



U.S. Department
of Transportation
**Federal Highway
Administration**

Alaska Division

February 16, 2011

709 West 9th Street, Rm. 851
P.O. Box 21648
Juneau, AK 99802
(907) 586-7418
(907) 586-7420 Fax
www.fhwa.dot.gov/akdiv

Mr. Marc Luiken
Commissioner
Alaska Department of Transportation
and Public Facilities
Juneau, Alaska 99811-2500

In Reply Refer To:
CIVL 8

Dear Mr. Luiken:

We received a copy of the Department of Transportation and Public Facilities' 2010 EEO Annual Assurances Update on December 28, 2010. We appreciate the time and effort that your team put into the document. A review of the Update has been completed and it is considered approved.

We anticipate conducting a program review in FFY12 and look forward to the cooperative effort between our agencies. As this office works through the planning stages of the review Ms. Elizabeth Hoffman, Civil Rights/ROW Program Specialist, will coordinate with your team.

Should you have any questions on these matters, please contact Ms. Hoffman at (907) 586-7188.

Sincerely,

David C. Miller
Division Administrator

cc: Mark O'Brien, DBE Liaison Officer
Jon Dunham, Manager, Civil Rights Office
Laura Baker, Affirmative Action Officer
Sherilyn Knight, Equal Employment Officer



STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION
AND PUBLIC FACILITIES
OFFICE OF THE COMMISSIONER

SEAN PARNELL, GOVERNOR

Anchorage Office: 4111 Aviation Avenue
 Juneau Office: 3132 Channel Drive

P.O. Box 112500
JUNEAU, ALASKA 99811-2500

PHONE: (907) 465-3901

FAX: (907) 586-8365

WEB: dot.state.ak.us

December 28, 2010

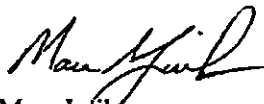
Mr. David C. Miller
Division Administrator
Federal Highway Administration - Alaska Division
P.O. Box 21648
Juneau, Alaska 99802

Dear Mr. Miller:

Enclosed is a copy of the 2010 EEO Annual Assurances Update submittal, Parts I and II. Part I, Contractor Compliance, includes an update for the External Civil Rights Program. Part II, the Internal EEO Section, includes updated hiring goals for the Internal Equal Employment Opportunity Program.

I look forward to working with you in managing the department's External and Internal Civil Rights programs. Please feel free to call me with any questions or concerns you may have.

Sincerely,



Marc Luiken
Commissioner
Equal Employment Opportunity Representative

Enclosures

cc: Mark O'Brien, DBE Liaison Officer
Jon Dunham, Manager, Civil Rights Office
Laura Baker, Affirmative Action Officer
Sherilyn Knight, Equal Employment Officer



2010 EEO ANNUAL ASSURANCES UPDATE
Alaska Department of Transportation
& Public Facilities
P.O. Box 112500
Juneau, Alaska 99811-2500

Marc Luiken
Commissioner
Equal Employment Opportunity (EEO) Representative

July 1, 2009 through June 30, 2010

Part I: Contractor Compliance

Part II: Internal EEO Program

PART I - CONTRACTOR COMPLIANCE

A. Organization, Resources, and Structure

Civil Rights Office (CRO)

- **Civil Rights Office Manager** - Jon Dunham since June 1999

- **External EEO Officer** - Grace San Miguel Morfield since January 2010
Former Contract Compliance Specialist since September 2006

- **Contract Compliance Specialist** - Sandra Christine since May 2010

- **OJT & DBE Support Services Coordinator** - Norma Lucero since July 2008

- **OJT & DBE Support Services Assistant** - Amira Sadek since July 2010

- **Senior DBE Certification Officer** - Linda Babb since 2003

- **DBE Certification Specialist** - Corlotta Robinson since July 2007

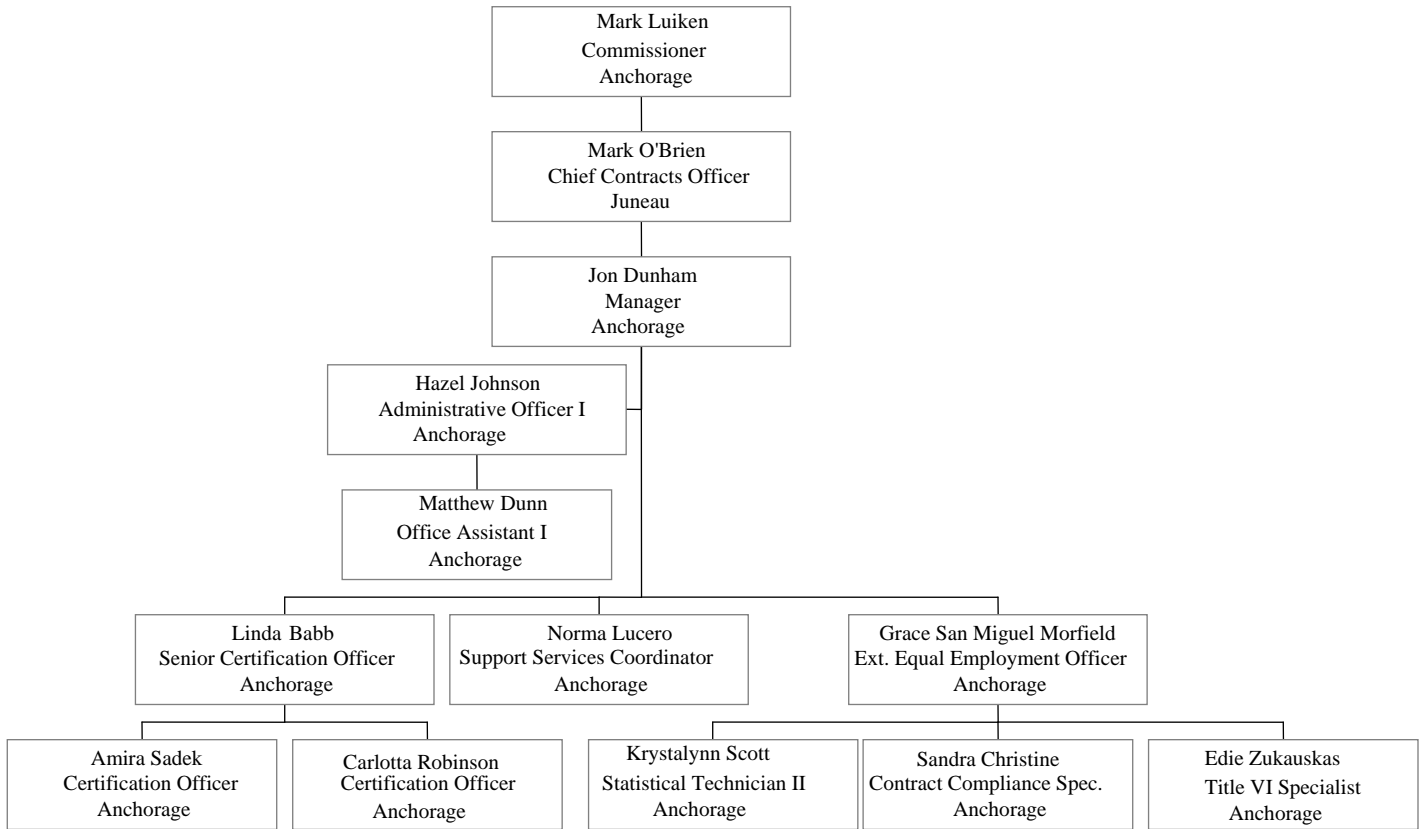
- **Administrative Officer I** - Hazel Johnson since December 2005

- **Office Assistant I** - Matthew Dunn since September 2010

- **Title VI Specialist** - Edith Zukauskas since September 2008

- **Statistical Technician**-Krystalynn Scott since January 2008

Civil Rights Office Organizational Chart



The Civil Rights Office total operating budget for State FY10 is \$ 795,100.00

B. *Compliance Procedures*

The compliance procedures that we follow were recently revised as the result of the 2009 Program Review by the Alaska Division of Federal Highway Administration (FHWA). An Operating Method for these procedures will be produced during FY 2011.

C. *Accomplishments*

1. *Contract Compliance Review Activities*

The Department's Contract Compliance goal for FY10 was to conduct ten (10) Contract Compliance Reviews (CCRs). During FY10, eight (8) contractors received comprehensive CCRs, one received an abbreviated CCR. No follow-up reviews were conducted. The CRO was not able to conduct one (1) of ten (10) CCRs or any of the follow up CCRs. This was primarily due to projects that were either not active or not at peak employment during the construction season, therefore, an on-site project visit was neither feasible nor cost effective.

All contractors on the FY10 list who did not receive a CCR, whether comprehensive or a follow up, will be added to the FY11 list.

Contract Compliance Reviews for 2010

CONTRACTOR	CAP (Approved/SCN Rescinded)	REVIEW (Comprehensive/ Follow-up)	FINDING
Puglia Engineering Inc. Fairhaven Shipyard	N/A	Comprehensive	In-Compliance
Alaska Ship & Drydock, Inc.	N/A	Comprehensive	In-Compliance
Cruz Construction	Compliant	Comprehensive	In-Compliance
Miller Construction Co. Ltd.	N/A	Comprehensive	In-Compliance
Roger Hickel	N/A	Comprehensive	In-Compliance
Quality Asphalt Paving	N/A	Comprehensive	In-Compliance
Scarsella Brothers	N/A	Comprehensive	In-Compliance
Alaska Interstate Construction	N/A	Follow-up	In Progress
City Electric	VCAP	Comprehensive	In-Compliance with VCAP

2010 Comprehensive Reviews

AK-01-2010–Puglia Engineering Inc. Fairhaven Shipyard

EEO/AA Program – The contractor’s EEO Affirmative Actions were found In-compliance.

DBE Program – Race neutral – DBE Goal 0%. However, the contractor reported DBE participation and is commended for this action.

OJT Program – OJT Goal – 1 position for 634 hours – In-Compliance.

AK-02-2010–Alaska Ship & Drydock, Inc.

EEO/AA Program – The contractor’s EEO Affirmative Actions were found In-compliance.

DBE Program – Race neutral – DBE Goal 0%.

OJT Program – OJT Goal – 1 position for 614 hours – In-Compliance.

AK-03-2010–Cruz Construction

EEO/AA Program – The contractor’s EEO Affirmative Actions were found In-compliance.

DBE Program – Race neutral – DBE Goal 0%.

OJT Program – OJT Goal – None.

AK-04-2010–Miller Construction Co. Ltd.

EEO/AA Program – The contractor’s EEO Affirmative Actions were found In-compliance.

DBE Program – Race neutral – DBE Goal 0%.

OJT Program – OJT Goal – 2 positions for 750 hours – In-compliance.

AK-05-2010–Roger Hickel

EEO/AA Program – The contractor’s EEO Affirmative Actions were found In-compliance.

DBE Program – Race neutral – DBE Goal 0% – However, the contractor reported DBE participation and is commended for this action.

OJT Program – OJT Goal – None.

AK-06-2010–Quality Asphalt Paving

EEO/AA Program – The contractor’s EEO Affirmative Actions were found In-compliance.

DBE Program – Race neutral – DBE Goal 0% – However, the contractor reported DBE participation and is commended for this action.

OJT Program – OJT Goal – None.

AK-07-2010–Scarsella Brothers

EEO/AA Program – The contractor’s EEO Affirmative Actions were found In-compliance.

DBE Program – Race neutral – DBE Goal 0% – However, the contractor reported DBE participation and is commended for this action.

OJT Program – OJT Goal – 6 positions for 2775 hours – In-Compliance.

AK-08-2010–Alaska Interstate Construction

Currently In Progress.

AK-09-2010–City Electric

EEO/AA Program – The contractor’s EEO Affirmative Actions were found In-compliance, contingent upon the acceptance of the Voluntary Corrective Action Plan.

DBE Program – Race neutral – DBE Goal 0%.

OJT Program – OJT Goal – 1 position for 500 hours – In Progress.

2. Contract Sanctions

There were no contract sanctions against any contractor in FY10.

3. Complaints

There was one discrimination complaint filed against a prime contractor holding a federal-aid contract. The CRO has completed the investigation, consulted with the Alaska Division on the report and will incorporate the findings and recommendations into the CCR for the project.

D. Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 Compliance

Workplace Accommodations

There was one workplace accommodation request received in FY10. The finding was that no accommodation could be made to address the employee's disability.

Complaint Investigations

There were no complaints received in FY10.

Part II: 2010 Internal EEO Assurances Update
July 1, 2009 – June 30, 2010

Alaska Department of Transportation & Public Facilities
P.O. Box 112500
Juneau, Alaska 99811-2500

Completed by:

Sherilyn Knight
Human Resource Manager/Equal Employment Officer
Telephone Number/Email Address:
[907.465.8977](tel:907.465.8977)/Sherilyn.Knight@alaska.gov

APPROVAL SECTION:

Laura Baker
Affirmative Action Officer

Date

Marc Luiken,
Commissioner
Equal Employment Opportunity Representative

Date

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#1 Introduction – History

There have been no changes to report on the history of the Alaska Department of Transportation and Public Facilities (department).

#2 Introduction – Geography

There have been no changes to the functions and responsibilities of the department.

#3 Introduction – Services

There have been no changes to the services provided by the department.

#4 Introduction – Personnel

The officials/administrators in the department serve at the pleasure of the Governor of Alaska, Sean Parnell. On November 2, 2010, Governor Sean Parnell was elected to serve a full four-year term as Governor. The Governor is responsible for appointing the Commissioner of the Alaska Department of Transportation and Public Facilities. The Commissioner is responsible for appointing the top management team. The following people are currently appointed to management positions in the department:

Commissioner: Marc Luiken

Marc Luiken was appointed Commissioner effective December 6, 2010. Mr. Luiken replaced former Commissioner, Leo von Scheben. Mr. Luiken is a retired Air Force Colonel with 29 years of service. He joined the department June 1, 2010 as Deputy Commissioner of Aviation.

Deputy Commissioner Highways & Public Facilities: Vacant

Division of Design and Engineering Services: Roger Healy

Division of Program Development: Jeff Ottesen

Division of Measurement Standards & Commercial Vehicle Enforcement: Dan Breeden

Deputy Commissioner Aviation: Steven Hatter (beginning Jan. 3, 2011)

Alaska International Airport System (AIAS) Executive Director: Vacant

Statewide Aviation: Vacant

Deputy Commissioner Marine Operations: Vacant

General Manager Alaska Marine Highway System: Captain John F. Falvey

Operations Manager: Anthony Karvelas

Marine Engineering Manager: Narcisco (Cisco) Flores

Business Enterprise and Development Manager: Richard D. Leary

Statewide Administrative Services Division: Laura Baker

Central Region Director: Vacant

Division of Design and Construction: Rob Campbell

Northern Region Director: James Stephen Titus

Division of Highways & Aviation: Howard Thies

Southeast Region Director: Gary Davis

#5 Introduction – Hiring

There have been no changes to the methods used to fill vacancies.

#6 Introduction – Contracts

Approximately 56% of the department's operating budget is from State funds generated primarily from oil-related revenues. In State FY10, the operating budget was \$542 million. The legislature authorized a capital budget for State FY10 in the amount of \$989 million of which \$744 million is from federal sources.

