

# EEOP Short Form



Tue Feb 24 14:23:13 EST 2009  
City of Stamford [including Police Department]

## Step 1: Introductory Information

**Grant Title:** Arrest Enforcement Program OVW Grant **Grant Number:** 2004-WE-AX-0131

**Grantee Name:** City of Stamford **Award Amount:** \$395,258.00

**Grantee Type:** Local Government Agency

**Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904

**Contact Person:** Ms. Karen Cammarota **Telephone #:** 203-977-5709

**Contact Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904

**DOJ Grant Manager:** Darla Sims **DOJ Telephone #:** 202-514-8818

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**Grant Title:** Arrest Enforcement Program OVW Grant **Grant Number:** 2004-WE-AX-0131

**Grantee Name:** City of Stamford **Award Amount:** \$300,000.00

**Grantee Type:** Local Government Agency

**Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904

**Contact Person:** Ms. Karen Cammarota **Telephone #:** 203-977-5709

**Contact Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904

**DOJ Grant Manager:** Darla Sims **DOJ Telephone #:** 202-514-8818

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**Grant Title:** Justice Assistance Grant **Grant Number:** 2008F7826-CT-DJ

**Grantee Name:** City of Stamford **Award Amount:** \$24,325.00

**Grantee Type:** Local Government Agency

**Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904

**Contact Person:** Ms. Karen Cammarota **Telephone #:** 203-977-5709

**Contact Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904

**DOJ Grant Manager:** Melanie Davis **DOJ Telephone #:** 202-305-7944

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**Grant Title:** Justice Assistance Grant      **Grant Number:** 2005DJBX0930  
**Grantee Name:** City of Stamford      **Award Amount:** \$54,831.00  
**Grantee Type:** Local Government Agency  
**Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904  
**Contact Person:** Ms. Karen Cammarota      **Telephone #:** 203-977-5709  
**Contact Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904  
**DOJ Grant Manager:** Meanie Davis      **DOJ Telephone #:** 202-305-7944

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**Grant Title:** Justice Assistance Grant      **Grant Number:** 2006DJBX0596  
**Grantee Name:** City of Stamford      **Award Amount:** \$33,072.00  
**Grantee Type:** Local Government Agency  
**Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904  
**Contact Person:** Ms. Karen Cammarota      **Telephone #:** 203-977-5709  
**Contact Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904  
**DOJ Grant Manager:** Melanie Davis      **DOJ Telephone #:** 202-305-7944

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**Grant Title:** Justice Assistance Grant      **Grant Number:** 2007DJBX0897  
**Grantee Name:** City of Stamford      **Award Amount:** \$67,018.00  
**Grantee Type:** Local Government Agency  
**Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904  
**Contact Person:** Ms. Karen Cammarota      **Telephone #:** 203-977-5709  
**Contact Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904  
**DOJ Grant Manager:** Melanie Davis      **DOJ Telephone #:** 202-305-7944

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**Grant Title:** COPS:Child Sexual Predator Program  
**Grant Number:** 2008CSWX0003  
**Grantee Name:** City of Stamford  
**Award Amount:** \$141,237.00  
**Grantee Type:** Local Government Agency  
**Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904  
**Contact Person:** Ms. Karen Cammarota  
**Telephone #:** 203-977-5709  
**Contact Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904  
**DOJ Grant Manager:** Scott McNichol  
**DOJ Telephone #:** 202-616-9266

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**Grant Title:** COPS: Secure Our Schools  
**Grant Number:** 2005CKWX0511  
**Grantee Name:** City of Stamford  
**Award Amount:** \$12,975.00  
**Grantee Type:** Local Government Agency  
**Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904  
**Contact Person:** Ms. Karen Cammarota  
**Telephone #:** 202-977-5709  
**Contact Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904  
**DOJ Grant Manager:** Chanel Jones  
**DOJ Telephone #:** 202-616-3557

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**Grant Title:** COPS: Secure Our Schools  
**Grant Number:** 2006CKWX0632  
**Grantee Name:** City of Stamford  
**Award Amount:** \$16,167.00  
**Grantee Type:** Local Government Agency  
**Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904  
**Contact Person:** Ms. Karen Cammarota  
**Telephone #:** 203-977-5709  
**Contact Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904  
**DOJ Grant Manager:** Chanel Jones  
**DOJ Telephone #:** 202-616-3557

