37.5H	NH							
SEEGO JR.	CARMINE	2/4/2008	CORRECTIONS OFFICER 40H		NH						
SELL	SAMANTHA	11/16/2007	CIR CLRK DEP CLRK 37.5H	NH							
SHAFF	STEVEN	12/10/2007	CORRECTIONS OFFICER 40H		NH						
SHARIFF	SADIQ	8/6/2007	ASST PUBLIC DEFENDER 35H								NH
SIEGMANN	MICHAEL	11/1/2007	INVENTORY MANAGER 40H		NH						
SILVA	CARLOS	8/1/2007	PROBATION OFFICER 37.5H					NH			
SKOCZ	JOHN	1/21/2008	CORRECTIONS OFFICER 40H		NH						
SLEEZER	KATHLEEN	3/24/2008	CLERK STENOGRAPHER II 35H	NH							
SMITH	SCOTT	4/16/2008	ADMIN OFFICER I 35H		NH						



Alphabetical Employee NEW HIRES by Sex, Ethnic Code and Position Title 07/01/2007 - 06/30/2008

Date: 4/28/2011

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Last Name	First Name	Hire Date	Position Title	WHITE		BLACK		HISPANIC		ASIAN/PACIFIC ISLANDER	
				F	M	F	M	F	M	F	M
SMITH	TAMARA	8/3/2007	COURT ASSISTANT 35H	NH							
SOMMESI	GREGORY	12/3/2007	HIGHWAY MAINTAINER I 40H		NH						
SPERRY	MATTHEW	5/5/2008	ASST PUBLIC DEFENDER 35H		NH						
SPONBURGH	MALLORY	8/29/2007	TELECOMMUNICATOR II 40H	NH							
SPRANGERS	MEGAN	5/27/2008	STUDENT INTERN 35H	NH							
STAMMET	YVONNE	12/26/2007	ADMIN OFFICER III 35H	NH							
STOVER	ANDREW	9/3/2007	STUDENT INTERN 37.5H		NH						
STUDNICK	VALERIE	5/6/2008	TELECOMMUNICATOR II 40H	NH							
STUDT	KATHERINE	7/16/2007	EXEC IV 40H	NH							
SUHAYDA	BELA	3/17/2008	TEACHER 40H		NH						
SUNDAHL	PATRICIA	7/2/2007	CIR CLRK DEP CLRK 37.5H	NH							
TAGUE	AYESHA	8/13/2007	ADMIN ASSISTANT 35H							NH	
TALLITSCH	JANE	3/1/2008	ADMIN OFFICER II 35H	NH							
TAYLOR	RYAN	9/10/2007	YOUTH COUNSELOR 37.5H						NH		
TEACHMAN	AMANDA	8/3/2007	INFORMATION PROCESSOR IV 40H	NH							
THORNTON	JENNIFER	11/5/2007	EXEC II 35H	NH							
TOUSIGNANT	MARK	7/23/2007	CORRECTIONS OFFICER 40H		NH						
TREVARTHEN	JULIE	3/31/2008	ASST STATES ATTORNEY 35H	NH							
TRUMPH	BRIAN	9/10/2007	YOUTH COUNSELOR 37.5H		NH						
VALLEJO	JULIE	7/2/2007	EXEC IV 40H	NH							
VAN METER	ANDREW	5/19/2008	CIR CLRK DEP CLRK 37.5H		NH						
VASQUEZ	ADRIENNE	10/9/2007	TEACHER 40H					NH			
VERHAEGHE	JOSHUA	12/3/2007	HIGHWAY MAINTAINER I 40H		NH						
VOIGHT	JILL	2/19/2008	CIR CLRK DEP CLRK 37.5H	NH							



Alphabetical Employee NEW HIRES by Sex, Ethnic Code and Position Title 07/01/2007 - 06/30/2008

