



Equal Employment Opportunity Plan

Short Form

November 22, 2021

Introductory Information - Grants

Grant Title: Regional Law Enforcement Training Academy
Grant Number: 1544417
Grantee Name: Capital Area Council of Governments
Award Amount: \$628,718
Grantee Type: Political Subdivision
Fund Source: SF-State Criminal Justice Planning (421) Fund
Address: 6800 Burleson Bldg 310 Ste 165
Austin TX
78744-2306
Contact Person: Sheila Jennings
Telephone #: 512-916-6006
Contact Address: 6800 Burleson Bldg 310 Ste 165
Austin TX
78744-2306
Granting Agency: Office of the Governor/Criminal Justice Division
Contact Name: Sylvia Garcia
Contact Address: Office of the Governor, Criminal Justice Division
P.O. Box 12428
Austin, Texas
78711-2428

Grant Title: CAPCOG Regional Planning
Grant Number: 2956907
Grantee Name: Capital Area Council of Governments
Award Amount: \$360,802.50
Grantee Type: Political Subdivision
Fund Source: HS-Homeland Security Grant Program (HSGP) CFDA 97.067
Address: 6800 Burleson Bldg 310 Ste 165
Austin TX
78744-2306
Contact Person: Sheila Jennings
Telephone #: 512-916-6006
Contact Address: 6800 Burleson Bldg 310 Ste 165
Austin TX
78744-2306
Granting Agency: Office of the Governor/Public Safety Office
Contact Name: Dorothy Caston
Contact Address: Office of the Governor, Public Safety Office
P.O. Box 12428
Austin, Texas
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Grant Title: DVE CAPCOG - Training and Exercises
Grantee Name: Capital Area Council of Governments
Grantee Type: Political Subdivision

Grant Number: 2956806
Award Amount: \$126,269.99
Fund Source: HS-Homeland Security Grant Program (HSGP) CFDA 97.067

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Contact Person: Sheila Jennings
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Telephone #: 512-916-6006

Granting Agency: Office of the Governor/Public Safety Office
Contact Name: Dorothy Caston
Contact Address: Office of the Governor, Public Safety Office
P.O. Box 12428
Austin, Texas
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Grant Title: Critical Regional Data Coordination
Grantee Name: Capital Area Council of Governments
Grantee Type: Political Subdivision

Grant Number: 4353001
Award Amount: \$83,324.01
Fund Source: CV-Coronavirus Emergency Supplemental Funding Program CFDA 16.034

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Granting Agency: Office of the Governor/Public Safety Office
Contact Name: Jan Adkins
Contact Address: Office of the Governor, Public Safety Office
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Purpose Statement

Capital Area Council of Governments (CAPCOG) is committed to equal employment opportunities to all applicants and employees. It is the right of all persons to work and advance on the basis of merit and ability without regard to race, color, national origin, religion, age, disability, sex, sexual orientation, gender identity, veteran status, or genetic information.

Prohibitions

Employees must not, in their official capacity, discriminate in employment practices against any person because of the persons' race, color, national origin, religion, age, disability, sex, sexual orientation, gender identity, veteran status, or genetic information. "Employment practices" is used to mean all terms and conditions of employment, including, but not limited to, recruiting, advertising, screening, classification, selection, appointment, hiring, assignment, transfer, promotion, demotion, discipline, layoff, termination, leave practices, rates of pay, fringe benefits, or other forms of pay for services rendered.

Narrative: Utilization Analysis

The Utilization Analysis (comparing the CAPCOG employee population as of August 31, 2021, to the relevant labor market workforce (civilian labor force (CLF) as determined by the EEO Tabulation of 2014-2018 American Community Survey, US Census for the Austin–Round Rock–San Marcos MSA) and noted the following:

1. The male to female ratio in all job categories is satisfactory.
2. Asian males and Asian females are under-represented in the Professionals job category in comparison to the civilian labor force percentage.
3. Overall female minority utilization is satisfactory in all job categories and has increased significantly since the last report.
4. Male minority utilization has declined in both Professionals and Administrative Support.
5. Female minority utilization has continued to improve in the categories Officials/Managers and Administrative Support.
6. Of the total employees during this reporting period compared to the reporting period 2019, the male to female ratio changed significantly to 32.26% to 67.74% respectively. Relevant CLF percentages are 47.29% to 52.71% respectively.
7. Of the total employees during this reporting period compared to the reporting period 2019, the total percentage of the minority employees was up 1% percent.
8. Of the total employees during this reporting period compared to the reporting period 2019, the number of male minority employees decreased although the percentage basically remained the same.
9. Of the total employees during this reporting period compared to the reporting period 2019, the percentage of female minority employees increased slightly. CAPCOG percentage of female minority applications was 28.04 percent, above the CLF percentage of 15.50%.

