

EEO Utilization Report

Organization Information

Name: Wayne County Third Circuit Court

City: Detroit

State: MI

Zip: 48226-3413

Type: County/Municipal Court

Tue 01-31-2023 09:14:09 EST

Step 1: Introductory Information

Policy Statement:

Third Circuit Courts policy relative to Equal Employment Opportunity.

The Court is an equal opportunity employer and does not discriminate against otherwise qualified individuals on the basis of age, gender, race, religion, color, national origin, handicap/disability, marital status, sexual orientation, gender identity, height, weight or any other legally protected status. The prohibition against employment discrimination may extend to conduct that employees are subjected to from vendors, contractors, customers, or others who enter the workplace. Unlawful discrimination may include, but is not limited to, employment actions related to recruitment, examination, transfer, appointment, training, promotion, or the administration of employee benefits. The Court is committed to complying with all applicable federal, state, and local laws that pertain to employment.

Step 4b: Narrative of Interpretation

The Third Judicial Circuit reviewed the employee demographic data and found the following areas of underutilization:

1. White males are underutilized as Officials/Administrators, Professionals, and Administrative Support.
2. White females are underutilized as Administrative Support.
3. Asian males are underutilized in the Professional job category.
4. Asian females are underutilized in the Professional job category.

It appears that despite the Court's recruiting efforts, a major contributing cause to this underutilization is a limited pool of qualified applicants from the underutilized demographic populations. To help address this situation, the Court continues to recruit at regional Universities and Job Fairs. It also posts open positions on social media, the Michigan Supreme Court Administrative Office website and on Professional Society & Association websites.

Community Labor Statistics indicate that Wayne County has no recognizable American Indian/Alaska Native, or Pacific Islander/Native Hawaiian population. Therefore, for purposes of this Plan, American Indian/Alaska Native, or Pacific Islander/Native Hawaiian will not be considered target populations. However, the Court would welcome the opportunity to increase its utilization of the American Indian/Alaska Native, or Pacific Islander/Native Hawaiian population, both male and female.

Step 5: Objectives and Steps

1. 1. The Third Judicial Circuit remains committed to creating a workforce at all levels of employment that represents the community it serves. Although this area is recovering from high levels of unemployment, the Court will identify ways to address any underutilization in our workforce. Specifically, the Court will attempt to recruit White males for positions in Officials/Administrators, Professionals, and Administrative Support. We will attempt to recruit Asian males and females for positions in Professional positions. Finally the Court will attempt to attract qualified White females for Administrative Support positions.

a. The Court remains committed to developing and maintaining a diverse work force that is representative of our region. In furtherance of this goal, the Court continues to recruit at and maintain close working relationships with local colleges and universities. It also networks with local, regional, specialty, and state community organizations and professional societies to develop relationships with and encourage applicants from these organizations. The Court works with local law and professional schools to continue and enhance existing internship programs for students. It continues to provide EEO training to supervisors and managers. Finally, the Court encourages employees to take advantage of training opportunities that will encourage them to remain with and enhance their opportunity for upward mobility within the Court.

Step 6: Internal Dissemination

1. We include the EEO policy statement in the Court's personnel policies and procedures manual and employee manual.
2. The EEOP Utilization report is available upon request at the Human Resources Department.

3. We include the EEOP Utilization report on the Court's intranet, our internal, electronic communication system.
4. We conspicuously post positions and notices of the EEOP Utilization report on employee bulletin boards with information on how employees may obtain a hard copy from the Human Resources Department or an electronic version from the Court's intranet.

Step 7: External Dissemination

1. We include the EEO policy statement in all correspondence with recruiting sources.
2. We continue to include in all written job announcements, help wanted or other recruitment communications, a statement that the Court is an equal opportunity employer.
3. We post the EEOP Utilization report on the Court website, www.3rdcc.org.
4. Hard copies of the EEOP Utilization are available upon request at the Human Resources Department.
5. We notify vendors and suppliers of the Court's commitment to equal employment opportunity and indicate that the EEOP Utilization report is available at the Human Resources Department or the Court's website.
6. We post a memo in the Human Resources Department explaining how applicants and members of the public may obtain a copy of the EEOP Utilization report.

Utilization Analysis Chart
Relevant Labor Market: Wayne County, Michigan

Job Categories	Male										Female																																																																																																																																																																																																																																																																																																																																																																																											
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Administrative Support																	Workforce #/%	3/3%	0/0%	7/6%	0/0%	1/1%	0/0%	0/0%	0/0%	22/19%	2/2%	81/70%	0/0%	0/0%	0/0%	0/0%	0/0%	CLS #/%	45,805/25%	2,405/1%	14,940/8%	80/0%	2,105/1%	0/0%	650/0%	225/0%	73,600/39%	4,160/2%	38,965/21%	250/0%	1,830/1%	45/0%	1,105/1%	405/0%																																																																																																																																																																																																																																																																																																																																																				
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CLS #/%	45,805/25%	2,405/1%	14,940/8%	80/0%	2,105/1%	0/0%	650/0%	225/0%	73,600/39%	4,160/2%	38,965/21%	250/0%	1,830/1%	45/0%	1,105/1%	405/0%																																																																																																																																																																																																																																																																																																																																																																																						

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	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 #/%	-22%	-1%	-2%	-0%	-0%	0%	-0%	-0%	-20%	-1%	49%	-0%	-1%	-0%	-1%	-0%
Skilled Craft																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	42,275/70%	2,905/5%	10,210/17%	245/0%	600/1%	10/0%	440/1%	125/0%	2,100/3%	85/0%	1,310/2%	0/0%	80/0%	0/0%	49/0%	10/0%
Utilization #/%																
Service/Maintenance																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	75,485/33%	8,290/4%	39,790/17%	415/0%	3,575/2%	10/0%	1,290/1%	640/0%	49,170/22%	5,450/2%	40,100/18%	405/0%	2,240/1%	0/0%	920/0%	375/0%
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
Officials/Administrators	✓															
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 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: Zenell Brown

Executive Court Administrator

01-31-2023

[signature]

[title]

[date]