



## Eugene Employee Resource Center

**To:** Police Commission and the Ad-hoc Committee on Hiring/Training and Police Policy

**From:** City of Eugene Employee Resource Center

**Date:** Tuesday, April 06, 2021

**Re:** Data requests

The Employee Resource Center received multiple data requests from both the Police Commission and the Ad-hoc Committee on Police Policy and Hiring and Training. We have prepared this comprehensive memo to be responsive to all requests.

In an effort to advance the City as a welcoming, belonging, and inclusive workplace for all identities and races, the City endeavors to continuously improve data collection and tracking. However, as was mentioned to the Ad-hoc Committee on Police Policy during the December 14th meeting, at this time City demographic employee data collection aligns with Federal reporting requirements.

Current reporting requirements do not offer comprehensive culturally sensitive demographic options. Many reporting requirements fail to capture-or even allow-reporting on all identities, races, and/or genders. Federal reporting guidelines also require supervisors to identify demographic identity for employees who are non-responsive to the question. There are obvious and infinite challenges with this guideline.

For all these reasons, as well as, historically under prioritized efforts related to employee demographics, the information provided- while informative- is an insufficient summary of the Department's workforce demographics.

<b>Police Commission, October 2019</b>	
Table of all EPD hiring broken down by race, ethnicity and calendar year;	Pages 2-3
Table of all EPD SWORN hiring broken down by race, ethnicity and calendar year	Pages 2-3
Table of current EPD employees and their percentages broken down by race and ethnicity	Page 4
Table of EPD Sworn employees by gender, ethnicity and rank	Page 4
<b>Ad-hoc Committee on Police Policy, November 30, 2020</b>	
Job Classifications that are underutilized at EPD according to affirmative action data	Page 5
How does the City measure adverse impact at each stage of recruitment or the hiring process? Is that data tracked at each stage? Is there an adverse impact to BIPOC applicants over white applicants?	Page 6
What percentage of BIPOC people make it through screening, interview, reference checks and probationary period?	Pages 6-9



## Eugene Employee Resource Center

<b>Ad-hoc Committee on Hiring and Training, February 3, 2020</b>	
Demographic data packet from the ERC	Pages 10-17
Current EPD and City of Eugene workforce demographic statistics	Page 18
Racial diversity of EPD Trainers	Page 19

### **EPD hiring broken down by race, ethnicity and calendar year**

<b>All EPD HIRING 2018</b>			
<b>Race/Ethnicity</b>	<b>Female</b>	<b>Male</b>	<b>Grand Total</b>
AMIND	1		1
BLACK		1	1
HISPA	2	1	3
WHITE	13	28	41
<b>Grand Total</b>	<b>16</b>	<b>30</b>	<b>46</b>
<b>ALL SWORN HIRING 2018</b>			
<b>Race/Ethnicity</b>	<b>Female</b>	<b>Male</b>	<b>Grand Total</b>
BLACK		1	1
HISPA	1		1
WHITE	1	24	25
<b>Grand Total</b>	<b>2</b>	<b>25</b>	<b>27</b>

<b>All EPD HIRING 2019</b>			
<b>Race/Ethnicity</b>	<b>Female</b>	<b>Male</b>	<b>Grand Total</b>
BLACK	1		1
HISPA	2	2	4
WHITE	15	29	44
<b>Grand Total</b>	<b>18</b>	<b>31</b>	<b>49</b>
<b>ALL SWORN HIRING 2019</b>			
<b>Race/Ethnicity</b>	<b>Female</b>	<b>Male</b>	<b>Grand Total</b>
BLACK	1		1
HISPA		2	2
WHITE	4	22	26
<b>Grand Total</b>	<b>5</b>	<b>24</b>	<b>29</b>



## Eugene Employee Resource Center

<b>All EPD HIRING 2020</b>			
<b>Race/Ethnicity</b>	<b>Female</b>	<b>Male</b>	<b>Grand Total</b>
AMIND		1	1
ASIAN	1		1
HISPA		1	1
WHITE	10	16	26
<b>Grand Total</b>	<b>11</b>	<b>18</b>	<b>29</b>

<b>ALL SWORN HIRING 2020</b>			
<b>Race/Ethnicity</b>	<b>Female</b>	<b>Male</b>	<b>Grand Total</b>
AMIND		1	1
HISPA		1	1
WHITE	2	11	13
<b>Grand Total</b>	<b>2</b>	<b>13</b>	<b>15</b>