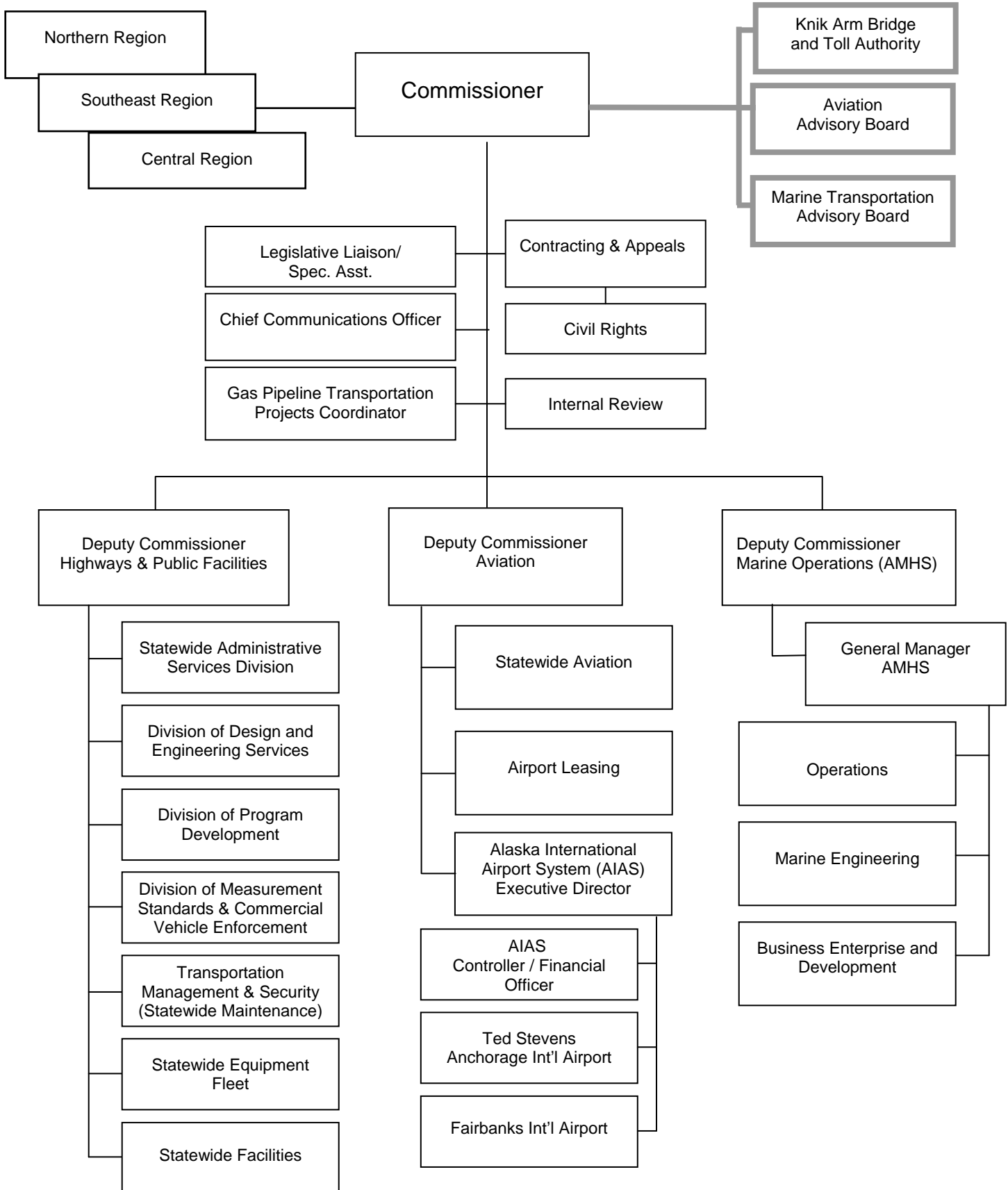
#7 Introduction – Organizational Charts

There have been no changes to the department's organizational structure during FY 2010.

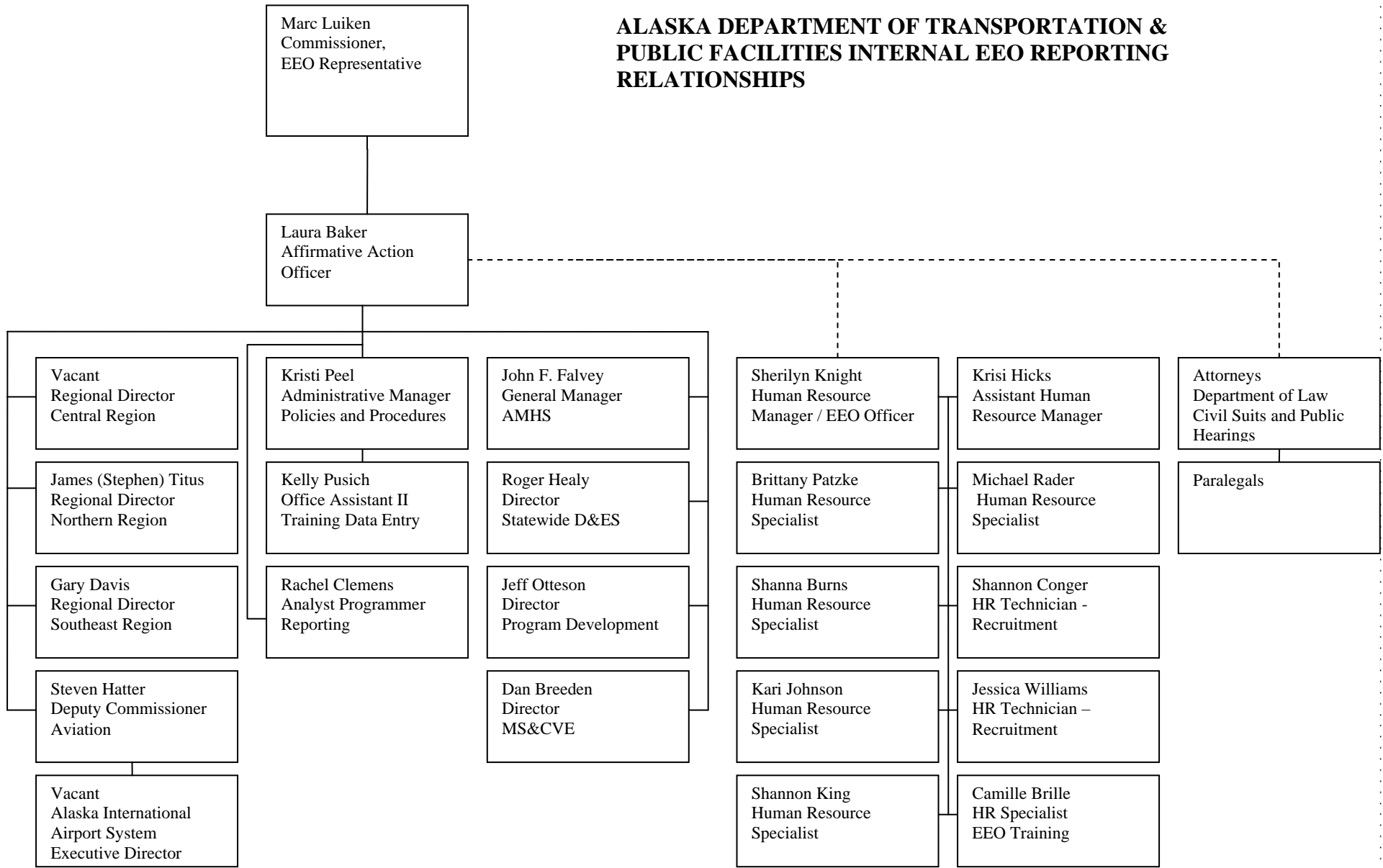
Internal EEO Reporting Relationships are also memorialized in an organizational chart.

Department of Transportation and Public Facilities

(December 2008)



ALASKA DEPARTMENT OF TRANSPORTATION & PUBLIC FACILITIES INTERNAL EEO REPORTING RELATIONSHIPS



STATEMENT ON EQUAL EMPLOYMENT OPPORTUNITY

As Commissioner and Chief Executive Officer of the Department of Transportation and Public Facilities, I am personally committed to the principles and spirit of Equal Employment Opportunity (EEO) for all employees and employment applicants.

Therefore, be it known that it is a fundamental policy of the Department to assure equal opportunity in employment to all individuals regardless of race, color, gender, religion, national origin, age, or disability. Equal Employment Opportunity and Affirmative Action Programs are legal, social, and economic requirements for the success of the Department and as such will continue to receive my personal attention and guidance. To further assure that appropriate program measures are implemented and monitored, I have designated Laura Baker as the Affirmative Action Officer and Sherilyn Knight as the Equal Employment Officer.

Our Equal Opportunity/Affirmative Action Program will pervade all human resource practices including, but not limited to, recruiting, hiring, transfers, promotions, training, compensation, benefits, recognition, and all forms of employment. Equal Employment Opportunity positively affects the development of our entire workforce, and active Affirmative Action Programs will provide a more positive employment environment which benefits this Department and all of its employees.

For effective administration and implementation of the Equal Employment Opportunity Program, there must be involvement, commitment and support of executives, managers and supervisors. My office has advised each supervisor, manager and executive in the Department that responsibility for positive implementation of the Affirmative Action Program will be expected and shared by all management and supervisory personnel. Supervisors, managers and executives have been further advised that they will be held accountable for their actions in this area and will be evaluated in carrying out these responsibilities.

Equal Employment Opportunity is not only the law, but it is fundamental to the Department's operations. I expect each employee and manager to cooperate fully by integrating and promoting Equal Employment Opportunity at all levels.

As an expression of the commitment to and support of the Department's Affirmative Action Program, below is my signature, as Commissioner of Transportation and Public Facilities.

Marc Luiken, Commissioner
Equal Employment Opportunity Representative

Date

Responsibility for Implementation

There has been no change in responsibilities for implementing the department's Affirmative Action Plan.

2000 Census of Population and Employment by Ethnic Group and Gender

State of Alaska	Number	Percent
Total Population	670,053	100%
White	510,393	76.2%
Black	31,395	4.7%
Hispanic	37,498	5.6%
Asian Pacific Islander	47,422	7.1%
Am. Indian/Ak. Native	123,239	18.4%
Some other race*	15,151	2.3%
Two or more races	34,146	5.1%

Total Labor Force by Occupational Categories*													
EEO-4 Category	White Female	Black Female	Hispanic Female	Asian Female	Am. Indian/Ak. Native Female	Total Females	White Male	Black Male	Hispanic Male	Asian Male	Am Indian/Ak Native Male	Total Male	Total Labor Force
Officials/Administrators	13,255	1,080	500	1,550	4,380	20,765	20,025	990	500	1,390	3,730	26,635	47,400
Professionals	25,680	1,480	665	1,890	6,540	36,255	23,265	1,070	475	1,460	3,440	29,710	65,965
Technicians	2,460	280	105	190	728	3,763	3,235	120	115	138	650	4,258	8,021
Protective Services ¹	720	30	45	60	290	1,145	3,940	500	130	250	1,640	6,460	7,605
Protective Services ²	265	30	8	8	68	379	95	0	0	0	100	195	574
Administrative Support	38,110	3,320	1,815	5,240	17,590	66,075	15,900	1,900	1,100	2,470	5,490	26,860	92,935
Skilled Craft	1,630	100	60	78	680	2,548	28,050	1,160	1,045	1,150	10,360	41,765	44,313
Service/Maintenance	19,820	2,450	1,940	6,320	11,898	42,428	29,335	3,870	2,605	7,350	17,940	61,100	103,528
Total	101,940	8,770	5,138	15,336	42,174	173,358	123,845	9,610	5,970	14,208	43,350	196,983	370,341

¹Sworn ²Non-Sworn

The above labor market data is derived from the 2000 U.S. Census, EEO Reporting Tool

EEO-4 Category	Availability %					
	Minorities by Racial Category					
	Total Females	Total Minorities	Black	Hispanic	Asian	Am. Indian/Ak. Native
Officials/Administrators	43.8	29.8	4.4	2.1	6.2	17.1
Professionals	55.0	25.8	3.9	1.7	5.1	15.1
Technicians	46.9	29.0	5.0	2.7	4.1	17.2
Protective Services ¹	15.1	38.7	7.0	2.3	4.1	25.4
Protective Services ²	66.0	37.3	5.2	1.4	1.4	29.3
Administrative Support	71.1	41.9	5.6	3.1	8.3	24.8
Skilled Craft	5.8	33.0	2.8	2.5	2.8	24.9
Service/Maintenance	41.0	52.5	6.1	4.4	13.2	28.8

*Per the U.S. Census, the eight categories will add to more than the total population and the percentages may add to more than 100% because individuals were allowed to report more than one race. "Some other race" – the respondent identified with a race not identified on the census.

FULL-TIME WORKFORCE ANALYSIS BY EEO-4 CATEGORY

ALASKA DEPARTMENT OF TRANSPORTATION & PUBLIC FACILITIES

Employment Data: July 1, 2010

EEO-4 Category	White Female	Black Female	Hispanic Female	Asian Female	Am. Indian/Ak. Native Female	White Male	Black Male	Hispanic Male	Asian Male	Am. Indian/Ak. Native Male	TOTAL
Officials/Administrators	3					18		1			22
%	13.6					81.8		4.5			100.0
Professionals	257	4	6	12	16	513	7	9	18	12	854
%	30.1	.5	.7	1.4	1.9	60.1	.8	1.1	2.1	1.4	100.0
Technicians	20	0	1	2	2	32	2	0	3	4	66
%	30.3	0	1.5	3.0	3.0	48.5	3.0	0	4.5	6.1	100.0
Protective Services	8	0	0	0	1	61	4	5	2	5	86
%	9.3	0	0	0	1.2	70.9	4.7	5.8	2.3	5.8	100.0
Paraprofessional	41	6	4	3	8	10	0	2	0	1	75
%	54.7	8.0	5.3	4.0	10.7	13.3	0	2.7	0	1.3	100.0
Administrative Support	141	7	3	11	15	26	2	0	1	3	209
%	67.5	3.3	1.4	5.3	7.2	12.4	.9	0	.5	1.4	100.0
Skilled Craft	14	0	0	1	1	774	10	12	24	75	911
%	1.5	0	0	.1	.1	85.0	1.1	1.3	2.6	8.2	100.0
Service/Maintenance	77	2	3	21	11	276	13	15	52	39	509
%	15.1	.4	.6	4.1	2.2	54.2	2.6	3.0	10.2	7.7	100.0
Total	561	19	17	50	54	1710	38	44	100	139	2732
%	20.5	.7	.6	1.8	2.0	62.6	1.4	1.6	3.7	5.1	100.0

Personnel Activities – Full-Time New Hires Agency Wide FY 2010													
EEO-4 Category	White Female	Black Female	Hispanic Female	Asian/Pacific Female	Am. Indian/Ak. Native Female	Total Female	White Male	Black Male	Hispanic Male	Asian/Pacific Male	Am. Indian/AK. Native Male	Total Male	Grand Total
Officials/Administrators							2					2	2
Professionals	26					26	51	1		2	1	55	81
Technicians													
Protective Services	1					1	1					1	2
Paraprofessionals	15		1			16	19			3		22	38
Administrative Support	23	1	1	4	4	33	2				1	3	36
Skilled Craft	9					9	135	2	4	5	10	156	165
Service/Maintenance	21			4	3	28	76	8	2	5	11	102	130
Total	95	1	2	8	7	113	286	11	6	15	23	341	454

Personnel Activities – Promotions Agency Wide FY 2010													
EEO-4 Category	White Female	Black Female	Hispanic Female	Asian/Pacific Female	Am. Indian/Ak. Native Female	Total Female	White Male	Black Male	Hispanic Male	Asian/Pacific Male	Am. Indian/AK. Native Male	Total Male	Grand Total
Officials/Administrators	1					1						0	1
Professionals	39		1	1	4	45	52	1	3	3	2	61	106
Technicians	13				1	14	15				1	16	30
Protective Services						0	9	1	2			12	12
Paraprofessionals						0						0	0
Administrative Support	21	1		1	3	26	3	1			1	5	31
Skilled Craft	1			1		2	74		3	2	7	86	88
Service/Maintenance	12	1	2		3	18	23		1	6	5	35	53
Total	87	2	3	3	11	106	176	3	9	11	16	215	321

Personnel Activities – Training Agency Wide FY 2010													
EEO-4 Category	White Female	Black Female	Hispanic Female	Asian/Pacific Female	Am. Indian/Ak. Native Female	Total Female	White Male	Black Male	Hispanic Male	Asian/Pacific Male	Am. Indian/AK. Native Male	Total Male	Grand Total
Officials/Administrators													
Professionals													
Technicians													
Protective Services													
Paraprofessionals													
Administrative Support													
Skilled Craft													
Service/Maintenance													
Total	Not available – in process of converting to a new training system												

