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# EEOP Utilization Report



Tue Dec 20 14:44:58 EST 2016

## Step 1: Introductory Information

**Grant Title:** STOP VAWA **Grant Number:** 2016-WF-AX-0036  
**Grantee Name:** King County Prosecuting Attorney's Office **Award Amount:** \$62,218.00

**Grantee Type:** Local Government Agency

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**Address:** 516 3rd Avenue, #554  
Seattle, Washington  
98104

**Contact Person:** Tracy Orcutt **Telephone #:** 206-477-1868

**Contact Address:** 516 3rd Avenue, #554  
Seattle, Washington  
98104

**State Granting Agency:** Washington State Dept. of Commerce **Grant Number:** F16-31103-051

**Contact Name:** Cheryl Rasch

**Contact Address:** PO Box 42525, 1011 Plum St. SE  
Olympia, Washington  
98501

**Telephone #:** 360-725-2870

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**Grant Title:** STOP Sexual Assault **Grant Number:** 2016-WF-AX-0036  
**Grantee Name:** King County Prosecuting Attorney's Office **Award Amount:** \$49,752.00

**Grantee Type:** Local Government Agency

**Address:** 516 3rd Avenue, #554  
Seattle, Washington  
98104

**Contact Person:** Tracy Orcutt **Telephone #:** 206-477-1868

**Contact Address:** 516 3rd Avenue, #554  
Seattle, Washington  
98104

**State Granting Agency:** Washington State Dept. of Commerce **Grant Number:** F16-31103-104

**Contact Name:** Cheryl Rasch

**Contact Address:** PO Box 42525, 1011 Plum At. SE  
Olympia, Washington  
98501

**Telephone #:** 360-725-2870

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<b>Grant Title:</b>	Police Prosecutor Partnership	<b>Grant Number:</b>	2016-DG-BXK002
<b>Grantee Name:</b>	King County Prosecuting Attorney's Office	<b>Award Amount:</b>	\$982,420.00
<b>Grantee Type:</b>	Local Government Agency		
<b>Address:</b>	516 3rd Ave, #554 Seattle, Washington 98104		
<b>Contact Person:</b>	Karissa Taylor	<b>Telephone #:</b>	206-477-1213
<b>Contact Address:</b>	516 3rd Avenue, #554 Seattle, Washington 98104		
<b>DOJ Grant Manager:</b>	Carrie Booth	<b>DOJ Telephone #:</b>	202-305-7426

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**Policy Statement:**

King County Prosecuting Attorney's Office EEO Policy

The King County Prosecuting Attorneys Office is an equal employment opportunity employer. We do not discriminate in hiring or employment on the basis of race, color, religion, sex, national origin, ancestry, age, marital or veteran status, disability, sexual orientation (including gender identity), or any protected status. We value diversity and strive to hire a workforce that reflects the community we serve.

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

The King County Prosecuting Attorney's Office (KCPAO) reviewed the Utilization Analysis, comparing the KCPAO workforce to the relevant labor market, and noted the following observations:

1. White males are significantly under represented in the following categories: Professionals (-9%), and Administrative Support (-21%).
2. Asian males are significantly under represented in the Professionals category (-6%)

The KCPAO is committed to equal employment and a diverse workforce that reflects the community we serve. Our current objectives are designed to sustain and improve past efforts to attract and retain staff that represent all groups in the local labor market.

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

### **1. Review recruitment and retention practices to insure no adverse impacts on any particular group of applicants or staff.**

- a. Perform exit interviews to determine if a) any adverse impacts exist for any specific group of staff, and/or b) improvements can be made to promotion and retention practices.
- b. Review screening and interview practices for adverse impacts in hiring decisions, to include unconscious bias, language, job requirements and interview questions.

### **2. To encourage recruitment for vacant positions from all diverse racial and ethnic groups, with an emphasis on under represented groups,**

- a. The KCPAO will review internal employment data and recruitment practices to determine an action plan within three months of the date of this EEOP to attract more Asian male professionals, including attorneys, investigators and supervisors, as well as other underrepresented groups. Within 12 months of the date of this EEOP we will review our action plan and evaluate our progress.
- b. The KCPAO has received applications from diverse groups of candidates as a result of the Office's participation in the annual North West Minority Job Fair and targeted outreach to minority law student groups at the University of Washington School of Law and Seattle University Law School. The Office will continue this outreach and seek additional public outlets for recruitment efforts.

In addition, the KCPAO will renew efforts to advertise for vacancies in publications targeted at various minority groups and in non-English-speaking publications. For specific victim advocate positions, we will add language to encourage bi-lingual candidates to apply.

