

EEO Utilization Report

Organization Information

Name: New Britain Police Department

City: New Britain

State: CT

Zip: 06051

Type: County/Municipal Law Enforcement

Step 1: Introductory Information

Policy Statement:

The following excerpt comes from the City of New Britain Affirmative Action/Equal Employment Opportunity Policy.

Employees shall be notified of the existence of the City's Affirmative Action Program through the Policy Statement. Hence, employees are advised that all aspects of employment, including job opportunity, training programs, social events, etc., will be available to all regardless of their race, color, sexual orientation, gender, gender identity, national origin, ancestry, religion, age, physical disability, mental retardation, marital status, present or past history of mental disorder, learning disability, criminal record, or veteran status. Additionally, employees are advised to contact their supervisors, the Affirmative Action Officer or the Director of Human Resources concerning problems they may have including those involving discrimination questions.

Please see attached.

Step 4b: Narrative of Interpretation

The City of New Britain Police Department has reviewed the Underutilization Chart and determined the following areas of underutilization:

1. Hispanic males were significantly under-represented in the Protective Services Sworn Patrol Officers category. In comparison to the relevant labor market the under-representation was (-6%).
2. White females were significantly under-represented in the following job categories: Protective Services Sworn Patrol Officers (-14%).
3. Hispanic females were significantly under-represented in the following job categories: Protective Services Sworn Patrol Officers (-10%).
4. Black females were significantly under-represented in the following job categories: Protective Services Sworn Patrol Officers (-7%).

The City of New Britain makes every effort to hire a workforce that is reflective of the community the Police Department serves, which consists of a high concentration of Polish, Black and Hispanic residents. Under the Civil Service Merit Rules, Rule IV, Method of Filling Vacancies, Section D, Certification of Eligibles calls for in the event of filling a vacancy from an open competitive certified employment list, the names certified to the appointing authority shall be those of the five (5) persons standing highest on the certified employment list plus the next three (3) highest ranked names on the certified employment list of individuals who are domiciled in the City of New Britain, if available. This is known in the City as the Rule of Five Plus Three. This same rule applies with promotions.

Step 5: Objectives and Steps

1. Our objective is to provide equal employment opportunities for Hispanic male applicants when our organization has vacancies or promotional opportunities within the Protective Services Sworn Patrol Officer category. In addition our organization continues to increase recruitment and outreach to this underutilized category.

- a. When a vacant Protective Services Sworn Patrol Officer position becomes available to be filled, the City's Human Resources department posts the vacancy in the Hartford Courant and the New Britain Herald as well as the City's and New Britain Police Departments websites. If there are professional associations or organizations, the Human Resources Director will reach out to them to let their membership know of the open position.
- b. With Police positions the City uses multiple venues to reach any and all interested applicants. In fiscal year 2015-2016 they posted positions on www.policeapp.com, CT POST Police Academy, www.Policeone.com and they notified numerous minority and community organizations, colleges and churches. The Police Department even informed the CT Puerto Rican Forum, Spanish Community Organization, and New Britain Latino Coalition that the City was in the process of hiring patrol officers. The New Britain Police Department continues to be heavily involved with the Hispanic community and is doing every effort it can to provide equal employment opportunities to the Hispanic community that makes up a sizeable demographic of the City of New Britain.
- c. In February 2017, the City of New Britain started a police academy in which the City hired 8 patrol officers. Of that figure, there were 3 Black male patrol officers and 1 Hispanic male patrol officer.

2. Our objective is to provide equal employment opportunities for White females when our organization fills vacancies that become available in the Protective Services Sworn Patrol Officers category.

- a. When a vacant Protective Services Sworn Patrol Officer position becomes available to be filled, the City's Human Resources department posts the vacancy in the Hartford Courant and the New Britain Herald as well as the City's and New Britain Police Departments websites. If there are professional associations or organizations, the Human Resources Director will reach out to them to let their membership know of the open position.
- b. With Police positions the City uses multiple venues to reach any and all interested applicants. In fiscal year 2015-2016 they posted positions on www.policeapp.com, CT POST Police Academy, www.Policeone.com and they notified numerous minority and community organizations, colleges and churches. The Police Department even informed the Central CT State University Womens Services and YWCA that the City was in the process of hiring

patrol officers. The New Britain Police Department continues to be heavily involved with the Caucasian community and is doing every effort it can to provide equal employment opportunities to the Caucasian community that makes up a sizeable demographic of the City of New Britain.

c.

