

EEO Utilization Report

Organization Information

Name: Webb County Sheriff's Office

City: Laredo

State: TX

Zip: 78040

Type: County/Municipal Law Enforcement

Step 1: Introductory Information

Policy Statement:

In accordance with federal, state, and local laws, the Webb County Sheriff's Office is committed to maintaining a workforce that is free of unlawful discrimination on the basis of race, color, national origin, religion, sex, disability, age, and sexual orientation or preference, marital or family status, or political affiliation, including in all employment related decisions, including in recruitment, hiring, and promotions as well as to terms and conditions of employment and in the delivery of services. Furthermore, the Webb County Sheriff's Office is an agency of Webb County. The Sheriff's Office utilizes the County's Equal Employment Opportunity Policy Statement, which is cited below: It shall be the policy of Webb County to be an equal opportunity employer. Thus, Webb County is committed to providing equal employment opportunity without regard to race, color, religion, national origin, sex (including pregnancy, sexual orientation, or gender identity), age, disability, or military status, as required by state and federal laws. The County's commitment extends to all employment related decisions as well as to terms and conditions of employment. In addition to the foregoing, no person shall on the ground of race, color, religion, sex, national origin, age, disability, political affiliation or belief be excluded from participation in, be denied the benefits of, be subjected to discrimination under, or be denied employment in the administration of or in connection with, any program or activity of Webb County regardless of funding source. This policy is not to be construed to prohibit the County from establishing bona fide occupational qualifications that relate to abilities required to perform a job under circumstances allowed by law.

Following File has been uploaded: Webb Co. Equal Employment Opportunity Policy Statement.pdf

Step 4b: Narrative of Interpretation

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

The underutilization of Hispanic females in the job categories of Protective Services: Sworn--Patrol Officers (-29%) and Protective Services Non-Sworn (-52%).

Important factors that affect the entire Webb County Sheriff's Office workforce, including underrepresentation of women in non-sworn protective services, is that the large number of inmates at the county jail are male and require supervision by male guards in accordance with Texas Commission on Jail Standards; and most of the sworn officials of the Webb County Sheriff's Office are stationed at the Webb County jail.

In keeping with the Webb County Sheriff's Office's commitment to having a workforce that reflects the community it serves, the Sheriff's Office will examine its recruitment and retention practices to see if there may be ways to attract more Hispanic females to apply for entry-level Protective Services: Sworn-Patrol Officers and Protective Services: Non-Sworn positions.

Step 5: Objectives and Steps

1. The Webb County Sheriff's Office's objective is to provide employment opportunities for Hispanic women when our organization fills vacancies that become available in the sworn and nonsworn protective services job categories.

- a. In order to promote equal opportunities, including for Hispanic females in sworn and non-sworn recruitment campaigns, the Webb County Sheriffs Office plans to send a recruitment team, either online (due to any COVID-19 pandemic related restrictions/precautions) and/or in person, to participate in job fairs and career days at Texas A&M International University, and Laredo College, both of which have a significantly high student enrollment of Hispanic women.
- b. Either online (due to COVID-19 pandemic restrictions) or in person, the Webb County Sheriffs Office will also send a recruitment team (including, if possible, at least one female officer) to career days, criminal justice classes, and job fairs at local high schools to highlight equal opportunities for a career at the Webb County Sheriffs Office, including for women as sworn and non-sworn officers.
- c. The Webb County Sheriffs Office will promote through Public Service Announcements (PSAs), the official website, fliers, and social media pages both sworn and nonsworn positions to promote equal opportunities.

Step 6: Internal Dissemination

1. Distribute a hard copy of the EEOP Utilization Report to all employees in a supervisory position.
2. Send an e-mail with a memorandum advising employees that the EEOP Utilization Report is on file and available for viewing at the office of the Human Resources (HR) Coordinator of the Webb County Sheriff's Office at the Webb County Sheriff's Office Administrative Building, 902 Victoria Street, Laredo, Texas 78040.
3. Post a hard-copy memorandum to all employees in communal areas, such as the employee break rooms and the biometric punch in/punch out device, to let them know that a copy of the EEOP Utilization Report is available upon request.
4. Post a copy of the EEOP Utilization Report on the Webb County Sheriff's Office's internal (S) Drive, an open, internal electronic document repository.
5. Include a copy of the EEOP Utilization Report among the materials displayed on the Human Resource (HR) wall display/posters in the employee break room of the Webb County Sheriff's Office Administrative Building.

