



**WORKFORCE DIVERSITY COMMITTEE**

**Wednesday, October 3, 2018**  
**1:30 PM, Board Room**  
 2950 Peralta Oaks Court, Oakland, CA 94605

The following agenda items are listed for Committee consideration. In accordance with the Board Operating Guidelines, no official action of the Board will be taken at this meeting; rather, the Committee's purpose shall be to review the listed items and to consider developing recommendations to the Board of Directors.

**AGENDA**

<u>STATUS</u>	<u>TIME</u>	<u>ITEM</u>	<u>STAFF</u>
(I, D)	1:30 p.m.	Discussion of Workforce Diversity Reports	Walsh
(D)	2:30 p.m.	Public Comments	
	3:00 p.m.	Adjournment	

(R) Recommendation for Future Board Consideration  
 (I) Information  
 (D) Discussion

Future Meeting Dates:  
 October 2019

Workforce Diversity Committee Members:  
 Dee Rosario, Whitney Dotson, Board Representatives  
 Ellen Corbett, Board Representative Alternate  
 Kip Walsh, Management Representative  
 Cole Sanchez, AFSCME Representative

Distribution/Agenda

Bob Nisbet  
 Anthony Ciaburro  
 Carol Johnson  
 Jim O'Connor  
 Carol Victor

Norman LaForce  
 L. Daniel Levy

Distribution/Full Packet

Dee Rosario  
 Whitney Dotson  
 Ellen Corbett  
 Robert E. Doyle  
 Ana Alvarez  
 Yolande Barial-Knight  
 Leonard Bellow  
 Erika Corral  
 Jamie LeBow  
 Chris Newey  
 Cole Sanchez  
 Carolyn Kriso  
 Dominique Williams

# EAST BAY REGIONAL PARK DISTRICT



## HUMAN RESOURCES DEPARTMENT

### Interoffice Memorandum

**DATE:** October 3, 2018  
**TO:** Workforce Diversity Committee (see distribution)  
**FROM:** Kip Walsh, Chief Human Resources Officer / Equal Employment Opportunity Officer  
**SUBJECT:** Workforce Diversity – For Reporting Year Ending June 30, 2018

---

The East Bay Regional Park District (Park District) has for many years reported on its workforce in accordance with the regulations of the federal Equal Employment Opportunities Office (EEO) guidelines. The report is provided to the Workforce Diversity Committee annually in accordance with the Park District's Memorandum of Understanding with AFSCME Local 2428. The reporting provides a particular window into understanding the makeup of the Park District's employees and covers the period of July 1, 2017 through June 30, 2018. The major topics in this report include a numerical breakdown of new hires, promotions, and turnover rate for the reporting year, along with analysis of the information provided.

This year's statistics continue to reflect an overall positive pattern for demonstrating the Park District's commitment to Equal Employment Opportunity to and providing all employees with a workplace where once employed, few want to leave. At the same time, certainly there are areas to improve efforts and work towards a more inclusive workforce in all job categories.

#### REGULAR STATUS NEW HIRES

The Park District hired 65 new regular status employees (full and part-time) during the one-year reporting period. The breakdown is as follows: 35 males (54%), and 30 females (46%). Of these new hires, 22 (34%) have self-identified as belonging to a racial group determined by the Equal Employment Opportunity Commission as a "protected class" (see Section D of the 2017 EEO-4 form). In review of the hiring statistics over the last ten years, the percentage of females hired has ranged from 21% (2014) to 54% (2017), with a decrease in hiring of females (46% in 2018) and the percentage of self-identified minorities has ranged from 35% (2016), to 24% (2017) and increased to 34% in 2018.

#### PROMOTIONS

A "promotion" is defined as an existing regular status Park District employee (full and part-time) moving to a higher compensating position within the Park District. Accordingly, the Park District promoted 34 individuals in 2018 as follows: 15 males (44%), and 19 females (56%). Overall, there was a decrease in promotions from 2017 (36), however, the number of promotions of females increased in 2018 to 56% from 25% in 2017.

Of the 2018 promotions, 11 (32%) are self-identified minorities; this is an increase of promotions from the 8 (26%) self-identified minorities promoted in 2017.