Date: 4/28/2011

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Last Name	First Name	Hire Date	Position Title	WHITE		BLACK		HISPANIC		ASIAN/PACIFIC ISLANDER	
				F	M	F	M	F	M	F	M
WACHOWSKI	KIMBERLY	3/24/2008	ASST PUBLIC DEFENDER 35H	NH							
WAGGONER	ERICA	7/30/2007	ACCOUNTANT I 35H	NH							
WALKER	GREGORY	1/14/2008	ASST STATES ATTORNEY 35H				NH				
WARE	BENJAMIN	1/7/2008	STUDENT INTERN 40H		NH						
WERDERICH	WALTER	7/2/2007	ASST PUBLIC DEFENDER 35H		NH						
WEST	ERIC	10/1/2007	DEPUTY CORONER 35H		NH						
WHITFIELD	ANDREW	9/4/2007	ASST STATES ATTORNEY 35H		NH						
WILGOSIEWICZ	MICHAEL	3/24/2008	DEPUTY 40H		NH						
WOOLLARD	ALEXIS	3/16/2008	NURSE CASE MANAGER 35H	NH							
YETTER	JULIA	7/16/2007	ASST PUBLIC DEFENDER 35H	NH							
ZAHAROPOULOS	DIMOS	2/1/2008	CIVIL ENGINEER I 40H		NH						
ZAK	ANNETTE	6/9/2008	CIR CLRK DEP CLRK 37.5H	NH							
ZOLLERS	BRITTANY	11/19/2007	ADMIN ASSISTANT 35H	NH							
ZOLOTO	LYDIA	8/1/2007	YOUTH COUNSELOR 37.5H	NH							
Total New Hires		230	Total by Race	100	87	8	4	18	10	2	1



Employee Transfers - PM Promotion 07/01/2007 - 06/30/2008

Date: 4/28/2011

Time: 01:33PM

Last Name	First Name	Position Title	WHITE		BLACK	HISPANIC	ASIAN/PACIFIC ISLANDER
			F	M	F	F	M
ALLEN	CANDY	MANAGER 37.5H	PM				
BAUSTIAN	JENNIFER	DIRECTOR/ADMINISTRATOR 40H	PM				
CHAN	DEBORAH	ADMIN ASSISTANT 37.5H	PM				
CONKLIN	CHARLIE	SERGEANT 40H					PM
CUNNINGHAM	THOMAS	SYSTEMS TECH 37.5H		PM			
DOBBINS	CLAIRE	EXEC II 35H	PM				
ELLIOTT	LAURA	ASST SUPERVISOR 37.5H	PM				
FAHEY	JOHN	MANAGER 37.5H		PM			
HARNACK	JONATHON	ADMIN ASSISTANT 37.5H		PM			
HOFF	CHRISTOPHER	EXEC III 35H		PM			
HUSTON	MICHAEL	SERGEANT 40H		PM			
ISAACSON	MICHAEL	EXEC III 35H		PM			
JEFFERS	BARBARA	EXEC III 35H			PM		
KONSTANTINID	GUS	MAINTENANCE SUPERVISOR 40H		PM			
LIRA	SUSAN	NURSE III 35H	PM				
MADISON	SEAN	EXEC I 35H		PM			
MCCULLOCH	THOMAS	ASST PUBLIC DEFENDER 35H		PM			
NIELSEN	LOUIS	BAILIFF 35H		PM			
NOGAJEWSKI	CORINE	ADMIN OFFICER III 35H	PM				
O'BRIEN	ANDREA	DIRECTOR/ADMINISTRATOR 35H	PM				
QUAIL	KATHLEEN	SUPERVISOR 37.5H	PM				
REGNIER	KARL	SERGEANT 40H		PM			
SALAZAR	ELBA	EXEC III 35H				PM	
SALISBURY	RYAN	CORRECTIONS OFFICER 40H		PM			



Employee Transfers - PM Promotion 07/01/2007 - 06/30/2008

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Last Name	First Name	Position Title	WHITE		BLACK	HISPANIC	ASIAN/PACIFIC ISLANDER
			F	M	F	F	M
STAHL	PAMELA	CLERK I 35H	PM				
STEGING	LAURA	MANAGER 37.5H	PM				
TURNER	STEPHANIE	CIR CLRK DEP CLRK 37.5H	PM				
VIYUOH	DAISY	NURSE CASE MANAGER 35H			PM		
WOODRUFF	LYNNE	LIEUTENANT 40H	PM				
Total	29	By Sex and Race	13	12	2	1	1