Step 7: External Dissemination

1. Post a copy of the EEOP Utilization Report on the Webb County Sheriff's Office's public website.
2. A copy of the EEOP Short Form will be submitted to the Webb County Attorney's Office.
3. A copy of the EEOP Short From will be submitted to the Webb County Civil Legal Division.

4. A copy of the EEO Short Form will be submitted to the Webb County Administrative Services/Human Resources Department.

Utilization Analysis Chart
Relevant Labor Market: Webb County, Texas

| Job Categories | Male | | | | | | | | Female | | | | | | | |
|---|--------|--------------------|---------------------------|----------------------------------|--------|---|-------------------|-------|--------|--------------------|---------------------------|----------------------------------|--------|---|-------------------|-------|
| | White | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian | Native Hawaiian or Other Pacific Islander | Two or More Races | Other | White | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian | Native Hawaiian or Other Pacific Islander | Two or More Races | Other |
| Officials/Administrators | | | | | | | | | | | | | | | | |
| Workforce #/% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 1/100% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| CLS #/% | 495/6% | 5,190/60% | 0/0% | 0/0% | 65/1% | 0/0% | 4/0% | 0/0% | 125/1% | 2,705/31% | 120/1% | 0/0% | 0/0% | 0/0% | 15/0% | 0/0% |
| Utilization #/% | -6% | -60% | 0% | 0% | -1% | 0% | -0% | 0% | -1% | 69% | -1% | 0% | 0% | 0% | -0% | 0% |
| Professionals | | | | | | | | | | | | | | | | |
| Workforce #/% | 0/0% | 7/47% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 8/53% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| CLS #/% | 635/6% | 3,315/30% | 130/1% | 0/0% | 110/1% | 0/0% | 0/0% | 0/0% | 390/3% | 6,530/58% | 0/0% | 0/0% | 105/1% | 0/0% | 15/0% | 0/0% |
| Utilization #/% | -6% | 17% | -1% | 0% | -1% | 0% | 0% | 0% | -3% | -5% | 0% | 0% | -1% | 0% | -0% | 0% |
| Technicians | | | | | | | | | | | | | | | | |
| Workforce #/% | 0/0% | 7/78% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 2/22% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| CLS #/% | 30/2% | 715/47% | 75/5% | 0/0% | 20/1% | 0/0% | 0/0% | 0/0% | 60/4% | 615/40% | 0/0% | 0/0% | 0/0% | 0/0% | 20/1% | 0/0% |
| Utilization #/% | -2% | 31% | -5% | 0% | -1% | 0% | 0% | 0% | -4% | -18% | 0% | 0% | 0% | 0% | -1% | 0% |
| Protective Services: Sworn-Officials | | | | | | | | | | | | | | | | |
| Workforce #/% | 1/2% | 45/92% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 3/6% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| CLS #/% | 345/8% | 3,240/79% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 20/0% | 500/12% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| Utilization #/% | -6% | 13% | 0% | 0% | 0% | 0% | 0% | 0% | -0% | -6% | 0% | 0% | 0% | 0% | 0% | 0% |
| Protective Services: Sworn-Patrol Officers | | | | | | | | | | | | | | | | |
| Workforce #/% | 2/2% | 77/88% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 9/10% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| Civilian Labor Force #/% | 210/2% | 5,515/56% | 15/0% | 0/0% | 15/0% | 0/0% | 0/0% | 0/0% | 110/1% | 3,865/40% | 0/0% | 0/0% | 20/0% | 0/0% | 15/0% | 4/0% |
| Utilization #/% | 0% | 31% | -0% | 0% | -0% | 0% | 0% | 0% | -1% | -29% | 0% | 0% | -0% | 0% | -0% | -0% |
| Protective Services: Non-sworn | | | | | | | | | | | | | | | | |
| Workforce #/% | 3/2% | 98/80% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 22/18% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |

