

# EEOP Utilization Report



Mon Jul 21 10:40:22 EDT 2014

## Step 1: Introductory Information

<b>Grant Title:</b>	High Intensity Drug Trafficking Area-South Florida	<b>Grant Number:</b>	G13MI0001A
<b>Grantee Name:</b>	Monroe County Sheriff's Office	<b>Award Amount:</b>	\$10,710,823.00
<b>Grantee Type:</b>	Local Government Agency		
<b>Address:</b>	5525 College Road Key West, Florida 33040		
<b>Contact Person:</b>	Michael D. Rice	<b>Telephone #:</b>	305-296-2424
<b>Contact Address:</b>	5525 College Road Key West, Florida 33040		
<b>DOJ Grant Manager:</b>	Phuong Desear	<b>DOJ Telephone #:</b>	202-395-6739

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<b>Grant Title:</b>	High Intensity Drug Trafficking Area-South Florida	<b>Grant Number:</b>	G14MI0001A
<b>Grantee Name:</b>	Monroe County Sheriff's Office	<b>Award Amount:</b>	\$11,220,040.00
<b>Grantee Type:</b>	Local Government Agency		
<b>Address:</b>	5525 College Road Key West, Florida 33040		
<b>Contact Person:</b>	Michael D. Rice	<b>Telephone #:</b>	305-296-2424
<b>Contact Address:</b>	5525 College Road Key West 33040		
<b>DOJ Grant Manager:</b>	Phuong Desear	<b>DOJ Telephone #:</b>	202-395-6739

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<b>Grant Title:</b>	High Intensity Drug Trafficking Area-National Assistance Center	<b>Grant Number:</b>	G12AC0004A
<b>Grantee Name:</b>	Monroe County Sheriff's Office	<b>Award Amount:</b>	\$193,180.00
<b>Grantee Type:</b>	Local Government Agency		
<b>Address:</b>	5525 College Road Key West, Florida 33040		
<b>Contact Person:</b>	Michael D. Rice	<b>Telephone #:</b>	305-296-2424
<b>Contact Address:</b>	5525 College Road Key West, Florida 33040		

**DOJ Grant Manager:** Phuong Desear **DOJ Telephone #:** 202-395-6739

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**Grant Title:** High Intensity Drug Trafficking Area-National Assistance Center **Grant Number:** G13MI0005A  
**Grantee Name:** Monroe County Sheriff's Office **Award Amount:** \$2,363,643.00  
**Grantee Type:** Local Government Agency  
**Address:** 5525 College Road  
Key West, Florida  
33040  
**Contact Person:** Michael D. Rice **Telephone #:** 305-296-2424  
**Contact Address:** 5525 College Road  
Key West  
33040  
**DOJ Grant Manager:** Phuong Desear **DOJ Telephone #:** 202-395-6739

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**Grant Title:** High Intensity Drug Trafficking Area-National Assistance Center **Grant Number:** G14MI0005A  
**Grantee Name:** Monroe County Sheriff's Office **Award Amount:** \$3,273,791.00  
**Grantee Type:** Local Government Agency  
**Address:** 5525 College Road  
Key West, Florida  
33040  
**Contact Person:** Michael D. Rice **Telephone #:** 305-296-2424  
**Contact Address:** 5525 College Road  
Key West, Florida  
33040  
**DOJ Grant Manager:** Phuong Desear **DOJ Telephone #:** 202-395-6739

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**Grant Title:** High Intensity Drug Trafficking Area-Puerto Rico/Virgin Island **Grant Number:** G12PR0001A  
**Grantee Name:** Monroe County Sheriff's Office **Award Amount:** \$7,374,524.00  
**Grantee Type:** Local Government Agency  
**Address:** 5525 College Road  
Key West, Florida  
33040  
**Contact Person:** Michael D. Rice **Telephone #:** 305-296-2424  
**Contact Address:** 5525 College Road  
Key West, Florida

33040

**DOJ Grant Manager:** Phuong Desear **DOJ Telephone #:** 202-395-6739

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**Grant Title:** High Intensity Drug Trafficking Area-Puerto Rico/Virgin Island **Grant Number:** G13PR0001A

**Grantee Name:** Monroe County Sheriff's Office **Award Amount:** \$6,630,705.00

**Grantee Type:** Local Government Agency

**Address:** 5525 College Road  
Key West, Florida  
33040

**Contact Person:** Michael D. Rice **Telephone #:** 305-296-2424

**Contact Address:** 5525 College Road  
Key West, Florida  
33040

**DOJ Grant Manager:** Phuong Desear **DOJ Telephone #:** 202-395-6739

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**Grant Title:** High Intensity Drug Trafficking Area-Puerto Rico/Virgin Island **Grant Number:** G14PR0001A