In December 2015, the City of New Britain finished up a police academy in which the City hired 6 female patrol officers. Of the 6 female patrol officers: 2 are White, 1 is Black and 3 are Hispanic.

3. Our objective is to provide equal employment opportunities for Hispanic females when our organization fills vacancies that become available in the Protective Services Sworn Patrol Officers category.

a. When a vacant Protective Services Sworn Patrol Officer position becomes available to be filled, the City's Human Resources department posts the vacancy in the Hartford Courant and the New Britain Herald as well as the City's and New Britain Police Departments websites. If there are professional associations or organizations, the Human Resources Director will reach out to them to let their membership know of the open position.

b. With Police positions the City uses multiple venues to reach any and all interested applicants. In fiscal year 2015-2016 they posted positions on www.policeapp.com, CT POST Police Academy, www.Policeone.com and they notified numerous minority and community organizations, colleges and churches. The Police Department even informed the Central CT State University Womens Services, CT Puerto Rican Forum, Spanish Community Organization, and New Britain Latino Coalition that the City was in the process of hiring patrol officers. The New Britain Police Department continues to be heavily involved with the Hispanic community and is doing every effort it can to provide equal employment opportunities to the Hispanic community that makes up a sizeable demographic of the City of New Britain.

c. In December 2015, the City of New Britain finished up a police academy in which the City hired 6 female patrol officers. Of the 6 female patrol officers: 2 are White, 1 is Black and 3 are Hispanic.

4. Our objective is to provide equal employment opportunities for Black females when our organization fills vacancies that become available in the Protective Services Sworn Patrol Officers category.

a. When a vacant Protective Services Sworn Patrol Officer position becomes available to be filled, the City's Human Resources department posts the vacancy in the Hartford Courant and the New Britain Herald as well as the City's and New Britain Police Departments websites. If there are professional associations or organizations, the Human Resources Director will reach out to them to let their membership know of the open position.

b. With Police positions the City uses multiple venues to reach any and all interested applicants. In fiscal year 2015-2016 they posted positions on www.policeapp.com, CT POST Police Academy, www.Policeone.com and they notified numerous minority and community organizations, colleges and churches. The Police Department even informed the Central CT State University Womens Services, NAACP Greater Hartford Chapter, and the New Britain Branch NAACP that the City was in the process of hiring patrol officers. The New Britain Police Department continues to be heavily involved with the African American community and is doing every effort it can to provide equal employment opportunities to the African American community that makes up a sizeable demographic of the City of New Britain.

c. In December 2015, the City of New Britain finished up a police academy in which the City hired 6 female patrol officers. Of the 6 female patrol officers: 2 are White, 1 is Black and 3 are Hispanic.

Step 6: Internal Dissemination

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1. Post a copy of the EEOP Utilization Report on the Police Departments intranet service, in-house electronic communication network along with all policies, rules of conduct, and regulations.
2. A printed copy of the EEOP Utilization Report is available upon request.
3. A hard copy of the EEOP Utilization Report is among the materials displayed in the Office of the Police Chief for anyone's review.
4. The Police Department will notify all employees of the availability of the EEOP Utilization Report.

Step 7: External Dissemination

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1. Post a copy of the EEOP Utilization Report on the Police Departments public website.

2. A printed copy of the EEOP Utilization Report is available upon request.
3. A hard copy of the EEOP Utilization Report is among the materials displayed in the Human Resources Office where applicants and promotional candidates go to drop off their applications for vacancies.
4. A hard copy of the EEOP Utilization Report is among the materials displayed on the Finance Department bulletin board for anyone's review including contractors and vendors.