Personnel Activities – Terminations Agency wide FY 2010													
EEO-4 Category	White Female	Black Female	Hispanic Female	Asian/Pacific Female	Am. Indian/Ak. Native Female	Total Female	White Male	Black Male	Hispanic Male	Asian/Pacific Male	Am. Indian/AK. Native Male	Total Male	Grand Total
Officials/Administrators	3					3	4					4	7
Professionals	51	2	2	4	4	63	83	1	2	2	4	92	155
Technicians	10					10	15	1		1	3	20	30
Protective Services	2				1	3	17				1	18	21
Paraprofessionals						0						0	0
Administrative Support	34	3	3	2	5	47	10	1		1	3	15	62
Skilled Craft	4		1		2	7	129	1	2	2	18	152	159
Service/Maintenance	27		2	1	11	41	77	6	5	9	27	124	165
Total	131	5	8	7	23	174	335	10	9	15	56	425	599
Personnel Activities – Involuntary & Voluntary Demotions Agency wide FY 2010													
EEO-4 Category	White Female	Black Female	Hispanic Female	Asian/Pacific Female	Am. Indian/Ak. Native Female	Total Female	White Male	Black Male	Hispanic Male	Asian/Pacific Male	Am. Indian/AK. Native Male	Total Male	Grand Total
Officials/Administrators						0						0	0
Professionals	4					4	3					3	7
Technicians						0	1					1	1
Protective Services						0						0	0
Paraprofessionals						0						0	0
Administrative Support	2					2	4					4	6
Skilled Craft						0	10	1			2	13	13
Service/Maintenance	1		1			2	7				1	8	10
Total	7		1			8	25	1			3	29	37
Personnel Activities – Disciplinary Agency wide FY 2010													
EEO-4 Category	White Female	Black Female	Hispanic Female	Asian/Pacific Female	Am. Indian/Ak. Native Female	Total Female	White Male	Black Male	Hispanic Male	Asian/Pacific Male	Am. Indian/AK. Native Male	Total Male	Grand Total
Officials/Administrators													
Professionals													
Technicians													
Protective Services													
Paraprofessionals													
Administrative Support													
Skilled Craft													
Service/Maintenance													
Total	FY10 Information Unavailable												

Personnel Activities – Layoff/Recall Agency wide FY 2010													
EEO-4 Category	White Female	Black Female	Hispanic Female	Asian/Pacific Female	Am. Indian/Ak. Native Female	Total Female	White Male	Black Male	Hispanic Male	Asian/Pacific Male	Am. Indian/AK. Native Male	Total Male	Grand Total
Officials/Administrators													
Professionals	1					1	2					2	3
Technicians													
Protective Services							1					1	1
Paraprofessionals													
Administrative Support													
Skilled Craft													
Service/Maintenance							1					1	1
Total	1					1	4					4	5

Net Changes in Full Time Employment Agency Wide

Report Period: 7/1/2009 – 7/1/2010

Note: Data represents identified ethnic groups and females representing full-time employees

Ethnic Categories →	BLACKS				AMERICAN INDIAN/ ALASKA NATIVE				ASIAN/PACIFIC ISLANDER				HISPANIC/LATINOS				WHITES				FEMALES			
	FY 2009	FY 2010	Net Dif.	%	FY 2009	FY 2010	Net Dif.	%	FY 2009	FY 2010	Net Dif.	%	FY 2009	FY 2010	Net Dif.	%	FY 2009	FY 2010	Net Dif.	%	FY 2009	FY 2010	Net Dif.	%
Officials/Administrators	0	0	0	0.0	0	0	0	0.0	0	0	0	0.0	1	1	0	0.0	20	21	+1	+5.0	4	3	-1	-25.0
Professionals	12	11	-1	-8.3	27	28	+1	+3.7	31	30	-1	-3.2	18	15	-3	-16.7	740	770	+30	+4.1	286	295	+9	+3.1
Technicians	2	2	0	0.0	7	6	-1	-14.3	4	5	+1	+25.0	1	1	0	0.0	47	52	+5	+10.6	23	25	+2	+8.7
Protective Services	4	4	0	0.0	7	6	-1	-14.3	2	2	0	0.0	5	5	0	0.0	76	69	-7	-9.2	8	9	+1	+12.5
Paraprofessionals	5	6	+1	+20.0	9	9	0	0.0	3	3	0	0.0	5	6	+1	+20.0	52	51	-1	-2.0	63	62	-1	-1.6
Administrative Support	9	9	0	0.0	16	18	+2	+12.5	9	12	+3	+33.3	4	3	-1	-25.0	162	167	+5	+3.1	166	177	+11	+6.6
Skilled Craft	9	10	+1	+11.1	67	76	+9	+13.4	23	25	+2	+8.7	9	12	+3	+33.3	770	788	+18	+1.7	20	16	-4	-20.0
Service/Maintenance	12	15	+3	+25.0	55	50	-5	-9.1	71	73	+2	+2.8	21	18	-3	-14.3	359	353	-6	-3.6	112	114	+2	+1.8
Total	53	57	+4	+7.5	188	193	+5	+2.7	143	150	+7	+4.9	64	61	-3	-4.7	2226	2271	+45	+2.0	682	701	+19	+1.8

FY09 Permanent Full-time Workforce	2674
FY10 Permanent Full-time Workforce	2732
(+Gain/ -Loss)	+58

	FY 2009	FY 2010	(+Gain/ -Loss)
Non-Minorities	2226	2271	+45
Minorities	448	461	+13

	FY 2009	FY 2010	(+Gain/ -Loss)
Females	682	694	+12

JOB GROUP NARRATIVE

Job groups are derived from the workforce analysis and will consist of jobs with similar content, wage rates, and opportunities as provided in EEO-4 Report.

Job Category Definitions

Officials/Administrators: Occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, or direct individual departments or special phases of the agency's operations, or provide specialized consultation on a regional, district or area basis.

Professionals: Occupations which require specialized and theoretical knowledge which is usually acquired through college training or through work experience and other training which provides comparable knowledge.

Technicians: Occupations which require a combination of basic scientific or technical knowledge and manual skill which can be obtained through specialized post-secondary school education or through equivalent on-the-job training.

Protective Services: Occupations in which workers are entrusted with public safety, security and protection from destructive forces.

Paraprofessionals: Occupations in which workers perform some of the duties of a professional or technician in a supportive role, which usually require less formal training and/or experience normally required for professional or technician status.

Administrative Support: Occupations in which workers are responsible for internal and external communication, recording and retrieval of data and/or information and other documents required in an office.

Skilled Craft Workers: Occupations in which workers perform duties which require special manual skill and a thorough and comprehensive knowledge of the process involved in the work which is acquired through on-the-job training and experience or through apprenticeship or other formal training programs.

Service/Maintenance: Occupations in which workers perform duties which result in or contribute to the comfort, convenience, hygiene or safety of the general public or which contribute to the maintenance and care of buildings, facilities or grounds of public property. Workers in this group may operate machinery.

In order to compute the Eight Factor Analysis (Availability Analysis), consider each of the EEO-4 job categories:

1. Population
2. Unemployed workers
3. Civilian Labor Force
4. Requisite skills – immediate labor area
5. Requisite skills – recruitment area
6. Employees available for promotion
7. Educational institution trainable
8. Training provided within department

Explanation of Factors:

Factors 1 through 5 and 7 are considered *External Factors*

Factors 6 and 8 are considered *Internal Factors*

Factors 1, 2 and 3 involve weighting immediate labor area availability

Factor 4 involves weighting boroughs, state and/or United States for immediate labor area availability

Factor 5 involves weighting boroughs, state and/or United States, by job groups, for recruitment area availability

Raw availability statistics are collected for each factor in each job group.

All factors must be considered, but only relevant factors are given value weight (see Availability Factor Computation Analysis Tables 8 and 9). The results are weighted statistics that are then summed by affected groups in each job group.

Finally, the calculated availability is compared with the availability for Factors 4 and 5. If calculated availability is less than these factors, the greater of the two factors will be used in lieu of the calculated availability. (For example, if the calculated availability for females in the Professionals job group is 23.9% and the requisite skills in the recruiting area factor are 36.4%, then 36.4% is applied in lieu of the calculated availability (23.9%)).

JOB GROUP ANALYSIS

Total full-time workforce by EEO-4 Category as of 7/1/2010														
EEO-4 Category	Total Employees	Total Male	Total Female	Total Minority	Male					Female				
					W	B	H	AS/PI	AI/AN	W	B	H	AS/PI	AI/AN
Officials/Administrators	22	19	3	1	18	0	1	0	0	3	0	0	0	0
Professionals	854	559	295	84	513	7	9	18	12	257	4	6	12	16
Technicians	66	41	25	14	32	2	0	3	4	20	0	1	2	2
Protective Services	86	77	9	17	61	4	5	2	5	8	0	0	0	1
Paraprofessionals	75	13	62	24	10	0	2	0	1	41	6	4	3	8
Administrative Support	209	32	177	42	26	2	0	1	3	141	7	3	11	15
Skilled Craft	911	895	16	123	774	10	12	24	75	14	0	0	1	1
Service/Maintenance	509	395	114	156	276	13	15	52	39	77	2	3	21	11
Total	2732	2031	694	461	1710	38	44	100	139	561	19	17	50	54

Key:

B Black

AS/PI Asian /Pacific Islander

AI/AN American Indian/Alaska Native

H Hispanic

AVAILABILITY FACTOR COMPUTATION ANALYSIS

Alaska Department of Transportation and Public Facilities
 Date: 07/01/2010
 EEO-4 Category: Officials/Administrators (Political Appointees)

Factors*	Raw Statistics Availability %								Weighted Factor Availability							Statistic Source	
	Value Weight	M	F	W	B	H	A/PI	AI/AN	M	F	W	B	H	A/PI	AI/AN		Reason for Weighting
1. % of population in the specified labor or recruitment area	0.0	35.8	48.3	76.2	4.7	5.6	7.1	18.4									US Census Bureau
2. % of unemployment in the specified labor or recruitment area	0.0	.7	.3	.3	.0	.0	.1	.6									2000 EEO Census Tool
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	16.4	25.2	83.6	2.0	2.1	5.5	6.5									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	100.0	29.8	43.8	70.2	4.4	2.1	6.2	17.1									2000 EEO Census Tool
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	29.8	43.8	70.2	4.4	2.1	6.2	17.1									2000 EEO Census Tool
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF																	
7. Estimate of existence of training institutions for the requisite skills required for minorities or females																	
8. Estimate of training efforts the AK DOT/PF is reasonably able to undertake for the job group available to minorities/females																	
Final Availability Factor	N/A Political Appointees																

Key:

- M Minority
- F Female
- B Black
- AS/PI Asian /Pacific Islander
- AI/AN American Indian/Alaska Native
- H Hispanic

AVAILABILITY FACTOR COMPUTATION ANALYSIS

Alaska Department of Transportation and Public Facilities
 Date: 07/01/2010
 EEO-4 Category: Professionals

Factors*	Raw Statistics Availability %								Weighted Factor Availability								Statistic Source
	Value Weight	M	F	W	B	H	A/PI	AI/AN	M	F	W	B	H	A/PI	AI/AN	Reason for Weighting	
1. % of population in the specified labor or recruitment area	0.0	35.8	48.3	76.2	4.7	5.6	7.1	18.4									US Census Bureau
2. % of unemployment in the specified labor or recruitment area	0.0	.7	.3	.3	.0	.0	.1	.6									2000 EEO Census Tool
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	9.1	37.9	90.9	1.7	1.4	2.9	3.0									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	.75	25.8	55.0	74.2	3.9	1.7	5.1	15.1	19.4	41.3	55.7	2.9	1.3	3.8	11.3	Labor Force	2000 EEO Census Tool
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	25.8	55.0	74.2	3.9	1.7	5.1	15.1									2000 EEO Census Tool
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF	.15	11.4	36.3	70.9	1.6	1.5	3.0	2.9	1.7	5.5	10.6	.2	.2	.5	.4	Promotional Opportunity from Total Workforce	AKPAY
7. Estimate of existence of training institutions for the requisite skills required for minorities or females	.10	26.1	62.3	65.7	3.5	3.5	4.2	14.9	2.6	6.2	6.6	.4	.4	.4	1.5	College Graduates	Nat'l Center for Education Statistics
8. Estimate of training efforts the AK DOT/PF is reasonably able to undertake for the job group available to minorities/females	0.0	9.6	29.8	90.4	1.5	1.5	4.2	2.4									LMS
Final Availability Factor	100.00								23.7	53.0	72.9	3.5	1.9	4.7	13.2		

Key:

- M Minority
- F Female
- B Black
- AS/PI Asian /Pacific Islander
- AI/AN American Indian/Alaska Native
- H Hispanic

AVAILABILITY FACTOR COMPUTATION ANALYSIS

Alaska Department of Transportation and Public Facilities
 Date: 07/01/2010
 EEO-4 Category: Technicians

Factors*	Raw Statistics Availability %								Weighted Factor Availability								Statistic Source
	Value Weight	M	F	W	B	H	A/PI	AI/AN	M	F	W	B	H	A/PI	AI/AN	Reason for Weighting	
1. % of population in the specified labor or recruitment area	0.0	35.8	48.3	76.2	4.7	5.6	7.1	18.4									US Census Bureau
2. % of unemployment in the specified labor or recruitment area	0.0	.7	.3	.3	.0	.0	.1	.6									2000 EEO Census Tool
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	10.9	35.9	90.6	3.0	1.5	1.5	3.0									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	.75	29.0	46.9	71.0	5.0	2.7	4.1	17.2	21.8	35.2	53.3	3.8	2.0	3.1	12.9	Labor Force	2000 EEO Census Tool
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	29.0	46.9	71.0	5.0	2.7	4.1	17.2									2000 EEO Census Tool
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF	.15	9.3	27.7	62.7	2.1	1.0	1.0	5.8	1.4	4.2	9.4	.3	.2	.2	.9	Promotional Opportunity from Total Workforce	AKPAY
7. Estimate of existence of training institutions for the requisite skills required for minorities or females	.10	46.3	46.9	53.7	3.8	5.7	1.6	23.9	4.6	4.7	5.4	.4	.6	.2	2.4	New High School Graduates	Nat'l Center for Education Statistics
8. Estimate of training efforts the AK DOT/PF is reasonably able to undertake for the job group available to minorities/females	0.0	13.5	4.7	86.5	0.0	4.0	.8	8.7									LMS
Final Availability Factor	100.00								27.8	44.1	68.1	4.5	2.8	3.5	16.2		

Key:

- M Minority
- F Female
- B Black
- AS/PI Asian /Pacific Islander
- AI/AN American Indian/Alaska Native
- H Hispanic

AVAILABILITY FACTOR COMPUTATION ANALYSIS

Alaska Department of Transportation and Public Facilities

Date: 07/01/2010

EEO-4 Category: Protective Services

Factors*	Raw Statistics Availability %								Weighted Factor Availability								Statistic Source
	Value Weight	M	F	W	B	H	A/PI	AI/AN	M	F	W	B	H	A/PI	AI/AN	Reason for Weighting	
1. % of population in the specified labor or recruitment area	0.0	35.8	48.3	76.2	4.7	5.6	7.1	18.4									US Census Bureau
2. % of unemployment in the specified labor or recruitment area	0.0	.7	.3	.3	.0	.0	.1	.6									2000 EEO Census Tool
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	18.1	13.8	81.9	4.2	4.2	3.1	6.4									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	.75	38.7	15.1	61.3	7.0	2.3	4.1	25.4	29.0	11.3	46.0	5.3	1.7	3.1	19.1	Labor Force	2000 EEO Census Tool
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	38.7	15.1	61.3	7.0	2.3	4.1	25.4									2000 EEO Census Tool
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF	.15	18.1	13.8	81.9	4.2	4.2	3.1	6.4	2.7	2.1	12.3	.6	.6	.5	1.0	Promotional Opportunity from Total Workforce	AKPAY
7. Estimate of existence of training institutions for the requisite skills required for minorities or females	.10	46.3	46.9	53.7	3.8	5.7	1.6	23.9	4.6	4.7	5.4	.4	.6	.2	2.4	New High School Graduates	Nat'l Center for Education Statistics
8. Estimate of training efforts the AK DOT/PF is reasonably able to undertake for the job group available to minorities/females	0.0	14.6	25.5	85.5	1.8	3.6	3.6	5.5									LMS
Final Availability Factor	100.00								36.3	18.0	63.7	6.3	2.9	3.8	22.5		