### **Current EPD employees and percentages broken down by race and ethnicity**

<b>ALL EPD EMPLOYEES</b>				
<b>Race/Ethnicity</b>	<b>Female</b>	<b>Male</b>	<b>Grand Total</b>	<b>Percentage</b>
AMIND		5	5	1.45%
ASIAN	4	4	8	2.33%
BLACK	4	4	8	2.33%
HISPA	8	11	19	5.52%
PACIF		1	1	0.29%
Two or more		4	4	1.16%
WHITE	96	203	299	86.92%
<b>Grand Total</b>	<b>112</b>	<b>232</b>	<b>344</b>	

<sup>1</sup> Hispanic is the only ethnicity tracked by the City of Eugene consistent with the Federal reporting guidelines. Eugene counts race and ethnicity together however Census data counts them separately.

<sup>2</sup>The City's collection system does not have an option for applicants to select "other" identifying race or ethnicity.

<sup>3</sup>Employees who identify as more than one race and/or ethnicity are not required to select two or more.

<sup>4</sup>US Census Bureau:

<https://www.census.gov/quickfacts/fact/table/eugencityoregon/PST040219>



## Eugene Employee Resource Center

### Current SWORN Employees by gender, ethnicity and rank

Position	FEMALE				MALE							Grand Total	
	Black	HISPA	WHITE	Female Total	AMIND	ASIAN	BLACK	HISPA	PACIF	Two or More	White		Male Total
Command Staff			3	3	2			1			9	12	15
Police Sergeant		1	1	2		1		2			25	28	30
Police Officer	3		14	17	2	2	3	5	1	3	128	144	161

<sup>1</sup>Command Staff counts include Chief through Lieutenant Ranks.

<sup>2</sup>Bailiff positions are included within the officer count.



## Eugene Employee Resource Center

### Request:

Which Eugene Police Department job classifications are underutilized according to the City of Eugene’s Affirmative Action Plan.

### Response:

The Affirmative Action plan is one of a variety of approaches the City utilizes to advance diversity and equity. The most recent City of Eugene Affirmative Action (AA) Plan can be found by visiting the following [webpage](#). Another approach, the City’s Diversity and Equity Strategic Plans represent ongoing work to enhance community services, representation, and engagement reflective of the City’s diversity and equity goals. The plans can be accessed [here](#). In 2020, the City launched a Belonging [Training](#) aimed at supporting City staff to promote a sense of belonging in our organization and in the community. AA plans have been central to organization wide efforts to advance diversity and equity and the City continues to evaluate the effectiveness of this approach with acknowledgement for the need for additional initiatives to accompany and supplement this tool.

The 2015-2017 City of Eugene’s Affirmative Action Plan identified the following Eugene Police Department job classifications as underutilized by gender or minority status:

<b>Job Group with Underutilization: (Gender)</b>	<b><i>Protective Services:</i></b> Police Officer Police Agent Community Service Officer A
<b>Job Group with Underutilization: (Minority)</b>	<b><i>Technicians:</i></b> Application Support Tech Application Support Tech-Conf Application Support Tech Sr. Communications Specialist 1 Communications Specialist 2 Communications Specialist Lead Communications Supervisor Communications System Analyst Forensic Technician Technical Specialist 2



## Eugene Employee Resource Center

### **Request:**

How does the City measure adverse impact at each stage of recruitment or the hiring process?

- Is that data tracked at each stage?
- Is there an adverse impact to BIPOC applicants over white applicants?

### **Response:**

The City utilizes a recruitment software, NEOGOV, for all City recruitments. This system allows tracking of specific steps within the recruitment process in which the applicant does not proceed. Currently, the staff within the Employee Resource Center run a summary report at the end of each recruitment which can be informative related to the demographics of the applicants within each process. We are beginning to work on identifying metrics and/or measures that will allow use of summary data to inform whether or not there are adverse impacts to Black, Indigenous, People of Color (BIPOC) applicants over white applicants.

Included as part of our response below is a summary report for all Eugene Police Department recruitments broken up by calendar year.

### **Request:**

What percentage of BIPOC people make it through screening, interview, reference checks and the probationary period?

### **Response:**

The following summary charts represent the percentage of EPD BIPOC applicants that progress through the various phases of the recruitment process. Given that each recruitment and hiring process is unique, you will see different phases of the recruitment process in the first column titled Step Type. Importantly, not all EPD recruitment processes involve each of these steps.