Utilization Analysis Chart
Relevant Labor Market: Hartford 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	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
Officials/Administrators																
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%	0/0%	0/0%
CLS #/%	35,580/49%	1,455/2%	1,810/3%	10/0%	1,950/3%	0/0%	190/0%	155/0%	25,990/36%	1,545/2%	2,215/3%	50/0%	875/1%	20/0%	200/0%	185/0%
Utilization #/%	51%	-2%	-3%	-0%	-3%	0%	-0%	-0%	-36%	-2%	-3%	-0%	-1%	-0%	-0%	-0%
Professionals																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	41,970/38%	2,100/2%	3,405/3%	55/0%	3,815/3%	0/0%	400/0%	355/0%	47,995/43%	2,745/2%	4,430/4%	25/0%	2,445/2%	0/0%	525/0%	180/0%
Utilization #/%																
Technicians																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	6,000/38%	525/3%	380/2%	40/0%	645/4%	0/0%	20/0%	10/0%	6,295/40%	535/3%	875/5%	10/0%	485/3%	45/0%	48/0%	10/0%
Utilization #/%																
Protective Services: Sworn-Officials																
Workforce #/%	35/74%	2/4%	2/4%	0/0%	2/4%	0/0%	0/0%	0/0%	3/6%	1/2%	1/2%	0/0%	1/2%	0/0%	0/0%	0/0%
CLS #/%	5,185/61%	865/10%	945/11%	0/0%	50/1%	0/0%	49/1%	10/0%	755/9%	320/4%	355/4%	25/0%	0/0%	0/0%	0/0%	4/0%
Utilization #/%	14%	-6%	-7%	0%	4%	0%	-1%	-0%	-2%	-2%	-2%	-0%	2%	0%	0%	-0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	92/74%	9/7%	10/8%	0/0%	1/1%	0/0%	0/0%	0/0%	4/3%	6/5%	1/1%	0/0%	0/0%	0/0%	1/1%	0/0%
Civilian Labor Force #/%	10,380/31%	4,705/14%	3,370/10%	0/0%	540/2%	0/0%	335/1%	265/1%	5,910/17%	4,990/15%	2,720/8%	15/0%	230/1%	0/0%	194/1%	170/1%
Utilization #/%	44%	-7%	-2%	0%	-1%	0%	-1%	-1%	-14%	-10%	-7%	-0%	-1%	0%	0%	-1%
Protective Services: Non-sworn																

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
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	495/46%	24/2%	40/4%	0/0%	0/0%	0/0%	15/1%	0/0%	380/35%	20/2%	100/9%	0/0%	0/0%	0/0%	0/0%	10/1%
Utilization #/%																
Administrative Support																
Workforce #/%	8/33%	1/4%	1/4%	0/0%	0/0%	0/0%	0/0%	0/0%	8/33%	5/21%	0/0%	0/0%	1/4%	0/0%	0/0%	0/0%
CLS #/%	38,510/28%	4,115/3%	5,425/4%	160/0%	1,520/1%	0/0%	335/0%	280/0%	65,185/47%	9,975/7%	10,325/7%	115/0%	1,925/1%	30/0%	720/1%	370/0%
Utilization #/%	6%	1%	0%	-0%	-1%	0%	-0%	-0%	-14%	14%	-7%	-0%	3%	-0%	-1%	-0%
Skilled Craft																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	28,750/76%	3,710/10%	1,985/5%	20/0%	620/2%	0/0%	420/1%	160/0%	1,495/4%	290/1%	225/1%	0/0%	115/0%	0/0%	0/0%	0/0%
Utilization #/%																
Service/Maintenance																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	41,450/36%	12,850/11%	8,300/7%	90/0%	1,950/2%	15/0%	275/0%	405/0%	28,805/25%	10,070/9%	7,995/7%	40/0%	1,785/2%	65/0%	520/0%	485/0%
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
Protective Services: Sworn-Patrol Officers		✓							✓	✓	✓					

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	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
Chief																
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%	0/0%	0/0%
Captain																
Workforce #/%	3/100%	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%	0/0%	0/0%
Lieutenant																
Workforce #/%	2/40%	1/20%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/20%	1/20%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Sergeant																
Workforce #/%	18/78%	1/4%	2/9%	0/4%	1/4%	0/0%	0/0%	0/0%	1/4%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Detective																
Workforce #/%	11/73%	0/0%	0/0%	0/7%	1/7%	0/0%	0/0%	0/0%	1/7%	0/0%	1/7%	0/0%	1/7%	0/0%	0/0%	0/0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	92/74%	9/7%	10/8%	0/1%	1/1%	0/0%	0/0%	0/0%	4/3%	6/5%	1/1%	0/0%	0/0%	0/0%	1/1%	0/0%

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 EEO Utilization Report.

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

Certified As Final By: Jonathan M. Perugini

Deputy Finance Director

04-14-2017

[signature]

[title]

[date]