## UPWARD MOBILITY

Temporary and Seasonal employees continue to be a significant resource from which to hire regular status employees. Of the 65 new hires during the reporting period, 14 (22%) were temporary or seasonal employees who experienced upward mobility into a regular status employee. This group consisted of 10 males (71%), and 4 females (29%). Of those with upward mobility, 6 (43%) are self-identified minorities. The total number of staff with upward mobility in 2018 is a decrease from 2017 where 19 seasonal or temporary employees came into regular status.

## TURNOVER

The Park District's turnover rate for this reporting period is 6.60 %; a decrease from last year's 8.13%.

During the reporting period, 47 individuals separated from Park District employment. Of the total employee separations, 20 (43%) were retirements, 23 (49%) were voluntary resignations, and 4 (9%) employees were terminated for cause. This is a decrease from the 2017 turnover rate.

## LOOKING FORWARD

The Park District's employees are its most valued resource. The Human Resources Department looks forward in 2019 to expanding its recruitment outreach, training, and workforce development efforts to deepen our commitment to being inclusive and an employer of choice.

### Attachments:

- A – Section D of 2017 EEO-4 form detailing Race/Ethnic Categories
- B – Minority/Female Breakdown of Regular Workforce by Division/Department
- C – Race & Ethnicity/Gender Breakdown of Regular Workforce by EEOC Job Category
- D – Race & Ethnicity/Gender Breakdown Compared Over Time
- E – New Hires, Promotions and Upward Mobility by Job Classification
- F – Turnover Stats by Race, Gender and Reason

### **Distribution:**

Director Dee Rosario  
Director Whitney Dotson  
Director Ellen Corbett, Alternate

Robert E. Doyle, General Manager  
Dr. Ana M. Alvarez, Deputy General Manager  
Yolande Barial Knight, Clerk of the Board  
Leonard Bellow, Human Resources Analyst II  
Erika Corral, Human Resources Analyst II  
Jamie Lebow, Human Resources Analyst II

Chris Newey, AFSCME President  
Carolyn Kriso, AFSCME  
Cole Sanchez, AFSCME  
Dominique Williams, AFSCME



48. 70.0 PLUS															
---------------	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

EEOC FORM 164, FEB 97 (Previous Editions are Obsolete)

African

Hawaiian  
Pacific

Indian or  
Native

more

African

Hawaiian  
Pacific

Indian or  
Native

more

PAGE 2

SAMPLE

**EAST BAY REGIONAL PARK DISTRICT**  
**WORKFORCE DIVERSITY REPORT - For Fiscal Year Ended 6/30/2018**  
**Minority/Female Breakdown of Regular Workforce by Division/Department**

DIVISION/DEPARTMENT	DEPT. #	TOTAL	MINORITIES		FEMALE	
		EMPLOYEES	#	%	#	%
<b>Executive &amp; Legislative</b>						
General Manager Admin.	2010	10	4	40%	6	80%
Clerk of the Board	2020	2	1	50%	2	100%
Human Resources	2050	10	7	70%	9	90%
Executive & Legislative Total		22	12	55%	17	77%
<b>Legal / Risk</b>	2120, 2130	7	4	57%	5	86%
<b>Finance &amp; Management Services</b>						
Management Services Admin.	4110	5	1	20%	2	40%
Grants Management	4130	3	2	67%	2	67%
Finance	4140	19	7	37%	16	84%
Information Services	4150	8	2	25%	2	25%
Office Services	4160	7	3	43%	2	29%
Central Stores	4161	3	2	67%	1	33%
Finance & Mgmt Services Total		45	17	38%	26	58%
<b>Operations</b>						
Operations Admin.	5010	4	2	50%	3	75%
Park Operation Admin.	5110	6	0	0%	1	17%
<b>Park Operations</b>						
Parkland Unit	5120, 5121	41	13	32%	10	24%
Recreation Areas Unit	5130, 5131	40	13	33%	11	28%
Lakes Unit	5140, 5141	49	7	14%	12	24%
Shoreline Unit	5150, 5151	40	18	45%	10	25%
Interpretive Parks Unit	5160, 5161	42	12	29%	5	12%
Delta Unit	5170-5171	29	14	48%	4	14%
<b>Interpretation &amp; Recreation</b>						
I & R Admin., Business Services	5210, 5320	6	1	17%	5	83%
Interpretive Services	5228, 5220, 5240, 5241	54	17	31%	33	61%
Recreation Services	5221, 5245	5	1	20%	4	80%
Reservations	5324	9	4	44%	9	100%
Parks Express	5246	2	0	0%	2	100%
Facilities	5327	6	3	50%	1	17%
<b>Maintenance &amp; Skilled Trades</b>						
Maintenance Ops. Admin.	5910, 5950	4	1	25%	1	25%
Fleet Mgmt. & Equipment	5930, 5931	18	3	17%	0	0%
Public Works Admin	5940	2	1	50%	1	50%
Trades	5942	20	5	25%	1	5%
Sanitation	5953	6	2	33%	0	0%
Roads & Trails	5954	14	5	36%	1	7%
Water Utilities	5945	4	1	25%	0	0%
Operations Total		401	123	31%	114	28%