Employee Transfers - DT Department Transfer
07/01/2007 - 06/30/2008

Date: 4/28/2011

Last Name	First Name	Position Title	WHITE		HISPANIC	ASIAN/PACIFIC ISLANDER
			F	M	F	F
ALLEN	CANDY	MANAGER 37.5H	DT			
AZHER	MUNEEZA	EXEC III 35H				DT
BARRERA	SUSAN	ADMIN OFFICER I 35H			DT	
BELLARIO	CATHERINE	ASST STATES ATTORNEY 35H	DT			
BELSHAN	DAVID	ASST STATES ATTORNEY 35H		DT		
BRACH	DAVID	PROBATION OFFICER 37.5H		DT		
CARTER	DONALD	INFORMATION PROCESSOR IV 40H		DT		
CULLY	ROBERT	PAINTER 40H		DT		
CUNNINGHAM	ANTHONY	PROBATION OFFICER 37.5H		DT		
	THOMAS	SYSTEMS TECH 37.5H		DT		
DAY	JERRY	MAINTENANCE WORKER I 40H		DT		
ENGER	SUSAN	ADMIN ASSISTANT 35H	DT			
FAHEY	JOHN	MANAGER 37.5H		DT		
FIGUEROA	SOL DAMARIS	ADMIN OFFICER II 35H			DT	
FITZSIMMONS	JUSTIN	ASST STATES ATTORNEY 35H		DT		
FLETCHER	LLOYD	DIRECTOR/ADMINISTRATOR 40H		DT		
GAVINA	MARIA	ADMIN OFFICER II 35H			DT	
HALSEY	JANET	ADMIN ASSISTANT 35H	DT			
JARMAN	BRADLEY	EXEC IV 35H		DT		
JOHNSON	DOUGLAS	DIRECTOR/ADMINISTRATOR 35H		DT		
KAKOCZKI	AVA	ACCOUNTANT III 40 HRS	DT			
KULL	ROBERT	STUDENT INTERN 35H		DT		
LOVIG	ELIZABETH	ASST STATES ATTORNEY 35H	DT			
MATHEWS	ROBERT	MAINTENANCE SUPERVISOR 40H		DT		

Employee Transfers - DT Department Transfer
07/01/2007 - 06/30/2008

Date: 4/28/2011

Last Name	First Name	Position Title	WHITE		HISPANIC	ASIAN/PACIFIC ISLANDER
			F	M	F	F
ORLAND	KELLY	ASST STATES ATTORNEY 35H	DT			
POMPA	LINDSAY	DUP MACHINE OPERATOR III 35H	DT			
ROBLEDO	MARIA	ADMIN OFFICER II 35H			DT	
ROMANOW	JEFFREY	CIR CLRK DEP CLRK 37.5H		DT		
SCHMIDT	LORI	ASST STATES ATTORNEY 35H	DT			
SCHNEIDER	HARRISON	ASST SUPERVISOR 35H		DT		
SCHRAMER	BRYAN	ENGINEERING TECHNICIAN III 40H		DT		
SELL	SAMANTHA	CIR CLRK DEP CLRK 37.5H	DT			
SIKORSKI	PATRICIA	NURSE CONSULTANT 35H	DT			
SILVA	ANA	DATA COORDINATOR II 35H			DT	
SMALL	STEVE	MAINTENANCE WORKER I 40H		DT		
STALLINGS	JENNIFER	ASST STATES ATTORNEY 35H	DT			
TURNER	RACHEL	ASST SUPERVISOR 37.5H	DT			
VALLEJO	JULIE	EXEC IV 40H	DT			
VENLOS	SUSAN	ADMIN ASSISTANT 35H	DT			
VOSS	GARY	MAINTENANCE SUPERVISOR 40H		DT		
WALSH	NICOLE	PROBATION OFFICER 37.5H	DT			
41			16	19	5	1