Objectives and Steps

1. Review each posting and hiring procedure to ensure it does not pose a barrier to employment or disproportionately exclude persons based protections provided by Title VII of the Civil Rights Act of 1964. This requires not only reaching all groups in the relevant labor force with position information but also ensuring ease of applying for the positions.
2. Seek more outlets that will reach Hispanic/ Latino, Black, Asian, American Indian or Alaska Native applicants for vacancies in the in all categories, with particular emphasis on Black and Asian applicants.
3. Future analysis:
 - a. Continue to collect voluntary race/ethnicity/gender information from applicants to assist in the continuing analysis of the applicant pool.
 - b. Determine if a more specific list of posting locations would be beneficial for analysis.

Internal Dissemination

1. CAPCOG will post a PDF file of the EEOP Short Form that any user may access and download, on the intranet site SharePoint.
2. CAPCOG will provide a written notice to new hires providing information on how employees can obtain a copy of the EEOP Short Form.

External Dissemination

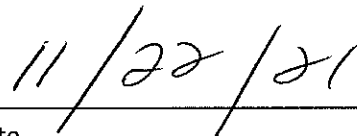
1. CAPCOG will include a written statement on its public website in PDF format of the EEOP Short Form that any user may access and download.

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.



Betty Voights, Executive Director
Capital Area Council of Governments



Date

2021 Utilization Chart																
Race and National Origin																
Male						Female										
Job Categories	White	Hispanic or Latino	Black	Asian	NHW or OPI	Amlnd or ALN	Two or More Races	Unknown	White	Hispanic	Black	Asian	NHW or OPI	Amlnd or ALN	Two or More Races	Unknown
Officials/Managers	Workforce #	6	1						9	1						
	Workforce %	35.29%	5.88%	0.00%	0.00%	0.00%	0.00%	0.00%	52.94%	5.88%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
	CLF #	56520	13970	3435	4905	25	1125	0	36275	10755	2780	2100	15	125	1195	0
	Utilization %	42.37%	10.47%	2.57%	3.68%	0.02%	0.84%	0.00%	27.19%	8.06%	2.08%	1.57%	0.01%	0.09%	0.90%	0.00%
		-7.07%	-4.59%	-2.57%	-3.68%	-0.02%	-0.84%	0.00%	25.75%	-2.18%	-2.08%	-1.57%	-0.01%	-0.09%	-0.90%	

Race and National Origin																
Male						Female										
Job Categories	White	Hispanic	Black	Asian	NHW or OPI	Amlnd or ALN	Two or More Races	Unknown	White	Hispanic	Black	Asian	NHW or OPI	Amlnd or ALN	Two or More Races	Unknown
Professional	Workforce #	12	7	1	1				18	12	6	1				
	Workforce %	20.0%	11.7%	1.7%	1.7%	0.0%	0.0%	0.0%	30.0%	20.0%	10.0%	1.7%	0.0%	0.0%	0.0%	2
	CLF #	108750	26385	7900	18795	105	3085	0	105810	30330	9610	12715	10	300	3430	0
	Utilization %	33.22%	8.06%	2.41%	5.74%	0.03%	0.94%	0.00%	32.32%	9.26%	2.94%	3.88%	0.00%	0.09%	1.05%	0.00%
		-13.22%	3.61%	-0.75%	-4.07%	-0.03%	-0.94%	0.00%	-2.32%	10.74%	7.06%	-2.22%	0.00%	-0.09%	-1.05%	0.00%

No Technician Positions																
Race and National Origin																
Male						Female										
Job Categories	White	Hispanic	Black	Asian	NHW or OPI	Amlnd or ALN	Two or More Races	Unknown	White	Hispanic	Black	Asian	NHW or OPI	Amlnd or ALN	Two or More Races	Unknown
Technicians	Workforce #	0	0	0	0				0	0	0	0	0	0	0	0
	Workforce %															
	CLF #	7460	3815	1005	710	4	135	0	11390	7075	1975	1050	10	15	725	0
	Utilization %	21.09%	10.78%	2.84%	2.01%	0.01%	0.38%	0.00%	32.19%	20.00%	5.58%	2.97%	0.03%	0.04%	2.05%	0.00%
		-21.086%	-10.78%	-2.84%	-2.01%	-0.01%	-0.38%	0.00%	-32.19%	-20.00%	-5.58%	-2.97%	-0.03%	-0.04%	-2.05%	

Race and National Origin																
Male						Female										
Job Categories	White	Hispanic	Black	Asian	NHW or OPI	Amlnd or ALN	Two or More Races	Unknown	White	Hispanic	Black	Asian	NHW or OPI	Amlnd or ALN	Two or More Races	Unknown
Administrative Support Workers	Workforce #	2							7	5	1					
	Workforce %	12.50%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	43.75%	31.25%	6.25%	0.00%	0.00%	0.00%	0.00%	1
	CLF #	20160	11770	3350	1830	40	1050	0	50660	28490	8530	3100	100	110	2125	0
	Utilization %	15.34%	8.96%	2.55%	1.39%	0.03%	0.80%	0.00%	38.56%	21.68%	6.49%	2.36%	0.08%	0.08%	1.62%	0.00%
		-2.84%	-8.96%	-2.55%	-1.39%	-0.03%	-0.80%	0.00%	5.19%	9.57%	-0.24%	-2.36%	-0.08%	-0.08%	-1.62%	