DIVISION/DEPARTMENT	DEPT. #	TOTAL EMPLOYEES	MINORITIES		FEMALE	
			#	%	#	%
<b>Acquisition, Stewardship, &amp; Development</b>						
ASD Admin.	7010	5	1	20%	4	80%
Design & Construction Admin.	7110	2	0	0%	2	100%
Design	7120	6	3	50%	3	50%
Construction/Survey	7130	12	1	8%	1	8%
Project Management	7140	5	1	20%	3	60%
Planning/GIS Department	7320	2	0	0%	1	50%
Advanced Planning	7321	1	0	0%	1	100%
Current Planning	7322	5	2	40%	5	100%
GIS Service	7324	5	1	20%	4	80%
Land Acquisition	7330	5	1	20%	3	60%
Trails Development	7340	3	0	0%	1	33%
Environmental Programs	7350	2	2	100%	1	50%
Stewardship Admin.	7420	3	0	0%	2	67%
Wildlife Management	7430	3	1	33%	1	33%
Wildland Management	7440	3	0	0%	2	67%
Fisheries Management	7465	2	0	0%	0	0%
Environmental Services	7480	2	0	0%	1	50%
IPM Unit	7481	2	0	0%	1	50%
Water Management	7482	3	0	0%	2	67%
ASD Total		71	13	18%	38	54%
<b>Public Affairs</b>						
Public Affairs	3110	11	7	64%	7	64%
Environmental Graphics	3120	5	1	20%	3	60%
Exhibit Design	3121	3	1	33%	1	33%
Public Affairs Total		19	9	47%	11	58%
<b>Public Safety (includes Seasonal Officers)</b>						
Office of the Chief	8110	2	0	0%	1	50%
Public Safety Administration	8120	10	1	10%	4	40%
Communications/Records/Evidence	8130	15	5	33%	12	67%
Helicopter Unit	8230	6	2	33%	1	17%
EBMUD Joint Powers	8240	5	0	0%	0	0%
Detectives	8250	5	3	60%	1	20%
Special Enforcement	8260	7	2	29%	1	14%
Volunteers	8270	1	0	0%	1	100%
Police Field	8210	37	14	38%	11	30%
Fire Operations	8310	13	3	23%	3	23%
Lifeguard Services	8320	7	3	43%	1	14%
Public Safety Total		108	33	31%	36	33%
<b>GRAND TOTALS</b>		<b>673</b>	<b>211</b>	<b>31%</b>	<b>247</b>	<b>37%</b>

**East Bay Regional Park District**  
**Race & Ethnicity/Gender Breakdown of Regular Workforce**  
**Workforce Diversity for FY ended 6/30/18**  
**By EEOC Job Category**

1 - Official/Admin		2 - Professional		3 - Technician		4 - Protect/Svcs		5 - Para/Prof		6 - Admin Support		7 - Skilled Craft		8 - Serv/Maint		TOTAL
#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	