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**Grant Title:** COPS: Technology Initiative **Grant Number:** 2006CKWX0198  
**Grantee Name:** City of Stamford **Award Amount:** \$246,807.00  
**Grantee Type:** Local Government Agency  
**Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904  
**Contact Person:** Ms. Karen Cammarota **Telephone #:** 202-977-5709  
**Contact Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904  
**DOJ Grant Manager:** Paulo Oborski **DOJ Telephone #:** 202-514-1741

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**Grant Title:** COPS: Technology Initiative **Grant Number:** 2008CKWX0447  
**Grantee Name:** City of Stamford **Award Amount:** \$93,530.00  
**Grantee Type:** Local Government Agency  
**Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904  
**Contact Person:** Ms. Karen Cammarota **Telephone #:** 203-977-5709  
**Contact Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904  
**DOJ Grant Manager:** Peter Borges **DOJ Telephone #:** 202-616-9420

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**Grant Title:** Project Safe Neighborhoods **Grant Number:** 080225-0100  
**Grantee Name:** City of Stamford **Award Amount:** \$20,000.00  
**Grantee Type:** Local Government Agency  
**Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904  
**Contact Person:** Ms. Karen Cammarota **Telephone #:** 203-977-5709  
**Contact Address:** 888 Washington Blvd.  
Stamford, Connecticut  
06904  
**DOJ Grant Manager:** Robert Spector **DOJ Telephone #:** 203-821-3700

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**Grant Title:** Urban Crime & Community Safety **Grant Number:** 04BF6061351

Program

<b>Grantee Name:</b>	City of Stamford	<b>Award Amount:</b>	\$30,000.00
<b>Grantee Type:</b>	Local Government Agency		
<b>Address:</b>	888 Washington Blvd. Stamford, Connecticut 06904		
<b>Contact Person:</b>	Ms. Karen Cammarota	<b>Telephone #:</b>	203-977-5709
<b>Contact Address:</b>	888 Washington Blvd. Stamford, Connecticut 06904		
<b>DOJ Grant Manager:</b>	Stephen Moniz	<b>DOJ Telephone #:</b>	860-418-6341

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### **Policy Statement:**

City of Stamford Non-Discrimination Policy

The City of Stamford is an equal opportunity employer. A notice to that effect is included on every open competitive and promotional position announcement and in every job advertisement.

A notice that discrimination is illegal is posted prominently on the Human Resources Division bulletin board above the position announcements. This poster also includes instructions on how to file a complaint with the Connecticut Commission on Human Rights and Opportunities.

The sexual harassment policy issued by the City in 1998, as amended in 2008, is distributed to all new employees at orientation. This policy defines sexual harassment and provides instructions on how to file a complaint.

All City policies, practices and programs, whether written or otherwise, relative to recruitment, hiring classification, promotion, advertising, discharge, layoff, training, and compensation, are implemented without regard to age, race, national origin, religion, gender, sexual orientation, ancestry, color, or marital status.

In compliance with the American with Disabilities Act, reasonable accommodation in employment testing is made for applicants with a learning or physical disability who are capable of performing the essential duties of the position.

Applicants with criminal records are evaluated on a case-by-case basis, as it relates to a particular position and in compliance with applicable state and federal laws.

## **Step 4b: Narrative Underutilization Analysis**

Hispanic or Latino Males were overall under-represented showing Officials/Administrators (-3%), Professionals (-2%), Protective Services/Sworn (-6%), Administrative Support (-2%), Skilled Craft (-13%), and Service Maintenance (-7%).

Black or African American Males were under-represented in Sworn Protective Services (-5%) and Officials/Administrators (-2%). However, overall this category was significantly over-represented showing Technicians (+6%), Protective Services/Non-sworn (+19%) and in Service/Maintenance (+7%).