The data below represents the calendar year in which the recruitment began. Some recruitments bridge over two calendar years. For example, a recruitment could have started in 2018 but hire numbers from the same recruitment may be reflected in 2019 hire data since the employees were onboarded in the calendar year of 2019.



## Eugene Employee Resource Center

### CALENDAR YEAR: 2018

Step Type	BIPOC Applicants at Step	BIPOC Progressed	% of BIPOC that Progressed
Application received	653	648	99.2%
Minimum qualifications	648	544	83.3%
Supplemental questions	544	302	46.2%
Video testing	302	234	35.8%
CritiCall testing	234	216	33.1%
Written testing	216	113	17.3%
ORPAT	113	104	15.9%
Interview	104	31	4.7%
Background	31	8	1.2%
Psychological evaluation and medical	8	5	0.8%

### CALENDAR YEAR: 2019

Step Type	BIPOC Applicants at Step	BIPOC Progressed	% of BIPOC that Progressed
Application received	787	742	94.3%
Minimum qualifications	742	650	82.6%
Supplemental questions	650	390	49.6%
CritiCall testing	390	185	23.5%
Written testing	185	99	12.6%
ORPAT	99	98	12.5%
Interview	98	19	2.4%
Background	19	4	0.5%
Psychological evaluation and medical	4	2	0.3%



## Eugene Employee Resource Center

### CALENDAR YEAR: 2020

Step Type	BIPOC Applicants at Step	BIPOC Progressed	% of BIPOC that Progressed
Application received	345	341	98.8%
Minimum qualifications	341	272	78.8%
Supplemental questions	272	260	75.4%
CritiCall testing	260	30	8.7%
Interview	30	8	2.3%
Background	8	0	0.0%
Psychological evaluation and medical	0	0	0.0%

<sup>1</sup> There are various reasons in which applicants may not proceed past the application received step such as, incomplete application, not eligible to apply if they have previously failed a background or psychological within the last year, or as was the case in 2019 we used an expedited recruitment process which meant we opened up testing for a specific number of candidates.

<sup>2</sup> These charts reflect applicants only and do not include those that are hired. Once a candidate advances from the Psychological evaluation and Medical phase they move directly to immediate hire or they are placed on an eligibility list. An eligibility list is created when applicants are successful in the recruitment process however there may not be immediate openings. Most eligibility lists are valid for up to six months. For hire data see the charts below.





## Eugene Employee Resource Center

**Percentage of BIPOC employees within the Eugene Police Department who successfully passed their probationary period. The numbers reflect both employees that are not successful in the probationary period and employees who choose on their own to leave during this period.**

### CALENDAR YEAR: 2018

Total EPD Applicants	BIPOC Applicants	%	Total EPD Applicants Hired	BIPOC Applicants Hired	%	Total of Terminations in Probationary Period	BIPOC Terminations in Probationary Period	%
3,706	653	17.62%	46	4	8.69%	11	1	9.09%

### CALENDAR YEAR: 2019

Total EPD Applicants	BIPOC Applicants	%	Total EPD Applicants Hired	BIPOC Applicants Hired	%	Total of Terminations in Probationary Period	BIPOC Terminations in Probationary Period	%
3,710	787	21.21%	49	5	10.20%	19	3	15.79%

### CALENDAR YEAR: 2020

Total EPD Applicants	BIPOC Applicants	%	Total EPD Applicants Hired	BIPOC Applicants Hired	%	Total of Terminations in Probationary Period	BIPOC Terminations in Probationary Period	%
1,574	345	21.91%	29	3	10.34%	8	0	0%

\*Totals are reflective of total EPD applicants. Please note that the probation period for Police Officer, Communication Specialist and Bailiff is 18 months. All other positions are 12 months.



## Eugene Employee Resource Center

### **Request:**

Demographic data packet and background/psychological testing information

### **Comprehensive Background**

A pre-screen background and a comprehensive background investigation are conducted on those candidates being considered for employment within the Eugene Police Department. The background investigation is intended to verify a candidate's qualifications and ensure they meet job requirements for the position in which they are applying. This is a standard practice for law enforcement backgrounds.

Guidelines are subject to periodic review and reevaluation based on changes in national or State of Oregon requirements or at the discretion of department management. There are confidential guidelines that detail the types of criminal activity that cause an applicant to be eliminated from a process, as well as the duration of disqualification.