Key:

M Minority

F Female

B Black

AS/PI Asian /Pacific Islander

AI/AN American Indian/Alaska Native

H Hispanic

AVAILABILITY FACTOR COMPUTATION ANALYSIS

Alaska Department of Transportation and Public Facilities

Date: 07/01/2010

EEO-4 Category: Paraprofessionals

Factors*	Raw Statistics Availability %								Weighted Factor Availability							Statistic Source	
	Value Weight	M	F	W	B	H	A/PI	AI/AN	M	F	W	B	H	A/PI	AI/AN		Reason for Weighting
1. % of population in the specified labor or recruitment area	0.0	35.8	48.3	76.2	4.7	5.6	7.1	18.4									US Census Bureau
2. % of unemployment in the specified labor or recruitment area	0.0	.7	.3	.3	.0	.0	.1	.6									2000 EEO Census Tool
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	31.2	84.9	68.2	9.7	6.5	7.5	7.5									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	.75	41.9	71.1	58.1	5.6	3.1	8.3	24.8	31.4	53.3	43.6	4.2	2.3	6.2	18.6	Labor Force	2000 EEO Census Tool
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	41.9	71.1	58.1	5.6	3.1	8.3	24.8									2000 EEO Census Tool
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF	.15	26.4	73.6	73.6	7.2	4.8	5.6	8.8	4.0	11.0	11.0	1.2	.7	.8	1.3	Promotional Opportunity from Total Workforce	AKPAY
7. Estimate of existence of training institutions for the requisite skills required for minorities or females	.10	46.3	46.9	53.7	3.8	5.7	1.6	23.9	4.6	4.7	5.4	.4	.6	.2	2.4	New High School Graduates	Nat'l Center for Education Statistics
8. Estimate of training efforts the AK DOT/PF is reasonably able to undertake for the job group available to minorities/females	0.0	24.2	52.0	76.4	5.5	7.9	4.7	5.5									LMS
Final Availability Factor	100.00								40.0	69.0	60.0	5.8	3.6	7.2	22.3		

Key:

M Minority

F Female

B Black

AS/PI Asian /Pacific Islander

AI/AN American Indian/Alaska Native

H Hispanic

AVAILABILITY FACTOR COMPUTATION ANALYSIS

Alaska Department of Transportation and Public Facilities

Date: 07/01/2010

EEO-4 Category: Administrative Support

Factors*	Raw Statistics Availability %								Weighted Factor Availability								Statistic Source
	Value Weight	M	F	W	B	H	A/PI	AI/AN	M	F	W	B	H	A/PI	AI/AN	Reason for Weighting	
1. % of population in the specified labor or recruitment area	0.0	35.8	48.3	76.2	4.7	5.6	7.1	18.4									US Census Bureau
2. % of unemployment in the specified labor or recruitment area	0.0	.7	.3	.3	.0	.0	.1	.6									2000 EEO Census Tool
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	21.5	85.9	78.5	5.5	1.8	3.7	10.4									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	.75	41.9	71.1	58.1	5.6	3.1	8.3	24.8	31.4	53.3	43.6	4.2	2.3	6.2	18.6	Labor Force	2000 EEO Census Tool
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	41.9	71.1	58.1	5.6	3.1	8.3	24.8									2000 EEO Census Tool
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF	.15	21.2	85.5	78.2	5.0	1.7	3.4	11.7	3.2	12.8	11.7	.8	.3	.5	1.7	Promotional Opportunity from Total Workforce	AKPAY
7. Estimate of existence of training institutions for the requisite skills required for minorities or females	.10	46.3	46.9	53.7	3.8	5.7	1.6	23.9	4.6	4.7	5.4	.4	.6	.2	2.4	New High School Graduates	Nat'l Center for Education Statistics
8. Estimate of training efforts the AK DOT/PF is reasonably able to undertake for the job group available to minorities/females	0.0	12.0	92.0	88.0	6.4	1.6	1.6	2.4									LMS
Final Availability Factor	100.00								39.2	70.8	60.7	5.4	3.2	6.9	22.7		

Key:

M Minority

F Female

B Black

AS/PI Asian /Pacific Islander

AI/AN American Indian/Alaska Native

H Hispanic

AVAILABILITY FACTOR COMPUTATION ANALYSIS

Alaska Department of Transportation and Public Facilities
 Date: 07/01/2010
 EEO-4 Category: Skilled Craft

Factors*	Raw Statistics Availability %								Weighted Factor Availability								Statistic Source
	Value Weight	M	F	W	B	H	A/PI	AI/AN	M	F	W	B	H	A/PI	AI/AN	Reason for Weighting	
1. % of population in the specified labor or recruitment area	0.0	35.8	48.3	76.2	4.7	5.6	7.1	18.4									US Census Bureau
2. % of unemployment in the specified labor or recruitment area	0.0	.7	.3	.3	.0	.0	.1	.6									2000 EEO Census Tool
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	11.6	1.6	88.3	1.0	.9	3.2	6.8									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	.75	33.0	5.8	67.0	2.8	2.5	2.8	24.9	24.8	4.4	50.3	2.1	1.9	2.1	18.7	Labor Force	2000 EEO Census Tool
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	33.0	5.8	67.0	2.8	2.5	2.8	24.9									2000 EEO Census Tool
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF	.15	10.4	2.6	87.6	.8	.8	2.8	8.0	1.6	.4	13.1	.1	.1	.4	1.2	Promotional Opportunity from Total Workforce	AKPAY
7. Estimate of existence of training institutions for the requisite skills required for minorities or females	.10	3.9	3.8	4.0	4.3	3.9	3.0	4.3	.4	.4	.4	.4	.4	.3	.4	Vocational School Graduates	Nat'l Center for Education Statistics
8. Estimate of training efforts the AK DOT/PF is reasonably able to undertake for the job group available to minorities/females	0.0	9.6	0.0	90.4	.1	.1	5.0	4.4									LMS
Final Availability Factor	100.00								26.8	5.2	63.8	2.6	2.4	2.8	20.3		

Key:

- M Minority
- F Female
- B Black
- AS/PI Asian /Pacific Islander
- AI/AN American Indian/Alaska Native
- H Hispanic

AVAILABILITY FACTOR COMPUTATION ANALYSIS

Alaska Department of Transportation and Public Facilities

Date: 07/01/2010

EEO-4 Category: Service/Maintenance

Factors*	Raw Statistics Availability %								Weighted Factor Availability								Statistic Source
	Value Weight	M	F	W	B	H	A/PI	AI/AN	M	F	W	B	H	A/PI	AI/AN	Reason for Weighting	
1. % of population in the specified labor or recruitment area	0.0	35.8	48.3	76.2	4.7	5.6	7.1	18.4									US Census Bureau
2. % of unemployment in the specified labor or recruitment area	0.0	.7	.3	.3	.0	.0	.1	.6									2000 EEO Census Tool
3. % of minorities/females in total full-time workforce in the specific labor area	0.0	31.2	23.8	68.8	2.4	4.1	14.2	10.5									AKPAY
4. % of availability of minorities/females with the requisite skills in the specified labor area	.75	52.5	41.0	47.5	6.1	4.4	13.2	28.8	39.4	30.8	35.6	4.6	3.3	9.9	21.6	Labor Force	2000 EEO Census Tool
5. % of minorities/females with requisite skills in the reasonable recruitment area	0.0	52.5	41.0	47.5	6.1	4.4	13.2	28.8									2000 EEO Census Tool
6. % of minorities/females, promotable, transferable and trainable within the AK DOT/PF	.15	32.8	25.7	67.2	2.3	4.0	13.1	11.5	4.9	3.9	10.1	.4	.6	2.0	1.7	Promotional Opportunity from Total Workforce	AKPAY
7. Estimate of existence of training institutions for the requisite skills required for minorities or females	.10	83.7	16.3	59.8	1.6	1.6	1.1	24.5	8.4	1.6	6.0	.2	.2	.1	2.5	Vocational School Graduates	Nat'l Center for Education Statistics
8. Estimate of training efforts the AK DOT/PF is reasonably able to undertake for the job group available to minorities/females	0.0	31.2	27.0	68.8	1.4	2.3	10.6	16.8									LMS
Final Availability Factor	100.00								52.7	36.3	51.7	5.2	4.1	12.0	25.8		

Key:

M Minority

F Female

B Black

AS/PI Asian /Pacific Islander

AI/AN American Indian/Alaska Native

H Hispanic

EEO-4 Data Sheet for Alaska Department of Transportation & Public Facilities as of June 30, 2010

JOB CATEGORIES	ANNUAL SALARY (In thousands 000)	TOTAL (COLUMNS B-K)	MALE					FEMALE				
			NON- HISPANIC ORIGIN		HISPANIC	ASIAN OR PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKAN NATIVE	NON- HISPANIC ORIGIN		HISPANIC	ASIAN OR PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKAN NATIVE
			WHITE B	BLACK C	D	E	F	WHITE G	BLACK H	I	J	K
		A										
OFFICIALS/ ADMINISTRATOR	1. \$0.1-15.9	7	6					1				
	2. 16.0-19.9	2	2									
	3. 20.0-24.9	1	1									
	4. 25.0-32.9	3	3									
	5. 33.0-42.9	1	1									
	6. 43.0-54.9	0										
	7. 55.0-69.9	1	1									
	8. 70.0 PLUS	7	4		1			2				
TOTAL		22	18	0	1	0	0	3	0	0	0	0
PROFESSIONALS	9. \$0.1-15.9	76	60		1	2	2	11				
	10. 16.0-19.9	16	14				1	1				
	11. 20.0-24.9	9	7					2				
	12. 25.0-32.9	5	5									
	13. 33.0-42.9	18	8									
	14. 43.0-54.9	113	47		1	1	4	53	1	1	2	3
	15. 55.0-69.9	250	124	3	4	7	2	92	2	5	4	7
	16. 70.0- PLUS	367	248	4	3	8	3	88	1		6	6
TOTAL		854	513	7	9	18	12	257	4	6	12	16
TECHNICIANS	17. \$0.1-15.9	0										
	18. 16.0-19.9	0										
	19. 20.0-24.9	0										
	20. 25.0-32.9	0										
	21. 33.0-42.9	11	3					7				1
	22. 43.0-54.9	30	14	1		3	4	5		1	2	
	23. 55.0-69.9	20	12	1				6				1
	24. 70.0- PLUS	5	3					2				
TOTAL		66	32	2	0	3	4	20	0	1	2	2
PROTECTIVE SERVICES	25. \$0.1-15.9	0										
	26. 16.0-19.9	0										
	27. 20.0-24.9	0										
	28. 25.0-32.9	0										
	29. 33.0-42.9	0										
	30. 43.0-54.9	17	15		1			1				
	31. 55.0-69.9	38	29	1	2	1	2	2				1
	32. 70.0- PLUS	31	17	3	2	1	3	5				
TOTAL		86	61	4	5	2	5	8	0	0	0	1

PARAPROFESSIONAL	33. \$0.1-15.9	0										
	34. 16.0-19.9	0										
	35. 20.0-24.9	0										
	36. 25.0-32.9	1						1				
	37. 33.0-42.9	37	6		1			17	3	4		6
	38. 43.0-54.9	26	4		1		1	15	2		2	1
	39. 55.0-69.9	11						8	1		1	1
	40. 70.0- PLUS	0										
TOTAL		75	10	0	2	0	1	41	6	4	3	8
ADMINISTRATIVE SUPPORT	41. \$0.1-15.9	0										
	42. 16.0-19.9	0										
	43. 20.0-24.9	0										
	44. 25.0-32.9	51	5				1	34	4	1	5	1
	45. 33.0-42.9	85	7	1				65	3	1	4	4
	46. 43.0-54.9	51	10	1		1	1	32				6
	47. 55.0-69.9	22	4				1	10		1	2	4
	48. 70.0- PLUS	0										
TOTAL		209	26	2	0	1	3	141	7	3	11	15
SKILLED CRAFT	49. \$0.1-15.9	1	1									
	50. 16.0-19.9	0										
	51. 20.0-24.9	0										
	52. 25.0-32.9	5	2	1	1			1				
	53. 33.0-42.9	26	17	1	1	2	2	1			1	1
	54. 43.0-54.9	289	236	4	6	16	24	3				
	55. 55.0-69.9	488	424	4	4	6	42	8				
	56. 70.0- PLUS	102	94				7	1				
TOTAL		911	774	10	12	24	75	14	0	0	1	1
SERVICE? MAINTENANCE	57. \$0.1-15.9	11	8			1	2					
	58. 16.0-19.9	0										
	59. 20.0-24.9	0										
	60. 25.0-32.9	22	3	3		6	2				8	
	61. 33.0-42.9	109	44	5	4	15	7	22		1	5	6
	62. 43.0-54.9	197	110	4	5	20	16	29	1	2	6	4
	63. 55.0-69.9	122	73	1	5	10	10	19	1		2	1
	64. 70.0- PLUS	48	38		1		2	7				
TOTAL		509	276	13	15	52	39	77	2	3	21	11
65. TOTAL FULL TIME (LINES 1-64)		2732	1710	38	44	100	139	561	19	17	50	54

2. OTHER THAN FULL-TIME EMPLOYEES (Including temporary employees)												
66. OFFICIALS/ADMINISTRATORS												
67. PROFESSIONALS		21		1			7			1		
68. TECHNICIANS		87			2	13	37	1	1		5	
69. PROTECTIVE SERVICES												
70. PARAPROFESSIONAL		21		1		4	11					
71. ADMINISTRATIVE SUPPORT							2				2	
72. SKILLED CRAFT		83	1	2	5	22	12		1			
73. SERVICE/MAINTENANCE		94	6	5	14	29	54		3	4	13	
74. TOTAL OTHER THAN FULL TIME (Lines 66-73)		0	306	7	9	21	68	123	1	5	5	20
3. NEW HIRES DURING FISCAL YEAR (Permanent full time only)												
75. OFFICIALS/ADMINISTRATORS		2	2	0	0	0	0	0	0	0	0	
76. PROFESSIONALS		81	51	1	0	2	1	26	0	0	0	
77. TECHNICIANS		0	0	0	0	0	0	0	0	0	0	
78. PROTECTIVE SERVICES		2	1	0	0	0	0	1	0	0	0	
79. PARAPROFESSIONAL		38	19	0	0	3	0	15	0	1	0	
80. ADMINISTRATIVE SUPPORT		36	2	0	0	0	1	23	1	1	4	
81. SKILLED CRAFT		165	135	2	4	5	10	9	0	0	0	
82. SERVICE/MAINTENANCE		130	76	8	2	5	11	21	0	0	4	
83. TOTAL NEW HIRES(Lines 75-82)		454	286	11	6	15	23	95	1	2	8	7

UTILIZATION ANALYSIS NARRATIVE

As shown in the following Utilization Analysis Report, a comparison is made of the department's current full-time workforce, to the percentage of availability for each occupational group to determine underutilization and establish a basis for setting hiring goals.

For the Professional occupational category, the greatest number of underutilization occurs in the White female, and Alaska Native/American Indian male and female ethnicity/gender categories.

For the Protective Services occupational category, the greatest number of underutilization occurs in the Alaska Native/American Indian male ethnicity/gender category.

For the Administrative Support occupational category, the greatest number of underutilization occurs in the Alaska Native/American Indian female ethnicity/gender category.