Asian Males were slightly under-represented in Professionals (-1%) and Technicians (-1%) and Protective Services/Non-Sworn (-3%)

White Females overall were under-represented showing Officials/Administrators (-2%), Professionals (-5%), Technicians (-24%), Protective Services/Sworn (-2%), Protective Services/Non-Sworn (-17%), Administrative Support (-7%), Skilled Craft (-1%), Service/Maintenance (-19%).

Hispanic or Latino Females were under-represented showing Officials/Administrators (-2%), Technicians (-2%), Protective Services/Non-Sworn (-2%), Administrative Support (-2%), Skilled Craft (-1%), Service/ Maintenance (-8%). However, this category was over-represented in Professionals (+3%).

## **Step 5 & 6: Objectives and Steps**

### **1. Develop and administer a recruitment approach to facilitate a diverse applicant pool and workforce that represents the surrounding community.**

- a. The City of Stamford is committed to making its workforce reflect the available community labor force. Based on the results of the utilization analysis, and within the constraints of the civil service system that governs all hires and promotions, the City has established the following steps to achieve its goals. The Human Resources Department will post job vacancies in the Stamford Advocate, with the State Department of Labor and other local publications and agencies representing the surrounding communities. This broad advertising approach will facilitate a diverse pool of applicants that represents the area workforce.
- b. Based on the utilization analysis, the City of Stamford identified a need to enhance outreach efforts that focus on increasing our pool of Hispanic or Latino and Female applicants in all job categories. The steps to achieving this include reaching out to local organizations that provide employment services for Hispanic or Latino populations and women's organizations. In addition, the City of Stamford will advertise in Hispanic or Latino publications, as appropriate.

### **2. Encourage minorities including Hispanic or Latino and Black or African American Males to apply for vacancies in the sworn protective services.**

- a. The Human Resources Department will post job vacancies in the Stamford Advocate, with the State Department of Labor and other local agencies and publications representing the surrounding communities. Advertising and posting vacancies throughout Fairfield County will facilitate a diverse pool of applicants that represents the surrounding area workforce.
- b. A recruiting plan was established to develop and execute minority recruitment. The goals and objectives of this plan include community outreach and facilitating an applicant pool that reflects the surrounding available work force. This approach includes visiting college campuses and local community centers, sending out public service announcements and holding interviews on local news and radio stations, and posting vacancies on various diversity recruiting sites.

## **Step 7a: Internal Dissemination**

To ensure that employees are aware of the Equal Employment Opportunity Plan (EEO), a notice will be posted on the bulletin boards throughout the City informing employees of its existence and availability for review. All City of Stamford

examination announcements state that Stamford is an equal employment opportunity employer and that an EEOP is available for their review on the City's website.

New hires attend an orientation program where the City's equal employment opportunity and other City policies are reviewed.

**Step 7b: External Dissemination**

All City of Stamford examination announcements state that Stamford is an equal employment opportunity employer and that an EEOP is available for their review on the City's website.

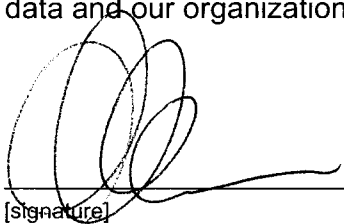
**Utilization Analysis Chart**  
**Relevant Labor Market: Fairfield County, Connecticut**