The comprehensive background investigation for each candidate is conducted by a trained background investigator. The background investigation process is conducted without discrimination on the basis of gender, age, race, color, creed, national origin, marital status, or religious affiliation.

Investigations provide a picture of the candidate's background and includes information relating to criminal history, driving history, biographical data, verification of education and scholastic data, employment background and history, verification of military service background and personal references. Background investigations also include a summary of investigative findings regarding if the applicant meets job requirements for employment with the Eugene Police Department.

Elimination criteria was developed using the Oregon Administrative Rules, Eugene Police Department Policy Manual, CJIS access requirements, and other department guidelines such as internal Eugene Police Department policies and the Police Operations Manual.

Requirements include:

- High School Diploma or GED.
- No felony convictions ever.
- No Class A Misdemeanor convictions within 24 months of application.
- Must meet State requirements including vision, hearing, and standards for basic certification as a law enforcement officer by the Department of Public Safety Standards and Training (DPSST). To view the standards set by DPSST for certification and Oregon Administrative Rule 259-008-0010 please visit the following [website](#).



## Employee Resource Center

- A valid Oregon driver's license, or ability to obtain by date of hire; must pass driving records check and, if hired, maintain a driving record that meets the City's standard. Oregon law requires that an out-of-state license holder must obtain a valid Oregon license (with appropriate endorsements) within 30 days of becoming domiciled in the state (ORS 803.355).

### **Psychological Evaluation**

The Peace Officer Psychological Screening Manual (POST) forms the basis of guidelines and practice. The POST criteria has been validated in pre-employment and is used by the City of Eugene when conducting the psychological evaluation.

The evaluation is a two step process consisting of applicants completing 4-5 hours of psychological questionnaires and a 45-60 minute face-to-face interview with a City of Eugene contracted psychologist.

The current City of Eugene contracted psychologist was recently elected as the Education Chair and a member of the Executive Board of the Police Psychological Services Section of International Association of Chiefs of Police (IACP).

The Peace Officer Psychological Screening Manual can be found here:

<https://post.ca.gov/peace-officer-psychological-screening-manual>

### **Applicant Demographics**

The following information is presented by the Employee Resource Center (ERC) with data collected from internal centralized employee systems. The data is provided with the following qualification, which was also mentioned during the December 4, 2020 Committee meeting: at this time centralized City demographic employee and applicant data collection aligns with Federal reporting requirements. However, current reporting requirements do not offer comprehensive culturally sensitive options. Many reporting requirements fail to capture-or even allow-demographic reporting on race, ethnicity, and gender identity. Federal reporting guidelines also require supervisors to identify demographic identity for employees who are nonresponsive to questions. There are obvious challenges with this.

For all these reasons, including historically under prioritized efforts to collect and advance data driven approaches to employee and applicant demographics, the information provided- while informative- is an insufficient summary of the Department's workforce and applicant demographics. The ERC is continuing its efforts to explore ways to meet Federal reporting requirements, while also advancing a more culturally aware and inclusive workplace.

This portion of data represents both sworn and non-sworn staff. This is intended to provide a more comprehensive snapshot of the available information for the Department.



## Eugene Employee Resource Center

### **Applicant Demographics - FY20 (07/01/2019 – 06/30/2020)**

Candidates have the option of identifying their gender and ethnicity during the initial application submission. These are optional questions the candidate can elect to answer and are not required for the application process. The below data is collected from our recruiting software, NEOGOV, based on candidate responses for gender and ethnicity.