For the Skilled Craft occupational category, the greatest number of underutilization occurs in the Black male, Hispanic male and Alaska Native/American Indian male ethnicity/gender categories.

For the Service/Maintenance occupational category, the greatest number of underutilization occurs in the Alaska Native/American Indian male and female, Black female and Asian Pacific Islander ethnicity/gender categories.

FY10 GOALS ANALYSIS

Professionals

Goal met or exceeded included White female (26 hires).

Goals not achieved included Black male, American Indian/Alaska Native male, Hispanic female, Black female, Asian/Pacific Islander female, American Indian/Alaska Native female.

Technicians

Goals not achieved included Black female and American Indian/Alaska Native female.

Protective Services

Goal met or exceeded included White female (1 hire).

Goal not achieved included Black male, American Indian/Alaska Native male.

Paraprofessionals

Goal not achieved included Black male, American Indian/Alaska Native male and female.

Administrative Support

Goal partially met included American Indian/Alaska Native male and female (4 hires).

Goals not achieved included Hispanic male and Asian/Pacific Islander male.

Skilled Craft

Goals met or exceeded included Asian/Pacific Islander male (5 hires).

Goals partially met included Black male (2 hires), Hispanic male (4 hires), American Indian/Alaska Native male (10 hires).

Service Maintenance

Goals met or exceeded included Black male (8 hires) and Alaska Native/American Indian male (11 hires).

Goals partially met included Asian/Pacific Islander female (4 hires).

Goals not met included Black female, Hispanic female and American Indian/Alaska Native female.

UTILIZATION ANALYSIS REPORT FY10

	Total Full-Time Workforce	Males					Females				
		White	Black	Hispanic	A/PI	AI/AN	White	Black	Hispanic	A/PI	AI/AN
Officials/Administrators											
Current # in Workforce	22	18		1			3				
% in Category		81.8		4.5			13.6				
% of Availability			2.1	1.0	2.9	7.9	30.0	2.3	1.1	3.3	9.2
% Utilization			-2.1	3.5	-2.9	-7.9	-16.4	-2.3	-1.1	-3.3	-9.2
Underutilized (Yes or No)			Y	N	Y	Y	Y	Y	Y	Y	Y
# Needed to Reach Parity			0		0	1	3	0	0	0	2
Professionals											
Current # in Workforce	854	513	7	9	18	12	257	4	6	12	16
% in Category		60.1	.8	1.1	2.1	1.4	30.1	.5	.7	1.4	1.9
% of Availability			1.5	.8	2.0	4.2	37.9	2.0	1.1	2.7	9.0
% Utilization			-7	.3	.1	-2.8	-7.8	-1.5	-4	-1.3	-7.1
Underutilized (Yes or No)			Y	N	N	Y	Y	Y	Y	Y	Y
# Needed to Reach Parity			6			24	67	13	3	11	61
Technicians											
Current # in Workforce	66	32	2	0	3	4	20	0	1	2	2
% in Category		48.5	3.0	0	4.5	6.1	30.3	0	1.5	3.0	3.0
% of Availability			1.2	1.4	1.4	7.6	28.9	3.2	1.4	2.1	8.6
% Utilization			1.8	-1.4	3.1	-1.5	1.4	-3.2	.1	.9	-5.6
Underutilized (Yes or No)			N	Y	N	Y	N	Y	N	N	Y
# Needed to Reach Parity				1		1		2			4
Protective Services											
Current # in Workforce	86	61	4	5	2	5	8	0	0	0	1
% in Category		70.9	4.7	5.8	2.3	5.8	9.3	0	0	0	1.2
% of Availability			6.3	2.9	3.8	20.2	10.7				2.4
% Utilization			-1.6	2.9	-1.5	-14.4	-1.4				-1.2
Underutilized (Yes or No)			Y	N	Y	Y	Y				Y
# Needed to Reach Parity			1		1	12	1				1
Paraprofessionals											
Current # in Workforce	75	10	0	2	0	1	41	6	4	3	8
% in Category		13.3	0	2.7	0	1.3	54.7	8.0	5.3	4.0	10.7
% of Availability			2.1	1.4	2.1	4.7	41.9	3.9	2.2	5.0	17.7
% Utilization			-2.1	1.3	-2.1	-3.4	12.8	4.1	3.1	-1.0	-7
Underutilized (Yes or No)			Y	N	Y	Y	N	N	N	Y	Y
# Needed to Reach Parity			2		2	3				1	5
Administrative Support											
Current # in Workforce	209	26	2	0	1	3	141	7	3	11	15
% in Category		12.4	.9	0	.5	1.4	67.5	3.3	1.4	5.3	7.2
% of Availability			1.9	1.2	2.0	4.9	42.3	3.5	2.0	4.9	17.9
% Utilization			-1.0	-1.2	-1.5	-3.5	25.2	-2	-6	.4	-10.7
Underutilized (Yes or No)			Y	Y	Y	Y	N	Y	Y	N	Y
# Needed to Reach Parity			2	3	3	7		0	1		22
Skilled Craft											
Current # in Workforce	911	774	10	12	24	75	14			1	1
% in Category		85.0	1.1	1.3	2.6	8.2	1.5			.1	.1
% of Availability			2.6	2.4	2.8	21.9	2.1			0	0
% Utilization			-1.5	-1.1	-2	-13.7	-6			.1	.1
Underutilized (Yes or No)			Y	Y	Y	Y	Y			N	N
# Needed to Reach Parity			13	10	1	125	5				
Service/Maintenance											
Current # in Workforce	502	276	13	15	52	39	70	2	3	21	11
% in Category		55.0	2.6	3.0	10.4	7.8	13.9	.4	.6	4.2	2.2
% of Availability			2.9	2.8	6.0	19.1	3.6	2.3	1.2	6.0	7.5
% Utilization			-.3	.2	4.4	-11.3	10.3	-1.9	-6	-1.8	-5.3
Underutilized (Yes or No)			Y	N	N	Y	N	Y	Y	Y	Y
# Needed to Reach Parity			2			57		10	3	9	27

Alaska DOT/PF Goal Projections FY11-FY15

FY11											
Job Categories	Numerical Goals	Males					Females				
		W	B	H	A/PI	AI/AN	W	B	H	A/PI	AI/AN
Officials/Administrators											
Professionals			2			6	14	3	1	3	13
Technicians				1		1		1			
Protective Services			1		1	3	1				1
Paraprofessionals			1		1	1				1	2
Administrative Support			1	1	1	2			1		5
Skilled Craft			3	2		20	2				
Service Maintenance			1			13		2	1	2	6
FY12											
Job Categories	Numerical Goals	Males					Females				
		W	B	H	A/PI	AI/AN	W	B	H	A/PI	AI/AN
Officials/Administrators											
Professionals			1			5	14	3	1	2	12
Technicians											2
Protective Services					1	3					
Paraprofessionals			1		1	1					2
Administrative Support			1	1	1	2					5
Skilled Craft			3	2		20	1				
Service Maintenance			1			13		2	1	2	6
FY13											
Job Categories	Numerical Goals	Males					Females				
		W	B	H	A/PI	AI/AN	W	B	H	A/PI	AI/AN
Officials/Administrators											
Professionals			1			6	12	2	1	2	12
Technicians								1			
Protective Services						2					
Paraprofessionals						1					1
Administrative Support				1	1	1					5
Skilled Craft			3	2		20	1				
Service Maintenance						12		2	1	2	5
FY14											
Job Categories	Numerical Goals	Males					Females				
		W	B	H	A/PI	AI/AN	W	B	H	A/PI	AI/AN
Officials/Administrators											
Professionals			1			5	12	2		2	12
Technicians											
Protective Services						2					
Paraprofessionals											1
Administrative Support						1					5
Skilled Craft			2	2		20	1				
Service Maintenance						10		2		2	5
FY15											
Job Categories	Numerical Goals	Males					Females				
		W	B	H	A/PI	AI/AN	W	B	H	A/PI	AI/AN
Officials/Administrators											
Professionals			1			5	12	2		2	12
Technicians											
Protective Services						2					
Paraprofessionals											1
Administrative Support						1					2
Skilled Craft			2	2		20					
Service Maintenance						10		2		1	5

Key: W=White B=Black H=Hispanic A/PI=Asian/Pacific Islander AI/AN=American Indian/Alaska Native

Internal EEO Civil Rights Complaint Procedures

The Department is committed to provide a workplace free from discrimination.

Any department employee or individual who believes s/he has been discriminated against on the basis of race, national origin, religion, gender, age, physical or mental disability, marital status, parenthood, pregnancy, veteran status, or retaliation for having filed a discrimination complaint or participated in the complaint process has protection through remedies available in Federal and State law and may file a complaint.

Complaint processes set out in Federal or State law:

Alaska Statutes 39.28 - Informal Complaints

EEO Administrative Review, an informal investigation performed by the Department of Administration, Division of Personnel & Labor Relations, Equal Employment Opportunity Program. The timeline for completing an investigation and preparing the response is 90 days.

Alaska Statutes 18.80 – Formal Complaints

The Department of Administration, Division of Personnel & Labor Relations, Equal Employment Opportunity Program is the liaison for formal complaints and public hearings through the Alaska State Commissioner for Human Rights (ASCHR). Investigations are conducted by either a Human Resource Specialist, the Assistant Human Resource Manager, or the Human Resource Manager/Equal Employment Officer from the DOT&PF Human Resources Service Center. A position statement is sent within 45 days to the Human Rights Commission for the respondent agency. The Human Rights Commission controls the timelines for the investigation and closure of the complaint.

Title VII of the Civil Rights Act, the Americans with Disabilities Act, and the Age Discrimination Act

Formal investigations and public hearings through the Federal Equal Employment Opportunity Commission (EEOC). Investigations are conducted by a Human Resource Specialist, the Assistant Human Resource Manager, or the Human Resource Manager/Equal Employment Officer from the DOT&PF Human Resources Service Center. A position statement is sent within 20 days to the EEOC for the respondent agency. The EEOC controls the timelines for their investigation and closure of the complaint.

An individual who believes they have been discriminated against and wishes to file a complaint via the complaint processes outlined above can contact:

1. Their Supervisor, Division Director, Regional Director, or a DOT&PF Human Resources Service Center Human Resource Specialist, Assistant Human Resource Manager, Human Resource Manager/Equal Employment Officer, OR
2. The Department of Administration, Division of Personnel & Labor Relations, EEO Program

Should the employee or applicant for employment contact a member of the department mentioned in (1) above, the Supervisor, Division Director, Regional Director contacts:

1. The Human Resource Specialist;
2. The Assistant Human Resource Manager; OR
3. The Human Resource Manager/ Equal Employment Officer

The Human Resource Specialist, Assistant Human Resource Manager, or Human Resource Manager/ Equal Employment Officer provide the complainant:

1. An explanation of available complaint processes and may offer guidance.

The Human Resource Manager/Equal Employment Officer:

1. Serves as a liaison to the Commissioner's Office, Human Resource Specialists, investigating agency(s), as applicable, and complainant throughout these complaint processes; and
2. Reviews/approves position statements prepared by the agency representing the department.

The Equal Employment Opportunity Representative:

1. Approves all settlement and compliance agreements between the department and federal or state civil rights enforcement agencies.

The Human Resources Manager/Equal Employment Officer, Assistant Human Resource Manager, and/or Human Resource Specialists:

1. Shall advise the complainant of the external appeal channels available in the event of disagreement, i.e., Alaska State Commission for Human Rights, Equal Employment Opportunity Commission, Federal Highway Administration, U.S. Department of Transportation and U.S. Department of Justice.

Complaint process provided by DOT&PF Human Resources Service Center:

Internal Department Investigation

Informal internal investigations are performed by the DOT&PF Human Resources Service Center's Human Resource Manager/Equal Employment Officer, Assistant Human Resource Manager, or Human Resource Specialists. Use of the internal department investigation process does not preclude a complainant from filing a complaint utilizing the above listed informal or formal complaint processes. Results of the investigation are kept confidential and are provided to the complainant and affected parties. Investigatory results usually are completed within 30 days.

Human Resource Specialists conduct the departmental investigation into the allegations of the complaint by:

1. Scheduling interviews with witnesses/complainant;
2. Consulting with management to discuss issues/allegations and ensure a discrimination free workplace;
3. Consulting with Human Resource Manager/Equal Employment Officer; and
4. Preparing a written report of investigatory findings within 30 days and forwarding to the Human Resource Manager/Equal Employment Officer.

The Human Resource Manager/Equal Employment Officer reviews and approves investigatory findings and serves as a liaison to the Commissioner's Office.

Human Resource Specialists are also responsible for:

1. Ensuring, as required, that any action resulting from the findings occurs; and
2. Providing evidence of such action to the Human Resources Manager/Equal Employment Officer.

Publicizing Informal and Formal Complaint Procedures

The complaint procedures will be made available to employees via the department's web site.

Retaliation Prohibited

An employer may not fire, demote, harass or otherwise "retaliate" against an individual for filing a charge of discrimination, participating in a discrimination proceeding, or otherwise opposing discrimination. Retaliation occurs when an employer takes an adverse action against a covered individual because he or she engaged in a

protected activity. Managers/supervisors/employees found to have taken retaliatory actions will be subject to appropriate disciplinary measures.

Compliance With Federal And State Laws

Managers and supervisors are expected to comply with federal and state civil rights laws.

In an efforts to achieve equal employment opportunity for all individuals in the Department, the Department will be guided by the intent and mandate of all applicable federal and state laws including, but not limited to the following:

1. The Civil Rights Act of 1991 S. 1745 (P.L. 102-166).

Section 3. Purposes

- 1) to provide appropriate remedies for intentional discrimination and unlawful harassment in the work place.
- 2) to codify the concepts of "business necessity" and "job related" enunciated by the Supreme Court in *Griggs v. Duke Power Co.*, 401 U.S. 424 (1971), and in the other Supreme Court decisions prior to *Wards Cove Packing Co. v. Atonio*, 490 U.S. 642 (1989);
- 3) to confirm statutory authority and provide statutory guidelines for the adjudication of disparate impact suits under Title VII of the Civil Rights Act of 1964 (42 U.S.C. 2000e et seq.); and
- 4) to respond to recent decisions of the Supreme Court by expanding the scope of relevant civil rights statutes in order to provide adequate protection to victims of discrimination.

2. Title VII of the Civil Rights Act of 1964, as amended (42 USC 2000e).

Title VII, Sec 703 provides that:

a) It shall be an unlawful employment practice of an employer--

- 1) To fail or refuse to hire or to discharge an individual, or otherwise to discriminate against any individual with respect to his or her compensation, because of such individual's race, color, religion, sex, nationality, or handicap; or
- 2) To limit, segregate, or classify his or her employees or applicants for employment in any way which would deprive or tend to deprive any individual of employment opportunities or otherwise adversely affect his or her status as an employee, because of such individual's race, color, religion, sex or national origin.

b) It shall be an unlawful employment practice for an employment agency to fail or refuse to refer for employment, or otherwise to discriminate against, any individual because of his or her race, color, or national origin, or to classify or refer for employment any individual on the basis of his or her race, color, religion, sex, national origin.

3. The Equal Pay Act of 1963 (29 USC 206d).

The Equal Pay Act of 1963 is a part of the Fair Labor Standards Act of 1938 and requires the following:

- 1) No employer having employees subject to any provisions of this section shall discriminate, within any establishment in which such employees are employed, between employees on the basis of sex by paying wages to employees in such establishment at a rate less than the rate at which he pays wages to employees

of the opposite sex in such establishment for equal skill, effort, and responsibility, and which are performed under similar working conditions, except where such payment is made pursuant to (i) a seniority system; (ii) a merit system; (iii) a system which measures earnings by quantity or equality of production; or (iv) a differential based on any other fact other than sex.

Provided, that an employer who is paying a wage rate differential in violation of this subsection shall not, in order to comply with the provisions of this subsection, reduce the wage rate of any employee.