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

1. Post the EEOP Utilization Report on the KCPAO SharePoint site, accessible to all KCPAO staff, and distribute information on this posting and where to find it through the KCPAO newsletter.
2. Send electronic copies of the EEOP Utilization Report to all division Chiefs and deputies, and to supervisors.
3. Electronic and/or hard copies of the EEOP Utilization Report will be available on request from the KCPAO Human Resource Office.

## **Step 7b: External Dissemination**

1. Post a copy of the KCPAO EEOP Utilization Report on the KCPAO public website.
2. Electronic and/or hard copies of the EEOP Utilization Report will be available to individuals and community groups on request from the KCPAO Administrative Office.

3. Electronic and/or hard copies of the EEOP Utilization Report will be available to contractors and vendors on request from the KCPAO Administrative Office. Equal employment and non-discrimination language is included in all King County contracts.

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**Utilization Analysis Chart**  
**Relevant Labor Market: King County, Washington**

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
<b>Officials/Administrators</b>																
Workforce #/%	2/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	3/50%	0/0%	0/0%	0/0%	1/17%	0/0%	0/0%	0/0%
CLS #/%	90,560/47%	3,795/2%	3,100/2%	470/0%	10,590/6%	180/0%	2,100/1%	735/0%	61,945/32%	3,065/2%	2,900/2%	520/0%	8,860/5%	140/0%	1,675/1%	450/0%
Utilization #/%	-14%	-2%	-2%	-0%	-6%	-0%	-1%	-0%	18%	-2%	-2%	-0%	12%	-0%	-1%	-0%
<b>Professionals</b>																
Workforce #/%	95/31%	7/2%	8/3%	2/1%	8/3%	0/0%	0/0%	0/0%	150/48%	6/2%	14/5%	2/1%	16/5%	0/0%	2/1%	0/0%
CLS #/%	114,240/4%	4,760/2%	4,655/2%	260/0%	25,935/9%	315/0%	2,495/1%	820/0%	100,705/35%	4,595/2%	3,885/1%	675/0%	20,245/7%	580/0%	2,520/1%	910/0%
Utilization #/%	-9%	1%	1%	1%	-6%	-0%	-1%	-0%	13%	0%	3%	0%	-2%	-0%	-0%	-0%
<b>Technicians</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	12,585/40%	705/2%	790/2%	65/0%	2,540/8%	15/0%	405/1%	135/0%	10,255/32%	475/1%	570/2%	15/0%	2,890/9%	20/0%	275/1%	55/0%
Utilization #/%																
<b>Protective Services:</b>																
<b>Sworn</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	8,900/55%	990/6%	1,155/7%	170/1%	1,145/7%	95/1%	205/1%	275/2%	2,485/15%	125/1%	205/1%	40/0%	155/1%	40/0%	60/0%	30/0%
Utilization #/%																
<b>Protective Services: Non-sworn</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
Civilian Labor Force #/%	610/35%	10/1%	50/3%	15/1%	75/4%	10/1%	14/1%	0/0%	685/40%	30/2%	35/2%	10/1%	135/8%	0/0%	45/3%	0/0%
Utilization #/%																
<b>Administrative Support</b>																
Workforce #/%	13/7%	2/1%	1/1%	0/0%	4/2%	0/0%	0/0%	0/0%	109/63%	4/2%	11/6%	4/2%	20/11%	3/2%	3/2%	0/0%
CLS #/%	78,910/28%	5,945/2%	5,495/2%	535/0%	12,770/5%	860/0%	2,485/1%	1,065/0%	125,595/4%	9,230/3%	9,200/3%	1,360/0%	19,385/7%	1,395/0%	4,460/2%	1,910/1%

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
	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%	%
Utilization #/%	-21%	-1%	-1%	-0%	-2%	-0%	-1%	-0%	18%	-1%	3%	2%	5%	1%	0%	-1%
<b>Skilled Craft</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	60,170/68%	11,045/12%	2,355/3%	605/1%	5,480/6%	610/1%	1,280/1%	655/1%	3,765/4%	475/1%	500/1%	45/0%	1,140/1%	65/0%	174/0%	25/0%
Utilization #/%																
<b>Service/Maintenance</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	79,455/32%	23,460/9%	11,275/5%	975/0%	17,635/7%	1,940/1%	3,185/1%	1,680/1%	62,325/25%	13,895/6%	8,295/3%	715/0%	19,005/8%	870/0%	2,790/1%	1,145/0%
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	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
Professionals	✓				✓											
Administrative Support	✓															




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 Utilization Report.

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

Certified As Final By: Leesa Manion

KCPAO Chief of Staff

12-20-2016



[signature]

[title]

12-20-2016

[date]