**MALE**

White	32	45%	27	32%	19	45%	26	49%	11	41%	4	5%	53	76%	125	51%	<b>297</b>
Black	1	1%	0	0%	2	5%	2	4%	0	0%	1	1%	3	4%	18	7%	<b>27</b>
Hispanic	3	4%	1	1%	1	2%	10	19%	2	7%	2	3%	9	13%	41	17%	<b>69</b>
Asian/NA	3	4%	4	5%	4	10%	4	8%	1	4%	3	4%	2	3%	10	4%	<b>31</b>
Two+	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	1	0%	<b>1</b>
<b>Total</b>	<b>39</b>	<b>55%</b>	<b>32</b>	<b>38%</b>	<b>26</b>	<b>62%</b>	<b>42</b>	<b>79%</b>	<b>14</b>	<b>52%</b>	<b>10</b>	<b>13%</b>	<b>67</b>	<b>96%</b>	<b>195</b>	<b>79%</b>	<b>425</b>

**FEMALE**

White	22	31%	34	40%	13	31%	9	17%	9	33%	40	51%	1	1%	36	15%	<b>164</b>
Black	1	1%	0	0%	0	0%	0	0%	2	7%	12	15%	0	0%	2	1%	<b>17</b>
Hispanic	4	6%	6	7%	0	0%	2	4%	1	4%	7	9%	2	3%	12	5%	<b>34</b>
Asian/NA	5	7%	11	13%	3	7%	0	0%	1	4%	7	9%	0	0%	1	0%	<b>28</b>
Two+	0	0%	2	2%	0	0%	0	0%	0	0%	3	4%	0	0%	0	0%	<b>5</b>
<b>Total</b>	<b>32</b>	<b>45%</b>	<b>53</b>	<b>62%</b>	<b>16</b>	<b>38%</b>	<b>11</b>	<b>21%</b>	<b>13</b>	<b>48%</b>	<b>69</b>	<b>87%</b>	<b>3</b>	<b>4%</b>	<b>51</b>	<b>21%</b>	<b>248</b>

**TOTALS**

White	54	76%	61	72%	32	76%	35	66%	20	74%	44	56%	54	77%	161	65%	<b>461</b>
Black	2	3%	0	0%	2	5%	2	4%	2	7%	13	16%	3	4%	20	8%	<b>44</b>
Hispanic	7	10%	7	8%	1	2%	12	23%	3	11%	9	11%	11	16%	53	22%	<b>103</b>
Asian/NA	8	11%	15	18%	7	17%	4	8%	2	7%	10	13%	2	3%	11	4%	<b>59</b>
Two+	0	0%	2	2%	0	0%	0	0%	0	0%	3	4%	0	0%	1	0%	<b>6</b>
<b>TOTALS</b>	<b>71</b>	<b>100%</b>	<b>85</b>	<b>100%</b>	<b>42</b>	<b>100%</b>	<b>53</b>	<b>100%</b>	<b>27</b>	<b>100%</b>	<b>79</b>	<b>100%</b>	<b>70</b>	<b>100%</b>	<b>246</b>	<b>100%</b>	<b>673</b>



## East Bay Regional Park District

### Race & Ethnicity/Gender Breakdown Compared Over Time

Workforce Diversity Report for Fiscal Year Ended 6/30/18

	6/30/2011	6/30/2012	6/30/2013	6/30/2014	6/30/2015	6/30/2016	6/30/2017	6/30/2018	Two County Census	
									2000	2010
<b>MALE</b>										
White	45.5%	45.8%	46.3%	46.6%	46.3%	45.8%	45.6%	44.0%	*	*
Black	5.3%	5.0%	4.8%	4.6%	4.4%	4.5%	3.9%	4.0%	*	*
Hispanic	9.8%	9.8%	9.9%	10.2%	10.2%	10.5%	10.2%	10.2%	*	*
Asian/NA	5.6%	5.3%	5.4%	5.6%	5.5%	5.4%	5.3%	4.7%	*	*
Two+	N/A	N/A	N/A	N/A	N/A	0.2%	0.0%	0.1%	*	*
Total	66.2%	65.9%	66.4%	67.0%	66.4%	66.4%	65.1%	63.0%	49.0%	48.9%
<b>FEMALE</b>										
White	22.5%	22.5%	22.1%	21.9%	22.0%	22.3%	23.3%	24.3%	*	*
Black	3.1%	3.2%	3.3%	3.0%	3.3%	2.9%	2.6%	2.5%	*	*
Hispanic	4.7%	4.5%	4.6%	4.2%	4.4%	4.6%	4.7%	5.4%	*	*
Asian/NA	3.5%	3.9%	3.7%	3.8%	3.9%	3.5%	3.9%	4.1%	*	*
Two+	N/A	N/A	N/A	N/A	N/A	0.3%	0.5%	0.7%	*	*
Total	33.8%	34.1%	33.7%	32.9%	33.6%	33.6%	34.9%	37.0%	51.1%	51.1%
<b>COMBINED TOTALS</b>										
White	68.0%	68.3%	68.4%	68.5%	68.3%	68.1%	69.0%	68.3%	57.2%	50.8%
Black	8.4%	8.2%	8.1%	7.6%	7.7%	7.4%	6.5%	6.5%	12.2%	11.0%
Hispanic	14.5%	14.3%	14.5%	14.4%	14.6%	15.1%	14.9%	15.6%	18.4%	23.5%
Asian/NA	9.1%	9.2%	9.1%	9.4%	9.4%	8.9%	9.2%	8.8%	16.8%	21.5%
Two+	N/A	N/A	N/A	N/A	N/A	N/A	0.5%	0.8%	N/A	6.0%