4. Age Discrimination in Employment of 1967 (29 USC § 621)

This act prohibits employment discrimination because of age against persons 40 years of age or older. Specifically, ADEA states:

It shall be unlawful for an employer --

1) to fail or refuse to hire or to discharge any individual or otherwise discriminate against any individual with respect to his compensation, terms, conditions, or privileges of employment, because of such individual's age;

2) to limit, segregate, or classify employees in any way which would deprive or tend to deprive any individual of employment opportunities or otherwise adversely affect his status as an employee, because of such individual's age; or

3) to reduce the wage rate of any employee in order to comply with this chapter.

5. Section 794 of the Rehabilitation Act of 1973, as amended (29 USC §791 et seq.)

This law prohibits discrimination based on handicap in both employment and the provision of services.

No otherwise qualified individual with handicaps in the United States, as defined in section 706(8) of this title, shall, solely by reason of her or his handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance or under any program or activity conducted by any executive agency or by the United States Postal Service. The head of each such agency shall promulgate such regulations as may be necessary to carry out the amendments to this section made by the Rehabilitation, Comprehensive Services, and Developmental Disabilities Act of 1978. Copies of any proposed regulation shall be submitted to appropriate authorizing committees of the Congress, and such regulation may take effect no earlier than the thirtieth day after the date on which such regulation is so submitted to such committees. (As amended by P.L. 99-506. eff. Oct. 21, 1986)

6. Title I of the Americans with Disabilities Amendments Act of 2008 (42 U.S.C.1 Sec. 12101 et seq.)

Chapter I, Sec. 12112(a) requires that:

No covered entity shall discriminate against a qualified individual on the basis of disability in regard to job application procedures, the hiring, advancement, or discharge of employees, employee compensation, job training, and other terms, conditions, and privileges of employment.

7. Title II of the Genetic Information Nondiscrimination Act of 2008 (GINA) took effect on November 21, 2009.

Under Title II of GINA, it is illegal to discriminate against employees or applicants because of genetic information. Title II of GINA prohibits the use of genetic information in making employment decisions, restricts employers and other entities covered by Title II (employment agencies, labor organizations and joint labor-management training and apprenticeship programs - referred to as "covered entities") from requesting, requiring or purchasing genetic information, and strictly limits the disclosure of genetic information.

8. Alaska State Human Rights Act (AS 18.80.200 et seq.)

The State Human Rights Act is the primary civil rights act in Alaska. It covers employment credit and financing, housing, public accommodations, and state and local government activities. Its scope in terms of protected classes and activities covered is far broader than comparable federal laws.

This law provides the overall policy of the state on nondiscrimination:

Therefore, it is the policy of the state and the purpose of this chapter to eliminate and prevent discrimination in employment, in credit and financing practices, in places of public accommodation, in the sale, lease, or rental of real property because of race, religion, color, national origin, sex, age, physical or mental disability, marital status, changes in marital status, pregnancy or parenthood. It is also policy of the state to encourage and enable physically and mentally disabled persons to participate fully in the social and economic life of the state and to engage in remunerative employment. It is not the purpose of this chapter to supersede laws pertaining to child labor, the age of majority or other age restrictions or requirements.

This law -- like Title VII of the Civil Rights Act of 1964 -- prohibits employment discrimination and in addition includes Alaska's equal pay provisions:

Sec. 18.80.220. Unlawful employment practices. (a) It is unlawful for

1) an employer to refuse employment to a person, or to bar a person from employment, or to discriminate against a person in compensation or in a term, condition, or privilege of employment because of the person's race, religion, color or national origin, or because of the person's age, physical or mental disability, sex, marital status, changes in marital status, pregnancy or parenthood when the reasonable demands of the position do not require distinction on the basis of age, physical or mental disability, sex, marital status, changes in marital status, pregnancy or parenthood;

2) a labor organization, because of a person's sex, marital status, changes in marital status, pregnancy, parenthood, age, race, religion, physical or mental disability, color or national origin, to exclude or to expel a person from its membership, or to discriminate in any way against one of its members or an employer or an employee;

3) an employer or employment agency to print or circulate or cause to be printed or circulated a statement, advertisement, or publication or to use a form of application for employment or to make an inquiry in connection with prospective employment, which expresses, directly or indirectly, a limitation, specification or discrimination as to sex, physical or mental disability, marital status, pregnancy, parenthood, age, race, creed, color or national origin, or intent to make the limitation, unless based upon a bona fide occupational qualification;

4) an employer, labor organization or employment agency to discharge, expel or otherwise discriminate against a person because the person has opposed any practices forbidden under AS 18.10.220 - 18.80.280 or because the person has filed a complaint, testified or assisted in a proceeding under this chapter;

5) an employer to discriminate in the payment of wages as between the sexes, or to employ a female in an occupation in this state at a salary or wage rate less than paid to a male employee for work of comparable character or work in the same operation, business or type of work in the same locality; or

6) a person to print, publish, broadcast or otherwise circulate a statement, inquiry or advertisement in connection with prospective employment that expresses directly a limitation, specification of discrimination as to sex, physical or mental disability, marital status, changes in marital status, pregnancy, parenthood, age, race, religion, color or national origin, unless based upon a bona fide occupational qualification.

In addition the law has similar and more extensive provisions than Title VI of the Civil Rights Act of 1964 as amended, covering state and local governments:

Sec 18.80.255. Unlawful practices by the state or its political subdivisions. It is unlawful for the state or any of its political subdivisions

1) to refuse, withhold from or deny a person any local, state or federal funds, services, goods, facilities, advantages or privileges because of race, religion, sex, color or national origin;

2) to publish, circulate, issue, display, pose or mail a written or printed communication, notice or advertisement that states or implies that any local, state or federal funds, services, goods, facilities, advantages or privileges of the office or agency will be refused, withheld from or denied to a physically or mentally disabled person or a person belonging to a particular race, creed, sex, color or national origin is unwelcome, not desired or solicited; it is not unlawful to post a notice that facilities to accommodate the physically or mentally disabled are not available.

(3) to refuse or deny to a person any local, state, or federal funds, services, goods, facilities, advantages or privileges because of physical or mental disability.

9. The State Equal Employment Opportunity Program, as amended (AS 39.28.010)

This law was enacted in 1985 to ensure fair employment practices in the executive branch of state government and to eliminate barriers to the employment of women, minorities, and other disadvantaged groups or individuals. The department is required by this state law to adopt and maintain an affirmative action program.

Section 39.28.040. Affirmative action plan. The department shall establish an equal employment opportunity program and adopt annually an affirmative action plan for the executive branch of state government. The plan remains in effect until the department establishes a subsequent plan. The office shall work with each agency to enhance equal employment opportunity.

Section 39.28.050. Compliance with affirmative action plan. (a) Each agency shall comply with the affirmative action plan. Each commissioner or executive head of an agency shall adopt an affirmative action program to implement the plan within the agency. At the request of the office, a state official shall report to the office about agency employment practices and activities to implement and comply with the plan or program.

b) When the office finds that an agency has violated the affirmative action plan or its affirmative action program, the office may

1) suspend the hiring authority of the agency; and

2) impose mandatory affirmative action measures on the agency to bring the agency into compliance.

10. Alaska State Personnel Act, as amended (AS 39.25 et seq.).

The State Personnel Act regulates the personnel practices of the department and has specific prohibitions against employment discrimination:

f) Action affecting the employment status of a state employee or an applicant for state service, including appointment, promotion, demotion, suspension, or removal, may not be taken or withheld on the basis of unlawful discrimination due to race, religion, color, or national origin, age, handicap, sex, marital status, change in marital status, pregnancy, or parenthood. In addition, action affecting the employment status of an employee in the classified service, including appointment, promotion, demotion, suspension, or removal, may not be taken or withheld for a reason not related to merit.

g) Action affecting the employment status of an employee in the classified service or an applicant for the position in the classified service, including appointment, promotion, demotion, suspension, or removal, may not be taken or withheld on the basis of unlawful discrimination due to political beliefs.

i) A person may not obstruct the right of another person to examination, eligibility, certification, appointment, or promotion under this chapter.

11. Administrative Order No. 81

This order is the policy for the executive branch of state government prohibiting discriminatory harassment and more specifically sexual harassment.

I. Statement of Policy

1.1 The executive branch of the State of Alaska, as an employer, will not tolerate, condone or permit any kind of harassment of employees or applicants for employment on the basis of their sex, color, race, religion, national origin, age, handicap, marital status, changes in marital status, pregnancy or parenthood. Such harassment is in direct violation of federal and state law and is inconsistent with the state's policy on equal employment opportunity.

12. Administrative Order 129

II. Statement of Policy:

(a) No qualified individual with a disability shall be excluded, by reason of such disability, from participation in or be denied the benefits of the services, programs or activities of a state agency, or be subjected to discrimination by any agency.

(b) No agency shall discriminate against a qualified individual with a disability because of the disability of such individual in regard to job application procedures, the hiring, advancement, or discharge of employees, employee compensation, job training, and any other term, condition, and privilege of employment.

(c) Each agency shall operate each of its services, programs, and activities so that a service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

13. Administrative Order 195

Recognizes the findings of the Governor's Commission on Tolerance and implements procedures to renew the state's commitment to diversity in the state workplace free from discrimination and harassment.

14. Prohibitions and Penalties for Coercion, Retaliation, and Willful Discrimination

The Department is committed by policy to holding its employees accountable for their conduct in complying with EEO/AA policy and with federal and state law. Failure to comply may result in disciplinary action up to and including denial of merit increase, suspension and dismissal.

In addition, there are legal sanctions in Alaska that may be imposed on the Department and employees by agencies outside of the Department for certain violations of civil rights laws. These sanctions affect the conduct of the Department's executives, managers, supervisors, employees, and in some instances, contractors dealing with department employees. Specifically there are prohibitions and penalties for acts of coercion, retaliation and willful discrimination against employees and applicants for employment. These penalties include denial of merit increase, fines, discharge from employment, imprisonment, and loss of contract.

The following is a list of some, but not all, of the legal sanctions for an individual engaging in acts of coercion, retaliation or willful discrimination.

1. State Human Rights Act (AS 18.80.200 et seq.)

Section 18.80.260. Coercion. It is unlawful for a person to aid, abet, incite, compel or coerce the doing of an act forbidden under this chapter.

Section 18.80.270. Penalty. A person, employer, labor organization or employment agency, who or which willfully engages in an unlawful discriminatory conduct prohibited by this chapter, or willfully resists, prevents, impedes or interferes with the commission or any of its authorized representatives in the performance of duty under this chapter, or who or which willfully violates an order of the commission, guilty of a misdemeanor and upon conviction by a court of competent jurisdiction is punishable by a fine of not more than \$500, or by imprisonment in jail for not more than 30 days, or by both.

2. State Equal Employment Opportunity Act (AS 39.28.070 et seq.)

Section 39.28.070. Retaliation Prohibited. (a) An agency, officer, or state employee may not directly or indirectly refuse to hire, transfer or promote, or dismiss, demote, suspend, lay off, or otherwise discipline a person for filing a complaint with the office for a failure to comply with affirmative action or equal employment opportunity or for assisting the office in an investigation of a complaint.

b) A person who knowingly violates this section is liable for a civil penalty of not more than \$1,000.

3. State Personnel Act (AS 39.25 et seq.)

Sec. 39.25.210. Penalties. (a) A person who willfully violates a provision of this chapter or of the personnel rules adopted under this chapter is guilty of a misdemeanor.

(b) A state employee who is convicted of a misdemeanor under this chapter or the personnel rules adopted under this chapter immediately forfeits an employee's office or position.

4. Administrative Order No. 81

1.2 Persons who knowingly engage in or instigate such harassment will be subject to disciplinary actions which may lead to suspension and discharge. Additionally, managers and supervisors who knowingly permit harassment activity to occur without further action will be subject to disciplinary action. Where such

prohibited activity is perpetrated by a non-employee, the state will take available and appropriate disciplinary action which may include, by way of example, loss of contract.

4.2 Complaints: (d) Any form of retaliation, reprisal or adverse action taken against an employee for complaining about, reporting, or cooperating in the investigation of such harassment is prohibited and will be dealt with severely. Such disciplinary action may include suspension and dismissal.

EEO Complaint Analysis Report

July 1, 2009 – June 30, 2010

#	Issue	Race	Gender	Agency filed with			Race	Gender (Sex)	Age	Disability	National Origin	Religion	Sex/ Harassment	Color	Retaliation	Other	Status/ Comments	Investigating Entity
				DOP	ASCHR	EEOC												
				Date	Date	Date												
1	Failure to hire	AI/AN	Male		11/28/08	11/28/08			X								Closed	ASCHR
2	Work Environment	H	Female		4/17/09	4/17/09		X									Open	ASCHR
3	Work Environment	W	Male			6/17/10			X		X						EEOC Dismissal received 7/29/10	EEOC
4	Work Environment	W	Male		4/2/09	4/2/09			X								Open	ASCHR
5	Work Environment	AI/AN	Male		7/13/07		X										ASCHR closure; pending EEOC adoption	ASCHR
6	Failure to hire	W	Male		3/12/09	2/6/09			X								Closed	EEOC
7	Work Environment	W	Male		11/29/08	11/29/08			X								ASCHR closure; pending EEOC adoption	ASCHR
8	Work Environment	AI/AN	Female		5/11/10	5/11/10				X				X			Open	EEOC
9	Work Environment	H	Female		5/19/10	5/19/10		X									Open	ASCHR
10	Failure to grant ADA request	W	Female		11/24/09	11/24/09				X							Open	ASCHR
11	Race and Age discrimination	A/PI	Female	12/24/09			X		X									DOP
12	Work Environment	W	Female		12/10/09	12/10/09		X						X			Open	ASCHR
13	Work Environment	AI/AN	Male		9/10/08	9/10/08								X			ASCHR closure, pending EEOC adoption	ASCHR
14	Discipline issued based on disability status	W	Female		1/4/10	1/4/10				X							Open	ASCHR
15	Retaliation	A/PI	Female		6/25/07	6/25/07	X	X	X								ASCHR & EEOC closure. Appeal is before AK Supreme Court.	

W = White B = Black A/PI = Asian/Pacific Islander H = Hispanic AI/AN = American Indian/Alaska Native

Publicizing the Department's Affirmative Action Plan

The Affirmative Action Plan (AAP) will be publicized internally and externally by:

Discussing the AAP at special meetings with executive, management, and supervisory personnel to explain the content of the EEO/AA policy and the AAP and each individual's responsibility for effective implementation;

Preparing a report providing program status and progress on a regular basis. The report will be shared with department management and presented at the monthly department Manager's Meetings.

Making the AAP available to all department officials and hiring authorities by posting to the department's web site;

Distributing letters that encourage applicant referrals and notice to minority groups, women's organizations, community action groups, appropriate state agencies and professional organizations that the AAP is located on the department's web site.

In addition:

The EEO/AA policy shall be discussed thoroughly in employee orientation and management training programs;

The EEO/AA policy statement and federal and state EEO posters are posted on departmental bulletin boards;

Recruitment postings and newspaper ads contain the words, "We are an Equal Employment Opportunity Employer and support workplace diversity"; and

Recruitment postings, newspaper ads, and employment applications are available in alternate formats upon request.

PROGRAMS TO ELIMINATE DISCRIMINATORY BARRIERS & ACHIEVE GOALS

A. Job Structuring and Upward Mobility.

- Minimum qualifications of established job classes are routinely reviewed to ensure the requirements are job related during classification studies performed by the Department of Administration. When appropriate, job class series are established that include entry level or trainee positions. Career barriers are identified and eliminated.
- The department will continue, on an annual basis, to encourage the establishment of affirmative action intern and apprenticeship programs, as resources permit, to facilitate the progression of women and minorities within the department's workforce.
- The department will ensure, on an annual basis, that women and minority employees receive an equal opportunity to participate in training and education programs sponsored by or paid by the department by monitoring participation rates, notifying women and minority employees of training opportunities and by counseling them during the performance evaluation process and advising them of department-funded education programs and encouraging them to apply.
- The department will continue to utilize the engineer-in-training program.
- Supervisors will continue to provide career counseling and guidance to employees in the performance evaluation process. Supervisors will also review position descriptions to ensure they are accurate during the performance evaluation process.