**Grantee Name:** Monroe County Sheriff's Office **Award Amount:** \$7,070,144.00

**Grantee Type:** Local Government Agency

**Address:** 5525 College Road  
Key West, Florida  
33040

**Contact Person:** Michael D. Rice **Telephone #:** 305-296-2424

**Contact Address:** 5525 College Road  
Key West, Florida  
33040

**DOJ Grant Manager:** Phuong Desear **DOJ Telephone #:** 202-395-6739

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**Grant Title:** High Intensity Drug Trafficking Area-South Florida **Grant Number:** G12MI0001A

**Grantee Name:** Monroe County Sheriff's Office **Award Amount:** \$11,078,446.00

**Grantee Type:** Local Government Agency

**Address:** 5525 College Road  
Key West, Florida  
33040

**Contact Person:** Michael D. Rice **Telephone #:** 305-296-2424

**Contact Address:** 5525 College Road  
Key West  
33040

**DOJ Grant Manager:** Phuong Desear

**DOJ Telephone #:** 202-395-6739

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**Grant Title:** High Intensity Drug Trafficking  
Area-National Assistance Center

**Grant Number:** G12AC0005A

**Grantee Name:** Monroe County Sheriff's Office

**Award Amount:** \$2,132,653.00

**Grantee Type:** Local Government Agency

**Address:** 5525 College Road  
Key West, Florida  
33040

**Contact Person:** Michael D. Rice

**Telephone #:** 305-296-2424

**Contact Address:** 5525 College Road  
Key West, Florida  
33040

**DOJ Grant Manager:** Phuong Desear

**DOJ Telephone #:** 202-395-6739

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### **Policy Statement:**

It is the policy of the Monroe County Sheriff's Office to provide employment, training, compensation levels, transfer or promotion opportunities and all other aspects of employment without regard to sex, race, color, religion, national origin, age, or for qualified handicapped individuals, disabled veterans, or veterans.

When hiring or promotion activity occurs, and in those job categories where we have identified underutilization, we will take affirmative action to seek out qualified applicants without regard to sex, race, color, religion, national origin, age, handicap, or veteran status.

With the Monroe County Sheriff's Office, all terms and conditions of employment are and will continue to be established on the basis of the individual's qualifications and ability to perform the job.

The Executive Director of Human Resources, is hereby designated the Equal Employment Opportunity Officer of the agency and will be responsible for communicating and implementing this policy.

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

The Utilization Analysis Chart indicates underrepresentation in the following categories:

**White Males:** The underrepresentation of White Males in the Professionals and Administrative Support categories may be contributed to White Males in the Official/Administrative, and Protective Services: Sworn- Patrol Officers categories. The underrepresentation of White Males in the Professionals and Administrative Support categories may be insignificant when compared to the Monroe County labor market.

**Hispanic or Latino Males:** The underrepresentation of Hispanic or Latino Males in the Protective Services: Sworn- Officials category may be contributed to the total number of Hispanic or Latino Males electing not to participate in the promotional process. The underrepresentation of Hispanic or Latino Males in the Protective Services: Sworn-Officials category may be insignificant when compared to the Monroe County labor market.

**White Females:** The underrepresentation of White Females in the Protective Services: Sworn- Patrol Officers may be contributed to the limited applicant resources.

**Hispanic or Latino Females:** The underrepresentation of Hispanic or Latino Females in the Protective Services: Sworn: Patrol Officers may be contributed to the limited applicant resources.

The Monroe county Sheriff's Office (MCSO) is committed to having a workforce that reflects the community it serves. The MCSO will examine its recruitment and retention practices to see if there may be ways to attract and recruit more White Females and Hispanic or Latino Females to apply for the Protective Services: Sworn: Patrol Officers positions.

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

### **1. The Monroe County Sheriff's Office objective is to focus on recruiting White Females and Hispanic or Latino Females for the Protective Services: Sworn-Patrol Officers positions.**

- a. To achieve the listed objective, the Monroe County Sheriff's Office will work with organizations that have a strong female base to assist in the recruitment efforts of White Females and Hispanic or Latino Females in the Protective Services: Sworn-Patrol Officers category.

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

The Monroe County Sheriff's Office will disseminate the EEOP Utilization Report internally by:

1. Maintaining a copy of the EEOP Utilization Report in the Human Resources Division.
2. Posting information on the Monroe County Sheriff's Office in-house electronic communication service about how to obtain a copy of the EEOP Utilization Report.

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

The Monroe County Sheriff's Office will disseminate the EEOP Utilization Report externally by:

1. Notifying applicants, vendors, and contractors in writing that the Monroe County Sheriff's Office has developed an EEOP Utilization Report and that it is available on request for review in the Human Resources Division.
2. Posting a copy of the EEOP Utilization Report on the Monroe County Sheriff's Office public website.