### **3,452 Total Applications Processed**

#### **2,867 Administration Support Workers (Non-Sworn)**

Female – 1,860

Gender Variant – 6

Male – 959

Gender Non – Conforming - 6

Transgender - 5

Unknown - 31

#### **585 Protection Service Workers (Sworn)**

Female – 102

Gender Variant – 0

Male – 473

Gender Non – Conforming - 0

Transgender - 2

Unknown - 8

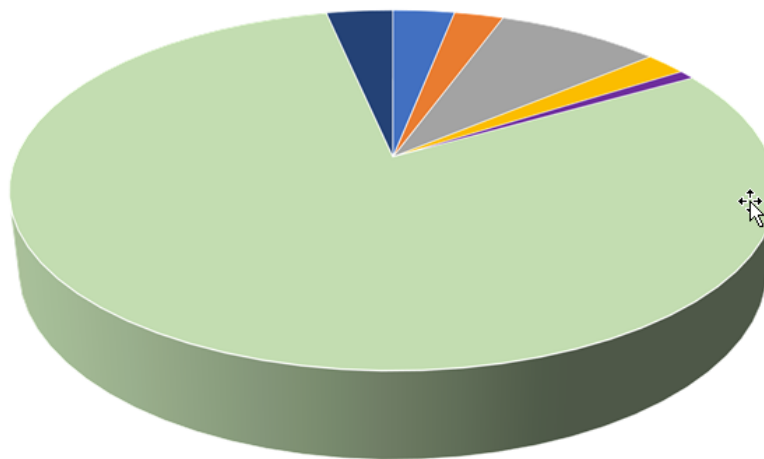


## Employee Resource Center

\*Race and ethnicity are optional selections during the application process. Candidates have the ability to select more than one option.

\*The percentage totals are representative of the total number of applicants who identified with these demographics out of the total number of applications received between 07/01/2019 – 06/30/2020.

### RACE AND ETHNICITY SUMMARY ADMINISTRATION SUPPORT WORKERS (NON-SWORN)



- Asian - 3.10%
- Black or African American - 2.48%
- Hispanic or Latino - 8.27%
- American Indian or Alaska Native - 2.09%
- Native Hawaiian or Other Pacific Islander - 0.80%
- White - 79.91%
- Unknown - 3.35%

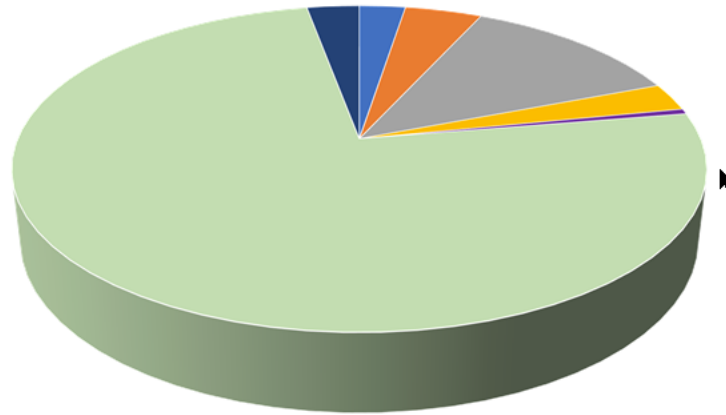
\*Race and ethnicity are optional selections during the application process. Candidates have the ability to select more than one option.

\*The percentage totals are representative of the total number of applicants who identified with these demographics out of the total number of applications received between 07/01/2019 – 06/30/2020.



## Employee Resource Center

### RACE AND ETHNICITY SUMMARY - PROTECTION SERVICE WORKERS (SWORN)



- Asian - 2.56%
- Black or African American - 4.27%
- Hispanic or Latino - 12.31%
- American Indian or Alaska Native - 2.74%
- Native Hawaiian or Other Pacific Islander - 0.51%
- White - 74.70%
- Unknown - 2.91%

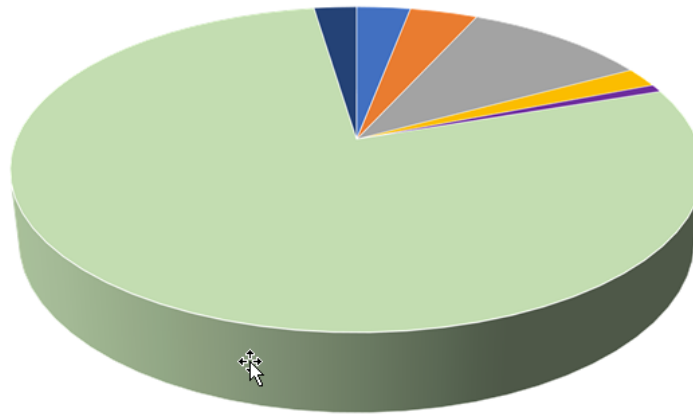
\*Race and ethnicity are optional selections during the application process. Candidates have the ability to select more than one option.

\*The percentage totals are representative of the total number of applicants who identified with these demographics out of the total number of applications received between 07/01/2019 – 06/30/2020.