B. Recruitment, Selection and Hiring Applicant Flow Analysis.

- The department will continue, on an annual basis, to obtain applicant flow data on new hires from the State of Alaska, Department of Administration, Division of Personnel and Labor Relations.
- Applicant flow statistics are generated on an annual basis for job classes hired through the state's on-line hiring system. Four-Fifths Analysis is utilized to identify any adverse impact to underutilized women or minorities. Corrective actions, when needed, will be formulated to eliminate adverse impact.
- When indicated, recruitment efforts will be reviewed or enhanced, to ensure adequate representation of women and minority candidates from the available Alaska Civilian Workforce.
- The department will ensure that recruitment notices do not unduly restrict or eliminate otherwise qualified applicants.
- The department, where mandated, will continue to use hiring panels to ensure equitable treatment in the interview process.
- The department will continue to consider all underutilized applicants when hiring through the state's on-line hiring system to work toward the goal of elimination of underutilization of women and minorities in the classified employees employment group.
- Division Directors will continue to review the Underutilized Candidate Consideration form to ensure underutilized minorities and women have been given equal opportunity to compete for all job openings.
- The department will continue, on an annual basis, to evaluate the Labor, Trades and Crafts (LTC) Affirmative Action Program to ensure its effectiveness in increasing the representation of women and minorities in LTC skilled crafts and service/maintenance jobs and work toward the goal of elimination of underutilization of women and minorities in the LTC employees employment group.
- The department will continue, on an annual basis, to analyze the effectiveness of the state's on-line hiring system in affording equal employment opportunity to underutilized minorities and females.

C. Promotions.

- The department will continue, on an annual basis, to obtain applicant flow data on promotions from the State of Alaska, Department of Administration, Division of Personnel and Labor Relations.
- The department will maintain a merit promotion program and will continue to post promotional opportunities and announcements of job training throughout the department to increase the promotability of women and minority employees and to ensure equitable treatment.
- The department will continue to encourage the use of open competitive job postings to ensure underutilized minorities and women are considered for all job openings. Veterans' Preference Amendments to Alaska law make mandatory use of open competitive recruitment not feasible.
- The department will ensure recruitment notices do not unduly restrict or eliminate otherwise qualified applicants.
- The department, where mandated, will continue to use hiring panels to ensure equitable treatment in the interview process.

- Division Directors will continue to review the Underutilized Candidate Consideration form to ensure underutilized minorities and women have been given equal opportunity to compete for all job openings.
- The Equal Employment Officer will perform Four-Fifths Analysis from applicant flow statistics generated for promotions to determine adverse impact to underutilized women or minorities. Corrective actions, when needed, will be formulated to eliminate adverse impact.
- The department will continue, on an annual basis, to analyze the effectiveness of the state's on-line hiring system in affording equal employment opportunity to underutilized minorities and females.

D. Training.

- The department will continue to ensure mandatory EEO/AA training is provided to managers and supervisors to ensure managers and supervisors have adequate knowledge and skills to implement their EEO/AA responsibilities.
- The department will continue to encourage supervisors and managers to attend training courses that provide supervisors with the knowledge and skills necessary for the lawful, ethical, and effective supervision of State of Alaska employees.

E. Layoffs, Recalls, Demotions, Disciplinary Actions and Terminations.

- The department will use the same standards for all employees when determining layoffs, recalls, demotions, disciplinary actions, and terminations.
- The department will continue, on an annual basis, to monitor layoffs of classified employees to assess the impact of layoff/recall and determine whether there are disparate effects on women or minorities.
- The department will continue, on an annual basis, to monitor demotions to assess the impact and determine whether there are disparate effects on women or minorities.
- The department will continue to monitor and assess the Disciplinary Action database to assess the impact of disciplinary actions on women or minorities.

F. Other Personnel Actions.

- The department will continue to utilize the grievance procedures as outlined in collective bargaining unit agreements located on the state and union websites.
- The department will continue to use the system outlined in this AAP, when processing complaints that allege discrimination.
- The department will continue to rate the performance of managers and supervisors for discharging their EEO responsibilities.

The department will continue to ensure applicable benefits are equally available to all employee groups.

Personnel Activity Analysis

July 1, 2009 through June 30, 2010

Job Category	Activity	TOTAL			MINORITIES								
		All Employees			Males				Females				
		Total	Males	Females	B	A/PI	AI/AN	H	B	A/PI	AI/AN	H	
Officials/ Administrators	Applications	N/A Political Appointee											
	New Hires												
	Promotions												
	Terminations												
	Training												
	Layoffs												
	Recalls												
	Total												
Professionals	Applications	1542	1009	533	46	96	67	16	15	42	59	29	
	New Hires	103	63	40	0	4	4	0	0	2	2	1	
	Promotions	110	61	49	1	2	2	1	1	1	5	0	
	Terminations	155	92	63	1	2	4	2	2	4	4	2	
	Training	0	0	0	0	0	0	0	0	0	0	0	
	Layoffs	0	2	1	0	0	0	0	0	0	0	0	
	Recalls	0	0	0	0	0	0	0	0	0	0	0	
	Totals	1910	1227	686	48	104	77	19	18	49	70	32	
Technicians	Applications	214	158	56	1	5	12	1	0	1	3	1	
	New Hires	26	19	7	0	1	1	0	0	0	1	0	
	Promotions	27	22	5	0	0	2	0	0	0	0	0	
	Terminations	30	20	10	0	1	3	0	0	0	0	0	
	Training	0	0	0	0	0	0	0	0	0	0	0	
	Layoffs	0	0	0	0	0	0	0	0	0	0	0	
	Recalls	0	0	0	0	0	0	0	0	0	0	0	
	Totals	297	219	78	1	7	18	1	0	1	4	1	
Protective Services	Applications	47	46	1	2	3	3	3	0	0	0	0	
	New Hires	7	6	1	0	1	0	0	0	0	0	0	
	Promotions	3	3	0	1	0	0	1	0	0	0	0	
	Terminations	21	18	3	0	0	1	0	0	0	1	0	
	Training	0	0	0	0	0	0	0	0	0	0	0	
	Layoffs	0	1	0	0	0	0	0	0	0	0	0	
	Recalls	0	0	0	0	0	0	0	0	0	0	0	
	Totals	78	74	5	3	4	4	4	0	0	1	0	
Paraprofessionals	Applications	0	0	0	0	0	0	0	0	0	0	0	
	New Hires	0	0	0	0	0	0	0	0	0	0	0	
	Promotions	0	0	0	0	0	0	0	0	0	0	0	
	Terminations	0	0	0	0	0	0	0	0	0	0	0	
	Training	0	0	0	0	0	0	0	0	0	0	0	
	Layoffs	0	0	0	0	0	0	0	0	0	0	0	
	Recalls	0	0	0	0	0	0	0	0	0	0	0	
	Totals	0	0	0	0	0	0	0	0	0	0	0	
Administrative Support	Applications	1564	389	1175	25	25	30	15	61	104	182	37	
	New Hires	57	9	48	1	1	1	0	1	4	6	1	
	Promotions	19	9	10	0	0	1	0	0	2	2	0	
	Terminations	62	15	47	1	1	3	0	3	2	5	3	
	Training	0	0	0	0	0	0	0	0	0	0	0	
	Layoffs	0	0	0	0	0	0	0	0	0	0	0	
	Recalls	0	0	0	0	0	0	0	0	0	0	0	
	Totals	1702	422	1280	27	27	35	15	65	112	195	41	
Skilled Craft	Applications	525	499	26	9	10	43	23	1	2	8	0	
	New Hires	100	94	6	1	2	9	2	0	0	0	0	
	Promotions	57	55	2	0	1	5	3	0	1	0	0	
	Terminations	159	152	7	1	2	18	2	0	0	2	1	
	Training	0	0	0	0	0	0	0	0	0	0	0	
	Layoffs	0	0	0	0	0	0	0	0	0	0	0	
	Recalls	0	0	0	0	0	0	0	0	0	0	0	
	Totals	841	800	41	11	15	75	30	1	3	10	1	
Service/ Maintenance	Applications	198	137	61	15	14	23	6	1	9	16	3	
	New Hires	74	52	22	9	3	7	0	0	3	2	0	
	Promotions	0	0	0	0	0	0	0	0	0	0	0	
	Terminations	165	124	41	6	9	27	5	0	1	11	2	
	Training	0	0	0	0	0	0	0	0	0	0	0	
	Layoffs	0	0	0	0	0	0	0	0	0	0	0	
	Recalls	0	0	0	0	0	0	0	0	0	0	0	
	Totals	437	313	124	30	26	57	11	1	13	29	5	

Personnel Activity Analysis													
July 1, 2009 through June 30, 2010													
Job Category	Activity	TOTAL			MINORITIES								
		All Employees			Males				Females				
		Total	Males	Females	B	A/PI	AI/AN	H	B	A/PI	AI/AN	H	
TOTALS	Applications	4090	2238	1852	98	153	178	64	78	158	268	7036	
	New Hires	367	243	124	11	12	22	2	1	9	11	2	
	Promotions	216	150	66	2	3	10	5	1	4	7	0	
	Terminations	592	421	171	9	15	56	9	5	7	23	8	
	Training	0	0	0	0	0	0	0	0	0	0	0	
	Layoffs	4	3	1	0	0	0	0	0	0	0	0	
	Recalls	0	0	0	0	0	0	0	0	0	0	0	
	Totals	5268	3055	2214	120	183	266	80	85	178	309	7046	

TOTAL TRAINING PARTICIPANTS ANALYSIS
July 1, 2009– June 30, 2010

EEO-4 Job Categories	FEMALE						MALE						Grand Total
	W	B	H	A/PI	AI/AN	Total Females	W	B	H	A/PI	AI/AN	Total Males	
Officials/Administrators													
Professionals													
Technicians													
Protective Services													
Paraprofessionals													
Administrative Support													
Skilled Craft													
Service/Maintenance													
Total													

W = White
 B = Black
 H = Hispanic
 A/PI = Asian/Pacific Islander
 AI/AN = American Indian/Alaska Native

Special Note: The department is in the process of upgrading the training system and will report on FY11 training information.

APPLICATION OF FOUR-FIFTHS RULE ANALYSIS						
New Hires						
Race Category	Total Applicants	Total Hires	Selection Rate	Ratio to Highest Rate	4/5ths Rule 80% of Base	Adverse Impact?
W Male	1000	196	19.60%	1.00	1>.8	
B Male	78	11	14.10%	.72	.72<.8	Yes
H Male	49	2	4.08%	.21	.21<.8	Yes
A/PI Male	113	12	10.62%	.54	.54<.8	Yes
AI/AN Male	127	22	17.32%	.88	.88>.8	No
Unk Male	66	N/A	N/A	0.00	N/A	N/A
W Female	852	101	11.85%	.60	.60<.8	Yes
B Female	64	1	1.56%	.08	.08<.8	Yes
H Female	56	2	3.57%	.18	.18<.8	Yes
A/PI Female	134	9	6.72%	.34	.34<.8	Yes
AI/AN Female	213	11	5.16%	.26	.26<.8	Yes
Unk Female	76	N/A	N/A	0.00	N/A	N/A
Total Males	1433	243	16.96%	.87	.87>.8	No
Total Females	1395	124	8.89%	.45	.45<.8	Yes
Promotions						
W Male	563	130	23.09%	.69	.69<.8	Yes
B Male	20	2	10%	.30	.30<.8	Yes
H Male	15	5	33.33%	1.00	1>.8	
A/PI Male	40	3	7.5%	.23	.23<.8	Yes
AI/AN Male	51	10	19.61%	.59	.59<.8	Yes
Unk Male	24	N/A	N/A	0	N/A	N/A
W Female	317	54	17.03%	.51	.51<.8	Yes
B Female	14	1	7.14%	.21	.21<.8	Yes
H Female	14	0	0%	0	0<.8	Yes
A/PI Female	34	4	11.76%	.35	.35<.8	Yes
AI/AN Female	55	7	12.73%	.38	.38<.8	Yes
Unk Female	23	N/A	N/A	0	N/A	N/A
Total Males	713	150	21.04%	.63	.63<.8	Yes
Total Females	457	66	14.44%	.43	.43<.8	Yes
Race Category	Total Workforce	Total Employees	Selection Rate	Ratio to Highest Selection Rate	4/5ths Rule 80% of Base	Adverse Impact?
Training						
W Male						
B Male						
H Male						
A/PI Male						
AI/AN Male						
W Female						
B Female						
H Female						
A/PI Female						
AI/AN Female						
Total Minorities						
Total Males						
Total Females	FY10 Training information is not available					
Layoffs/Recalls						
W Male	1710	4	.23%	1.00		
B Male	38					
H Male	44					
A/PI Male	100					
AI/AN Male	139					
W Female	561	1	.18%	.78	.78<.8	Yes
B Female	19					
H Female	17					
A/PI Female	50					
AI/AN Female	54					
Total Minorities	461					
Total Males	2031	4	.20%	.87	.87>.8	No
Total Females	701	1	.14%	.61	.61<.8	Yes

APPLICATION OF FOUR-FIFTHS RULE ANALYSIS

Demotions						
Race Category	Total Workforce	Total Employees	Selection Rate	Ratio to Highest Rate	4/5ths Rule 80% of Base	Adverse Impact?
W Male	1710	25	1.46%	.25	.25<.80	Yes
B Male	38	1	2.63%	.45	.45<.80	Yes
H Male	44					
A/PI Male	100					
AI/AN Male	139	3	2.16%	.37	.37<.80	Yes
W Female	561	7	1.25%	.22	.22<.80	Yes
B Female	19					
H Female	17	1	5.88%	1.00		
A/PI Female	50					
AI/AN Female	54					
Total Minorities	461	5	1.08%	.19	.19<.80	Yes
Total Males	2031	29	1.43%	.24	.24<.80	Yes
Total Females	701	8	1.14%	.20	.20<.80	Yes
Disciplinary Actions						
W Male						
B Male						
H Male						
A/PI Male						
AI/AN Male						
W Female						
B Female						
H Female						
A/PI Female						
AI/AN Female						
Total Minorities						
Total Males						
Total Females	FY10 discipline information is not available					
Terminations						
W Male	1710	335	19.59%	.42	.42<.8	Yes
B Male	38	10	26.32%	.60	.60<.8	Yes
H Male	44	9	20.45%	.43	.43<.8	Yes
A/PI Male	100	15	15%	.32	.32<.8	Yes
AI/AN Male	139	56	40.29%	.86	.86>.8	No
W Female	561	131	23.35%	.50	.50<.8	Yes
B Female	19	5	26.32%	.56	.56<.8	Yes
H Female	17	8	47.06%	1.00		
A/PI Female	50	7	14%	.30	.30<.8	Yes
AI/AN Female	54	23	42.59%	.91	.91>.8	No
Total Minorities	461	133	28.85%	.61	.61<.8	Yes
Total Males	2031	425	20.93%	.44	.44<.8	Yes
Total Females	701	174	24.82%	.53	.53<.8	Yes

NEW HIRES – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY

OFFICIALS/ADMINISTRATORS: Direct appointment by the Governor

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants														
Total Hires														
Selection Rate														
Ratio to Highest Rate														
4/5 Rule 80% of Base														
Adverse Impact?														