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	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
<b>Officials/Administrators</b>														
Workforce #/%	29/63%	0/0%	0/0%	0/0%	1/2%	0/0%	0/0%	13/28%	0/0%	2/4%	0/0%	1/2%	0/0%	0/0%
CLS #/%	52,240/58%	2,455/3%	1,630/2%	15/0%	2,275/3%	0/0%	220/0%	26,945/30%	1,425/2%	1,805/2%	55/0%	1,080/1%	0/0%	190/0%
Utilization #/%	5%	-3%	-2%	-0%	-0%	0%	-0%	-2%	-2%	2%	-0%	1%	0%	-0%
<b>Professionals</b>														
Workforce #/%	60/31%	0/0%	4/2%	0/0%	4/2%	0/0%	3/2%	75/39%	9/5%	20/10%	0/0%	13/7%	0/0%	3/2%
CLS #/%	40,965/41%	1,810/2%	1,820/2%	35/0%	2,635/3%	10/0%	415/0%	44,445/44%	1,980/2%	3,580/4%	80/0%	2,005/2%	25/0%	390/0%
Utilization #/%	-9%	-2%	0%	-0%	-1%	-0%	1%	-5%	3%	7%	-0%	5%	-0%	1%
<b>Technicians</b>														
Workforce #/%	40/45%	4/5%	8/9%	0/0%	2/2%	0/0%	0/0%	14/16%	2/2%	14/16%	0/0%	4/5%	0/0%	0/0%
CLS #/%	2,385/33%	320/4%	205/3%	4/0%	205/3%	0/0%	80/1%	2,860/40%	275/4%	720/10%	10/0%	105/1%	4/0%	45/1%
Utilization #/%	12%	0%	6%	-0%	-1%	0%	-1%	-24%	-2%	6%	-0%	3%	-0%	-1%
<b>Protective Services: Sworn</b>														
Workforce #/%	455/81%	30/5%	40/7%	0/0%	2/0%	0/0%	9/2%	18/3%	4/1%	2/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	3,970/64%	680/11%	775/12%	0/0%	45/1%	0/0%	55/1%	345/6%	70/1%	270/4%	0/0%	0/0%	0/0%	10/0%
Utilization #/%	17%	-6%	-5%	0%	-0%	0%	1%	-2%	-0%	-4%	0%	0%	0%	-0%
<b>Protective Services: Non-sworn</b>														
Workforce #/%	51/43%	2/2%	29/24%	0/0%	0/0%	0/0%	0/0%	20/17%	3/3%	13/11%	0/0%	1/1%	0/0%	0/0%
Civilian Labor Force #/%	355/50%	14/2%	40/6%	0/0%	20/3%	0/0%	0/0%	240/34%	35/5%	10/1%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-7%	-0%	19%	0%	-3%	0%	0%	-17%	-2%	10%	0%	1%	0%	0%
<b>Administrative Support</b>														
Workforce #/%	32/20%	1/1%	6/4%	0/0%	1/1%	0/0%	4/3%	67/42%	7/4%	36/23%	0/0%	3/2%	0/0%	2/1%
CLS #/%	30,690/27%	3,310/3%	3,760/3%	30/0%	1,075/1%	15/0%	580/1%	54,585/49%	6,910/6%	8,605/8%	60/0%	1,365/1%	25/0%	900/1%
Utilization #/%	-7%	-2%	0%	-0%	-0%	-0%	2%	-7%	-2%	15%	-0%	1%	-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	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
<b>Skilled Craft</b>														
Workforce #/%	56/89%	1/2%	4/6%	0/0%	0/0%	0/0%	1/2%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	24,895/70%	5,160/14%	2,180/6%	90/0%	470/1%	0/0%	845/2%	1,065/3%	510/1%	310/1%	10/0%	185/1%	0/0%	95/0%
Utilization #/%	19%	-13%	0%	-0%	-1%	0%	-1%	-1%	-1%	-1%	-0%	-1%	0%	-0%
<b>Service/Maintenance</b>														
Workforce #/%	82/35%	18/8%	35/15%	1/0%	1/0%	0/0%	3/1%	7/3%	6/3%	76/32%	0/0%	5/2%	0/0%	2/1%
CLS #/%	26,580/29%	13,495/15%	7,175/8%	70/0%	1,760/2%	4/0%	1,670/2%	20,085/22%	9,815/11%	7,300/8%	50/0%	1,325/1%	20/0%	1,415/2%
Utilization #/%	5%	-7%	7%	0%	-2%	-0%	-1%	-19%	-8%	24%	-0%	1%	-0%	-1%

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 EEOP Short Form.

I have reviewed the foregoing EEOP Short Form and certify the accuracy of the reported workforce data and our organization's employment policies.

A handwritten signature consisting of several overlapping loops and a long horizontal stroke extending to the right.

DIR. of LEGAL AFFAIRS  
ALONG DIRECTOR of HUMAN  
RESOURCES

3/2/09

[signature]

[title]

[date]