\* The Census does not provide data in these areas.

\* Census data to be compared again in 2020.

<b>East Bay Regional Park District</b>				
New Hires, Promotions and Upward Mobility By Classification				
Workforce Diversity Report for Fiscal Year Ended 6/30/18				
<b>Job Classification</b>	<b>New Hire</b>	<b>Upward Mobility</b>	<b>Promotion</b>	<b>Total</b>
Administrative Analyst I	1			1
Administrative Analyst II			3	3
AGM, Public Safety			1	1
Aquatic Assistant		2		2
Building/Grounds Aide		2		2
Chife, Design and Construction	1			1
Chief, Human Resources Officer	1			1
Chief, Planning and GIS			1	1
Civil Engineer	1			1
Confidential Secretary	1		1	2
Dispatcher/CSO	4			4
Ecological Services Coordinator	1			1
Executive Secretary			1	1
Fire Chief	1			1
Fire Lieutenant			2	2
Gardener	2			2
GIS Analyst			1	1
Heavy Equipment Operator	1			1
HR Analyst II			2	2
HR Analyst, Principal	1			1
HR Technician, Confidential	3			3
Land Acquisiton Specialist			2	2
Landscape Architect	2			2
<b>GRAND TOTALS</b>				
Management Analyst	1		2	3
Naturalist			1	1
Naturalist Aide	1			1
Office Specialist	1			1

Park Craft Specialist		1		1
Park Ranger II	5	4	4	13
Park Services Attendant	7	2		9
Park Supervisor Horticultural Specialist			1	1
Police Captain			1	1
Police Officer- Sworn	10		6	16
Police Officer/Helicopter Pilot	1		2	3
Publications Coordinator		1		1
Recreation Supervisor	1			1
Res Analyst, Ecologist	1			1
Sanitation Truck Driver			1	1
Senior Civil Engineering Technician	1			1
Senior Office Assistant		2	1	3
Senior Planner			1	1
Supervising Naturalist IV	1			1
Water Management Technician	1			1
<b>GRAND TOTALS</b>	<b>51</b>	<b>14</b>	<b>34</b>	<b>99</b>

## East Bay Regional Park District

### TURN OVER STATS BY RACE, GENDER AND REASON

Workforce Diversity Report for Fiscal Year Ended 6/30/18

<b>MALE</b>	Vol Quit	Retiree	Term Cause	Total
White	8	10	2	20
Black	0	0	0	0
Hispanic	3	0	0	3
Asian/NA	3	3	1	7
Two+	0	0	0	0
Total	14	13	3	30
<b>FEMALE</b>				
White	5	4	1	10
Black	1	1	0	2
Hispanic	2	0	0	2
Asian/NA	2	1	0	3
Two+	0	0	0	0
Total	10	6	1	17
<b>COMBINED TOTALS</b>				
White	13	14	3	30
Black	1	1	0	2
Hispanic	5	0	0	5
Asian/NA	5	4	1	10
Two+	0	0	0	0
<b>TOTAL</b>	24	19	4	47