**Utilization Analysis Chart**  
**Relevant Labor Market: Monroe County, Florida**

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 #/%	3/60%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/20%	0/0%	1/20%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,870/53%	455/8%	50/1%	0/0%	0/0%	0/0%	0/0%	0/0%	1,680/31%	190/4%	125/2%	0/0%	0/0%	0/0%	29/1%	0/0%
Utilization #/%	7%	-8%	-1%	0%	0%	0%	0%	0%	-11%	-4%	18%	0%	0%	0%	-1%	0%
<b>Professionals</b>																
Workforce #/%	8/22%	2/5%	1/3%	0/0%	0/0%	0/0%	0/0%	0/0%	18/49%	5/14%	3/8%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,015/42%	284/6%	85/2%	0/0%	10/0%	0/0%	25/1%	10/0%	1,955/41%	305/6%	50/1%	0/0%	45/1%	0/0%	0/0%	0/0%
Utilization #/%	-20%	-1%	1%	0%	-0%	0%	-1%	-0%	8%	7%	7%	0%	-1%	0%	0%	0%
<b>Technicians</b>																
Workforce #/%	15/41%	3/8%	2/5%	0/0%	0/0%	0/0%	0/0%	0/0%	10/27%	3/8%	3/8%	0/0%	0/0%	1/3%	0/0%	0/0%
CLS #/%	190/40%	60/12%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	140/29%	45/9%	0/0%	0/0%	45/9%	0/0%	0/0%	0/0%
Utilization #/%	1%	-4%	5%	0%	0%	0%	0%	0%	-2%	-1%	8%	0%	-9%	3%	0%	0%
<b>Protective Services: Sworn-Officials</b>																
Workforce #/%	44/60%	7/10%	5/7%	0/0%	0/0%	1/1%	0/0%	0/0%	13/18%	1/1%	2/3%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	935/64%	295/20%	65/4%	0/0%	0/0%	0/0%	0/0%	0/0%	105/7%	35/2%	25/2%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-4%	-11%	2%	0%	0%	1%	0%	0%	11%	-1%	1%	0%	0%	0%	0%	0%
<b>Protective Services: Sworn-Patrol Officers</b>																
Workforce #/%	115/45%	50/19%	33/13%	0/0%	3/1%	0/0%	0/0%	0/0%	30/12%	11/4%	15/6%	1/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	1,255/40%	320/10%	265/8%	0/0%	0/0%	0/0%	0/0%	0/0%	915/29%	245/8%	125/4%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	4%	9%	4%	0%	1%	0%	0%	0%	-18%	-4%	2%	0%	0%	0%	0%	0%
<b>Protective Services: Non-sworn</b>																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	4/14%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	15/52%	10/34%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%



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 #/%	-14%	0%	0%	0%	100%	0%	0%	0%	-52%	-34%	0%	0%	0%	0%	0%	0%
<b>Administrative Support</b>																
Workforce #/%	13/10%	5/4%	1/1%	0/0%	1/1%	0/0%	0/0%	0/0%	64/49%	26/20%	18/14%	0/0%	2/2%	0/0%	0/0%	0/0%
CLS #/%	2,905/27%	720/7%	180/2%	35/0%	85/1%	0/0%	40/0%	0/0%	4,775/44%	1,410/13%	455/4%	0/0%	105/1%	10/0%	25/0%	4/0%
Utilization #/%	-17%	-3%	-1%	-0%	-0%	0%	-0%	0%	5%	7%	10%	0%	1%	-0%	-0%	-0%
<b>Skilled Craft</b>																
Workforce #/%	4/100%	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 #/%	2,725/65%	1,035/25%	245/6%	0/0%	30/1%	0/0%	30/1%	20/0%	115/3%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	35%	-25%	-6%	0%	-1%	0%	-1%	-0%	-3%	0%	0%	0%	0%	0%	0%	0%
<b>Service/Maintenance</b>																
Workforce #/%	2/50%	1/25%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/25%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	4,125/34%	2,185/18%	700/6%	0/0%	15/0%	0/0%	0/0%	0/0%	3,225/26%	1,345/11%	495/4%	10/0%	140/1%	0/0%	40/0%	0/0%
Utilization #/%	16%	7%	-6%	0%	-0%	0%	0%	0%	-1%	-11%	-4%	-0%	-1%	0%	-0%	0%

### 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
<b>Professionals</b>	✓															
<b>Protective Services: Sworn-Officials</b>		✓														
<b>Protective Services: Sworn-Patrol Officers</b>									✓	✓						
<b>Administrative Support</b>	✓															

### 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
<b>Sheriff</b>																
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%
<b>Colonel</b>																
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%
<b>Major</b>																
Workforce #/%	1/50%	0/0%	1/50%	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%
<b>Captain</b>																
Workforce #/%	7/88%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/12%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Lieutenant</b>																
Workforce #/%	6/40%	2/13%	1/7%	0/0%	0/0%	1/7%	0/0%	0/0%	5/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Sergeant</b>																
Workforce #/%	28/61%	5/11%	3/7%	0/0%	0/0%	0/0%	0/0%	0/0%	7/15%	1/2%	2/4%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Protective Services: Sworn-Patrol Officers</b>																
Workforce #/%	115/45%	50/19%	33/13%	0/1%	3/1%	0/0%	0/0%	0/0%	30/12%	11/4%	15/6%	1/0%	0/0%	0/0%	0/0%	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 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: Donna A. Moore

Executive Director

07-21-2014

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[signature]

[title]

[date]