

# EEOP Short Form



Wed Nov 30 11:33:17 EST 2011

## Step 1: Introductory Information

<b>Grant Title:</b>	COPS Technology Program	<b>Grant Number:</b>	2009CKWX0542
<b>Grantee Name:</b>	City of Stamford	<b>Award Amount:</b>	\$500,000.00
<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>	Peter Borges	<b>DOJ Telephone #:</b>	202-616-9420

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<b>Grant Title:</b>	Grant to Encourage Arrest Policies & Enforcement of Protection Orders	<b>Grant Number:</b>	2009-We-AX-0002
<b>Grantee Name:</b>	City of Stamford	<b>Award Amount:</b>	\$400,000.00
<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>	Chanell Jones	<b>DOJ Telephone #:</b>	202-305-2379

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<b>Grant Title:</b>	Recovery Act: EdwardByrne Memorial Justice Assistance Grant '09	<b>Grant Number:</b>	2009-SB-B9-1522
<b>Grantee Name:</b>	City of Stamford	<b>Award Amount:</b>	\$374,106.00
<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		



**State Granting Agency:**  
**Contact Name:**  
**Contact Address:**

**Grant Number:**

**Telephone #:**

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**Grant Title:** Justice Assistance Grant ARRA'09 Local Pass Through Project  
**Grant Number:** 09RECJAGLO751135  
**Grantee Name:** City of Stamford  
**Award Amount:** \$75,000.00  
**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:** Lisa Secondo  
**DOJ Telephone #:** 860-418-6391

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**Grant Title:** Justice Assistance Grant 2008  
**Grant Number:** 2008-DJ-BX 0197  
**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:** Patrick Fines  
**DOJ Telephone #:** 202-353-0587

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**Grant Title:** Justice Assistance Grant 2010  
**Grant Number:** 2010-DJ-BX-0176  
**Grantee Name:** City of Stamford  
**Award Amount:** \$72,179.00  
**Grantee Type:** Local Government Agency  
**Address:** 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>	Linda Hill-Franklin	<b>DOJ Telephone #:</b>	202-514-0712

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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 policies issued by the City in 1998, and the Board of Education in 1992, are distributed to all new employees at orientation. Both policies define sexual harassment and provide instruction 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

The City of Stamford continues to feel the impact of the current economic conditions. The Mayor issued a restricted hiring order in January 2010 on full-time employees, except public safety personnel. The hiring restriction was expanded in February 2010 to include police and fire positions. Over the past two years, the City's workforce has been reduced and it is anticipated that it will be very difficult to correct any underutilizations in the job categories until the City's economic conditions improve and/or there is additional Federal and State funding.

### Protective Services Sworn Officials

The City recognizes the underutilization of Hispanic males (-9%) and Black males (-9%). Over the past two years, there has been 1 promotional opportunity in this job category making it difficult to correct any underrepresentation.

### Protective Services Sworn Patrol Officers

The City recognizes the underutilization of females in this job category specifically White females (-37%), Hispanic females (-9%), and Black females (-6%). We anticipate progress in this area through our strategic recruitment approach.

### Protective Services Non-Sworn

There is an underutilization of White males (-12%) and White females (-22%). However, this category was over-represented in Black males (+22%) and Black females (+12%). There have been 24 hiring opportunities in this job category of which resulted in a 29% female hiring rate (7 positions); included in the hires were one white female, two Hispanic females and four Black females resulting in an overall increase in female employees in this category. Should the City have the opportunity to hire candidates in this job category, we will actively recruit to fill the positions with qualified candidates to correct any underrepresentation levels.

## 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, on the City website, 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 the 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 includes reaching out to local organizations that provide employment services for Hispanic or Latino publications, as appropriate.

### 2. Encourage minorities including Hispanic or Latino and Black or African American females to apply for position in the sworn to apply for positions in the sworn protective services

- a. 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 workforce. 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**

The EEOP will be posted electronically on the City's intranet and internet sites, available to all City employees, candidates, vendors and the general public. To ensure that employees are aware of the Equal Employment Opportunity Plan (EEOP), a notice will be posted on the bulletin boards throughout the City informing employees of its existence and its 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**

The EEOP will be posted electronically on the City's intranet and internet sites, available to all City employees, candidates, vendors and the general public.

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 #/%	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 #/%	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 #/%	-58%	-3%	-2%	-0%	-3%	0%	-0%	70%	-2%	-2%	-0%	-1%	0%	-0%
<b>Professionals</b>														
Workforce #/%	1/50%	0/0%	1/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
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%	48%	-0%	-3%	-0%	-0%	-44%	-2%	-4%	-0%	-2%	-0%	-0%
<b>Technicians</b>														
Workforce #/%	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%
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 #/%	67%	-4%	-3%	-0%	-3%	0%	-1%	-40%	-4%	-10%	-0%	-1%	-0%	-1%
<b>Protective Services: Sworn-Officials</b>														
Workforce #/%	55/87%	1/2%	2/3%	0/0%	0/0%	0/0%	0/0%	5/8%	0/0%	0/0%	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 #/%	23%	-9%	-9%	0%	-1%	0%	-1%	2%	-1%	-4%	0%	0%	0%	-0%
<b>Protective Services: Sworn-Patrol Officers</b>														
Workforce #/%	16/177%	15/7%	13/6%	0/0%	1/0%	0/0%	1/0%	13/6%	4/2%	1/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	1,040/31%	140/4%	95/3%	0/0%	55/2%	0/0%	15/0%	1,455/43%	355/10%	210/6%	4/0%	20/1%	0/0%	15/0%
Utilization #/%	46%	3%	3%	0%	-1%	0%	0%	-37%	-9%	-6%	-0%	-1%	0%	-0%
<b>Protective Services: Non-sworn</b>														
Workforce #/%	39/38%	4/4%	28/27%	0/0%	0/0%	0/0%	0/0%	12/12%	5/5%	14/14%	0/0%	1/1%	0/0%	0/0%
CLS #/%	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 #/%	-12%	2%	22%	0%	-3%	0%	0%	-22%	-0%	12%	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>Administrative Support</b>														
Workforce #/%	17/40%	1/2%	1/2%	0/0%	0/0%	0/0%	0/0%	16/37%	0/0%	7/16%	0/0%	0/0%	0/0%	1/2%
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 #/%	12%	-1%	-1%	-0%	-1%	-0%	-1%	-12%	-6%	9%	-0%	-1%	-0%	2%
<b>Skilled Craft</b>														
Workforce #/%	4/100%	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%
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 #/%	30%	-14%	-6%	-0%	-1%	0%	-2%	-3%	-1%	-1%	-0%	-1%	0%	-0%
<b>Service/Maintenance</b>														
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
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 #/%														

### 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	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Protective Services: Sworn-Officials		✓	✓											
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	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>Captain</b>														
Workforce #/%	6/86%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/14%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Lieutenant</b>														
Workforce #/%	7/88%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/12%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Sergeant</b>														
Workforce #/%	42/88%	1/2%	2/4%	0/0%	0/0%	0/0%	0/0%	3/6%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Protective Services: Sworn-Patrol Officers</b>														
Workforce #/%	16/77%	15/7%	13/6%	0/0%	1/0%	0/0%	1/0%	13/6%	4/2%	1/0%	0/0%	0/0%	0/0%	0/0%