| Job Categories | Male | | | | | | | | Female | | | | | | | |
|-------------------------------|--------|--------------------|---------------------------|----------------------------------|--------|---|-------------------|-------|--------|--------------------|---------------------------|----------------------------------|-------|---|-------------------|-------|
| | White | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian | Native Hawaiian or Other Pacific Islander | Two or More Races | Other | White | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian | Native Hawaiian or Other Pacific Islander | Two or More Races | Other |
| CLS #/% | 4/2% | 70/28% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 175/70% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| Utilization #/% | 1% | 52% | 0% | 0% | 0% | 0% | 0% | 0% | 0% | -52% | 0% | 0% | 0% | 0% | 0% | 0% |
| Administrative Support | | | | | | | | | | | | | | | | |
| Workforce #/% | 0/0% | 14/32% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 1/2% | 29/66% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| CLS #/% | 600/2% | 11,280/37% | 35/0% | 45/0% | 100/0% | 0/0% | 0/0% | 0/0% | 685/2% | 17,415/58% | 0/0% | 10/0% | 60/0% | 10/0% | 20/0% | 4/0% |
| Utilization #/% | -2% | -5% | -0% | -0% | -0% | 0% | 0% | 0% | 0% | 8% | 0% | -0% | -0% | -0% | -0% | -0% |
| Skilled Craft | | | | | | | | | | | | | | | | |
| Workforce #/% | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ | 0/ |
| CLS #/% | 430/5% | 7,775/92% | 4/0% | 0/0% | 20/0% | 0/0% | 0/0% | 15/0% | 10/0% | 225/3% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| Utilization #/% | | | | | | | | | | | | | | | | |
| Service/Maintenance | | | | | | | | | | | | | | | | |
| Workforce #/% | 0/0% | 11/69% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 5/31% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| CLS #/% | 725/2% | 17,050/56% | 50/0% | 0/0% | 20/0% | 0/0% | 10/0% | 20/0% | 120/0% | 12,260/41% | 0/0% | 10/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| Utilization #/% | -2% | 12% | -0% | 0% | -0% | 0% | -0% | -0% | -0% | -9% | 0% | -0% | 0% | 0% | 0% | 0% |

Significant Underutilization Chart

| Job Categories | Male | | | | | | | | Female | | | | | | | |
|---|-------|--------------------|---------------------------|----------------------------------|-------|---|-------------------|-------|--------|--------------------|---------------------------|----------------------------------|-------|---|-------------------|-------|
| | White | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian | Native Hawaiian or Other Pacific Islander | Two or More Races | Other | White | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian | Native Hawaiian or Other Pacific Islander | Two or More Races | Other |
| Protective Services: Sworn-Patrol Officers | | | | | | | | | | ✓ | | | | | | |
| Protective Services: Non-sworn | | | | | | | | | | ✓ | | | | | | |

Law Enforcement Category Rank Chart

| Job Categories | Male | | | | | | | | Female | | | | | | | |
|---|-------|--------------------|---------------------------|----------------------------------|-------|---|-------------------|-------|--------|--------------------|---------------------------|----------------------------------|-------|---|-------------------|-------|
| | White | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian | Native Hawaiian or Other Pacific Islander | Two or More Races | Other | White | Hispanic or Latino | Black or African American | American Indian or Alaska Native | Asian | Native Hawaiian or Other Pacific Islander | Two or More Races | Other |
| Chief Deputy | | | | | | | | | | | | | | | | |
| Workforce #/% | 0/0% | 1/100% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| Deputy Chief/Assistant Chief | | | | | | | | | | | | | | | | |
| Workforce #/% | 1/50% | 1/50% | 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% |
| Commander | | | | | | | | | | | | | | | | |
| Workforce #/% | 0/0% | 2/100% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| Captain | | | | | | | | | | | | | | | | |
| Workforce #/% | 0/0% | 5/100% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| Lieutenant | | | | | | | | | | | | | | | | |
| Workforce #/% | 0/0% | 8/89% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 1/11% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| Sergeant | | | | | | | | | | | | | | | | |
| Workforce #/% | 0/0% | 22/92% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 2/8% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| Corporal | | | | | | | | | | | | | | | | |
| Workforce #/% | 0/0% | 6/100% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |
| Protective Services: Sworn-Patrol Officers | | | | | | | | | | | | | | | | |
| Workforce #/% | 2/2% | 77/88% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 9/10% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% | 0/0% |

I understand the regulatory obligation under 28 C.F.R. ~ 42.301-.308 to collect and maintain extensive employment data by race, national origin, and sex, even though our organization may not use all of this data in completing the EEO Utilization Report.

I have reviewed the foregoing EEO Utilization Report and certify the accuracy of the reported workforce data and our organization's employment policies.

Certified As Final By: Martin Cuellar

Webb County Sheriff

10-04-2021

[signature]

[title]

[date]