## Employee Resource Center

### RACE AND ETHNICITY SUMMARY BY GENDER MALE



- Asian - 3.00%
- Black or African American - 3.77%
- Hispanic or Latino - 10.27%
- American Indian or Alaska Native - 1.96%
- Native Hawaiian or Other Pacific Islander - 0.77%
- White - 77.86%
- Unknown - 2.37%

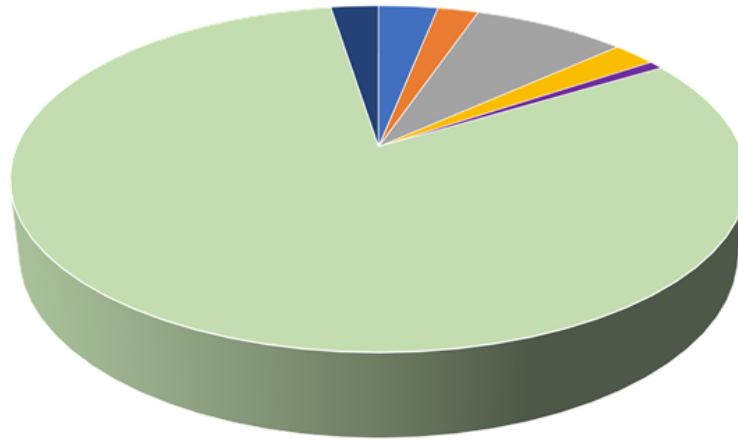
\*Race and ethnicity are optional selections during the application process. Candidates have the ability to select more than one option.

\*The percentage totals are representative of the total number of applicants who identified with these demographics out of the total number of applications received between 07/01/2019 – 06/30/2020.



## Employee Resource Center

### RACE AND ETHNICITY SUMMARY BY GENDER FEMALE



- Asian - 3.11%
- Black or African American - 2.14%
- Hispanic or Latino - 8.05%
- American Indian or Alaska Native - 2.29%
- Native Hawaiian or Other Pacific Islander - 0.76%
- White - 81.14%
- Unknown - 2.50%

\*Race and ethnicity are optional selections during the application process. Candidates have the ability to select more than one option.

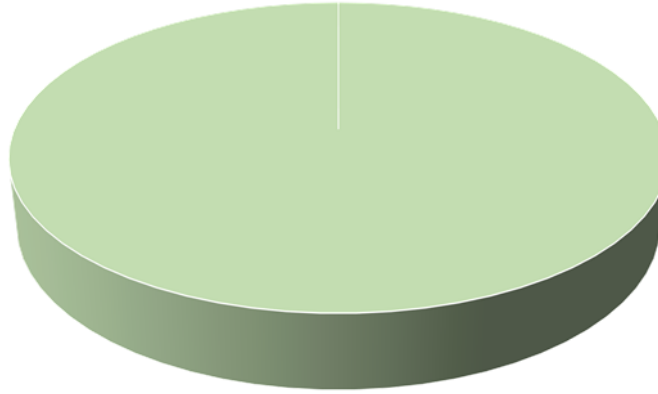
\*The percentage totals are representative of the total number of applicants who identified with these demographics out of the total number of applications received between 07/01/2019 – 06/30/2020.





## Employee Resource Center

RACE AND ETHNICITY SUMMARY BY GENDER  
TRANSGENDER



■ White - 100%



## Employee Resource Center

### Request:

Current EPD and City of Eugene workforce demographic statics.

### Response:

#### EPD Employee Demographics

<b>Ethnicity</b>	<b>Female</b>	<b>Male</b>	<b>Grand Total</b>
AMIND		5	5
ASIAN	4	4	8
BLACK	4	4	8
HISPA	8	11	19
PACIF		1	1
Two or more		4	4
WHITE	96	203	299
<b>Grand Total</b>	<b>112</b>	<b>232</b>	<b>344</b>

#### ALL CITY OF EUGENE EMPLOYEE DATA

<b>Ethnicity</b>	<b>Female</b>	<b>Male</b>	<b>Grand Total</b>
AMIND	6	12	18
ASIAN	16	18	34
BLACK	8	17	25
HISPA	41	54	95
PACIF	2	5	7
Two or more	11	12	23
WHITE	494	839	1333
Unknown			4
<b>Grand Total</b>	<b>578</b>	<b>957</b>	<b>1535</b>



## Employee Resource Center

**Request:**

Racial diversity of EPD Trainers

**Response:**

This list includes any EE who worked as a Field Training Officer since 2/17/2019.

\*N/A is noted for employees who terminated between 2/17/2019 - Present date

<b>Ethnicity</b>	<b>Count of Race/Ethnicity</b>
AMIND	4
ASIAN	2
BLACK	3
HISPA	12
PACIF	1
WHITE	129
#N/A	6
<b>Grand Total</b>	<b>157</b>