PROFESSIONALS

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	645	346	437	220	34	11	12	21	65	39	49	39	48	16
Total Hires	63	40	55	35	0	0	0	1	4	2	4	2	0	0
Selection Rate	10%	12%	13%	16%	0%	0%	0%	5%	6%	5%	8%	5%	0%	0%
Ratio to Highest Rate	.63	.75	.81	1.00	0	0	0	.31	.38	.31	.50	.31	0	0
4/5 Rule 80% of Base	.63<.8	.75<.8	.81>.8		0<.8	0<.8	0<.8	.31<.8	.38<.8	.31<.8	.5<.8	.31<.8	0<.8	0<.8
Adverse Impact?	Yes	Yes	No		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

TECHNICIANS

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	59	22	48	18	1	0	1	1	5	1	2	1	2	1
Total Hires	19	7	17	6	0	0	0	0	1	0	1	1	0	0
Selection Rate	32%	32%	35%	33%	0%	0%	0%	0%	20%	0%	50%	100%	0%	0%
Ratio to Highest Rate	.32	.32	.35	.33	0	0	0	0	.20	0	.50	1.00	0	0
4/5 Rule 80% of Base	.32<.8	.32<.8	.35<.8	.33<.8	0<.8	0<.8	0<.8	0<.8	.2<.8	0<.8	.5<.8		0<.8	0<.8
Adverse Impact?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		Yes	Yes

PROTECTIVE SERVICES

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	40	1	32	1	1	0	1	0	3	0	2	0	1	0
Total Hires	6	1	5	1	0	0	0	0	1	0	0	0	0	0
Selection Rate	15%	100%	16%	100%	0%	0%	0%	N/A	33%	N/A	0%	N/A	0%	N/A
Ratio to Highest Rate	.15	1.00	.16	1.00	0	0	0		.33		0		0	
4/5 Rule 80% of Base	.15<.8	1>.8	.16<.8		0<.8	0<.8	0<.8		.33<.8		0<.8		0<.8	
Adverse Impact?	Yes	No	Yes		Yes	Yes	Yes		Yes		Yes		Yes	

NEW HIRES – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY continued

PARAPROFESSIONALS

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Hires	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Selection Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Ratio to Highest Rate														
4/5 Rule 80% of Base														
Adverse Impact?														

ADMINISTRATIVE SUPPORT

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	230	948	142	570	19	51	13	31	22	85	22	152	12	59
Total Hires	9	48	6	36	1	1	0	1	1	4	1	6	0	0
Selection Rate	4%	5%	4%	6%	5%	2%	0%	3%	5%	5%	5%	4%	0%	0%
Ratio to Highest Rate	.67	.83	.67	1.00	.83	.33	0.00	.50	.83	.83	.83	.67	0.00	0.00
4/5 Rule 80% of Base	.67<.8	.83>.8	.67<.8		.83>.8	.33<.8	0<.8	.5<.8	.83>.8	.83>.8	.83>.8	.67<.8	0<.8	0<.8
Adverse Impact?	Yes	No	Yes		No	Yes	Yes	Yes	No	No	No	Yes	Yes	Yes

SKILLED CRAFT

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	322	17	265	11	8	1	16	0	4	0	29	5	0	0
Total Hires	94	6	80	6	1	0	2	N/A	2	N/A	9	0	N/A	N/A
Selection Rate	29%	35%	30%	55%	13%	0%	13%	N/A	50%	N/A	31%	0%	N/A	N/A
Ratio to Highest Rate	.53	.64	.55	1.00	.24	0.00	.24		.91		.56	0.00		
4/5 Rule 80% of Base	.53<.8	.64<.8	.55<.8		.24<.8	0<.8	.24<.8		.91>.8		.56<.8	0<.8		
Adverse Impact?	Yes	Yes	Yes		Yes	Yes	Yes		No		Yes	Yes		

SERVICE/MAINTENANCE

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	137	61	76	32	15	1	6	3	14	9	23	16	3	0
Total Hires	52	22	33	17	9	0	0	0	3	3	7	2	0	N/A
Selection Rate	38%	36%	43%	53%	60%	0%	0%	0%	21%	33%	30%	13%	0%	N/A
Ratio to Highest Rate	.63	.60	.72	.88	1.00	0.00	0.00	0.00	.35	.55	.50	.22	0.00	
4/5 Rule 80% of Base	.63<.8	.6<.8	.72<.8	.88>.8		0<.8	0<.8	0<.8	.35<.8	.55<.8	.5<.8	.22<.8	0<.8	
Adverse Impact?	Yes	Yes	Yes	No		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

PROMOTIONS – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY

OFFICIALS/ADMINISTRATORS: Direct appointment by the Governor

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants														
Total Hires														
Selection Rate														
Ratio to Highest Rate														
4/5 Rule 80% of Base														
Adverse Impact?														

PROFESSIONALS

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	364	187	280	131	12	4	4	8	31	13	18	20	19	11
Total Hires	61	49	55	42	1	1	1	0	2	1	2	5	0	0
Selection Rate	17%	26%	20%	32%	8%	25%	25%	0%	6%	8%	11%	25%	0%	0%
Ratio to Highest Rate	.53	.81	.63	1.00	.25	.78	.78	0.00	.19	.25	.34	.78	0.00	0.00
4/5 Rule 80% of Base	.53<.8	.81>.8	.63<.8		.25<.8	.78<.8	.78<.8	0<.8	.19<.8	.25<.8	.34<.8	.78<.8	0<.8	0<.8
Adverse Impact?	Yes	No	Yes		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

TECHNICIANS

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	99	34	89	32							10	2		
Total Hires	22	5	20	5							2	0		
Selection Rate	22%	15%	22%	16%							20%	0%		
Ratio to Highest Rate	1.00	.68	1.00	.73							.91	0.00		
4/5 Rule 80% of Base		.68<.8		.73<.8							.91>.8	0<.8		
Adverse Impact?		Yes		Yes							No	Yes		

PROTECTIVE SERVICES

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	6		2		1		2				1			
Total Hires	3		1		1		1				0			
Selection Rate	50%		50%		100%		50%				0%			
Ratio to Highest Rate	.50		.50		1.00		.50				0.00			
4/5 Rule 80% of Base	.5<.8		.5<.8				.5<.8				0<.8			
Adverse Impact?	Yes		Yes				Yes				Yes			

PROMOTIONS – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY continued

PARAPROFESSIONALS

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	0	0												
Total Hires	0	0												
Selection Rate														
Ratio to Highest Rate														
4/5 Rule 80% of Base														
Adverse Impact?														

ADMINISTRATIVE SUPPORT

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	67	227	43	151	6	10	2	6	3	19	8	30	5	11
Total Hires	9	10	8	6	0	0	0	0	0	2	1	2	0	0
Selection Rate	13%	4%	19%	4%	0%	0%	0%	0%	0%	11%	13%	7%	0%	0%
Ratio to Highest Rate	.68	.21	1.00	.21	0	0	0	0	0	.58	.68	.37	0	0
4/5 Rule 80% of Base	.68<.8	.21<.8		.21<.8	0<.8	0<.8	0<.8	0<.8	0<.8	.58<.8	.68<.8	.37<.8	0<.8	0<.8
Adverse Impact?	Yes	Yes		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

SKILLED CRAFT: LTC Promotions are seniority based

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	177	9	149	3	1		7		6	2	14	3		1
Total Hires	55	2	46	1	0		3		1	1	5	0		0
Selection Rate	31%	22%	31%	33%	0%		43%		17%	50%	36%	0%		0%
Ratio to Highest Rate	.62	.44	.62	.66	0		.86		.34	1.00	.72	0		0
4/5 Rule 80% of Base	.62<.8	.44<.8	.62<.8	.66<.8	0<.8		.86>.8		.34<.8		.72<.8	0<.8		0<.8
Adverse Impact?	Yes	Yes	Yes	Yes	Yes		No		Yes		No	Yes		Yes

SERVICE/MAINTENANCE: Marine promotions are based on bid

	Total		W		B		H		A/PI		AI/AN		UNKNOWN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Applicants	0	0												
Total Hires	0	0												
Selection Rate														
Ratio to Highest Rate														
4/5 Rule 800% of Base														
Adverse Impact?														

TRAINING – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY

OFFICIALS/ADMINISTRATORS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Participants												
Training Rate												
Ratio to Highest Rate												
4/5 Rule 80% of Base												
Adverse Impact?												
FY10 Training data is unavailable												

PROFESSIONALS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Participants												
Training Rate												
Ratio to Highest Rate												
4/5 Rule 80% of Base												
Adverse Impact?												
FY10 Training data is unavailable												

TECHNICIANS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Participants												
Training Rate												
Ratio to Highest Rate												
4/5 Rule 80% of Base												
Adverse Impact?												
FY10 Training data is unavailable												

PROTECTIVE SERVICES

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Participants												
Training Rate												
Ratio to Highest Rate												
4/5 Rule 80% of Base												
Adverse Impact?												
FY10 Training data is unavailable												

TRAINING – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY continued

PARAPROFESSIONALS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Participants												
Training Rate												
Ratio to Highest Rate												
4/5 Rule 80% of Base												
Adverse Impact?												
FY10 Training data is unavailable												

ADMINISTRATIVE SUPPORT

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Participants												
Training Rate												
Ratio to Highest Rate												
4/5 Rule 80% of Base												
Adverse Impact?												
FY10 Training data is unavailable												

SKILLED CRAFT

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Participants												
Training Rate												
Ratio to Highest Rate												
4/5 Rule 80% of Base												
Adverse Impact?												
FY10 Training data is unavailable												

SERVICE/MAINTENANCE

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Participants												
Training Rate												
Ratio to Highest Rate												
4/5 Rule 800% of Base												
Adverse Impact?												
FY10 Training data is unavailable												

LAYOFF/RECALL – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY

OFFICIALS/ADMINISTRATORS: Direct appointment by the Governor

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Layoffs												
Total Retained												
Retention Rate												
Ratio to Highest Rate												
4/5 Rule 80% of Base												
Adverse Impact?												

PROFESSIONALS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	559	295	513	257	7	4	9	6	18	12	12	16
Total Layoffs	2	1	2	1	0	0	0	0	0	0	0	0
Total Retained	557	294	511	256	7	4	9	6	18	12	12	16
Retention Rate	99%	99%	99%	99%	100%	100%	100%	100%	100%	100%	100%	100%
Ratio to Highest Rate	.99	.99	.99	.99	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
4/5 Rule 80% of Base	.99>.8	.99>.8	.99>.8	.99>.8								
Adverse Impact?	No	No	No	No								

TECHNICIANS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Layoffs												
Total Retained												
Retention Rate												
Ratio to Highest Rate												
4/5 Rule 80% of Base												
Adverse Impact?												

No layoffs in FY10

PROTECTIVE SERVICES

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	77	9	61	8	4		5		5		5	1
Total Layoffs	1	0	1	0	0		0		0		0	0
Total Retained	76	9	60	8	4		5		5		5	1
Retention Rate	99%	100%	98%	100%	100%		100%		100%		100%	100%
Ratio to Highest Rate	.99		.98									
4/5 Rule 80% of Base	.99>.8		.98>.8									
Adverse Impact?	No		No									

LAYOFF/RECALL – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY continued

PARAPROFESSIONALS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Layoffs												
Total Retained												
Retention Rate												
Ratio to Highest Rate												
4/5 Rule 80% of Base												
Adverse Impact?												
No layoffs in FY10												

ADMINISTRATIVE SUPPORT

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Layoffs												
Total Retained												
Retention Rate												
Ratio to Highest Rate												
4/5 Rule 80% of Base												
Adverse Impact?												
No layoffs in FY10												

SKILLED CRAFT

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Layoffs												
Total Retained												
Retention Rate												
Ratio to Highest Rate												
4/5 Rule 80% of Base												
Adverse Impact?												
No layoffs in FY10												

SERVICE/MAINTENANCE

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	395	107	276	77	13	2	15	3	52	21	39	11
Total Layoffs	1	0	1	0	0	0	0	0	0	0	0	0
Total Retained	394	114	275	77	13	2	15	3	52	21	39	11
Retention Rate	99.7%	100%	99.6%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Ratio to Highest Rate	.99	1.00	.99	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
4/5 Rule 800% of Base	.99>.8		.99>.8									
Adverse Impact?	No		No									
No layoffs in FY10												

DEMOTIONS – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY

OFFICIALS/ADMINISTRATORS: Direct appointment by the Governor

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Actions												
Total Remaining												
Rate												
Ratio to Highest Rate												
4/5 Rule 80% of Base												
Adverse Impact?												

PROFESSIONALS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	559	295	513	257	7	4	9	6	18	12	12	16
Total Actions	3	4	3	4	0	0	0	0	0	0	0	0
Total Remaining	556	291	510	253	7	4	9	6	18	12	12	16
Rate	99%	99%	99%	98%	100%	100%	100%	100%	100%	100%	100%	100%
Ratio to Highest Rate	.99	.99	.99	.98	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
4/5 Rule 80% of Base	.99>.8	.99>.8	.99>.8	.98>.8								
Adverse Impact?	No	No	No	No								

TECHNICIANS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	41	25	32	20	2			1	3	2	4	2
Total Actions	1	0	1	0	0			0	0	0	0	0
Total Remaining	40	25	31	20	2			1	3	2	4	2
Rate	98%	100%	97%	100%	100%			100%	100%	100%	100%	100%
Ratio to Highest Rate	0.98	1.00	0.97	1.00	1.00			1.00	1.00	1.00	1.00	1.00
4/5 Rule 80% of Base	.98>.8		.97>.8									
Adverse Impact?	No		No									

PROTECTIVE SERVICES

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	77	9	61	8	4		5		5		5	1
Total Actions	0	0	0	0	0		0		0		0	0
Total Remaining	77	9	61	8	4		5		5		5	1
Rate	100%	100%	100%	100%	100%		100%		100%		100%	100%
Ratio to Highest Rate	1.00	1.00	1.00	1.00	1.00		1.00		1.00		1.00	1.00
4/5 Rule 80% of Base												
Adverse Impact?												

DEMOTIONS – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY continued

PARAPROFESSIONALS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	13	62	10	41		6	2	4		3	1	8
Total Actions	0	0	0	0		0	0	0		0	0	0
Total Remaining	13	62	10	41		6	2	4		3	1	8
Rate	100%	100%	100%	100%		100%	100%	100%		100%	100%	100%
Ratio to Highest Rate	1.00	1.00	1.00	1.00		1.00	1.00	1.00		1.00	1.00	1.00
4/5 Rule 80% of Base												
Adverse Impact?												

ADMINISTRATIVE SUPPORT

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	32	177	26	141	2	7		3	1	11	3	15
Total Actions	4	2	4	2	0	0		0	0	0	0	0
Total Remaining	28	175	22	139	2	7		3	1	11	3	15
Rate	88%	99%	85%	99%	100%	100%		100%	100%	100%	100%	100%
Ratio to Highest Rate	.88	.99	.85	.99	1.00	1.00		1.00	1.00	1.00	1.00	1.00
4/5 Rule 80% of Base	.88>.8	.99>.8	.85>.8	.99>.8								
Adverse Impact?	No	No	No	No								

SKILLED CRAFT

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	895	16	774	14	10		12		24	1	75	1
Total Actions	13	0	10	0	1		0		0	0	2	0
Total Remaining	882	16	764	14	9		12		24	1	73	1
Rate	99%	100%	99%	100%	90%		100%		100%	100%	97%	100%
Ratio to Highest Rate	.99	1.00	.99	1.00	.90		1.00		1.00	1.00	.97	1.00
4/5 Rule 80% of Base	.99>.8	1>.8	.99>.8	1>.8	.9>.8		1>.8		1>.8	1>.8	.97>.8	1>.8
Adverse Impact?	No	No	No	No	No		No		No	No	No	No

SERVICE/MAINTENANCE

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	395	107	276	70	13	2	15	3	52	21	39	11
Total Actions	8	2	7	1	0	0	0	1	0	0	1	0
Total Remaining	387	105	269	69	13	2	15	2	52	21	38	11
Rate	98%	98%	97%	99%	100%	100%	100%	67%	100%	100%	97%	100%
Ratio to Highest Rate	.98	.98	.97	.99	1.00	1.00	1.00	.67	1.00	1.00	.97	1.00
4/5 Rule 800% of Base	.98>.8	.98>.8	.97>.8	.99>.8				.67<.8			.97>.8	
Adverse Impact?	No	No	No	No				Yes			No	

DISCIPLINE – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY

OFFICIALS/ADMINISTRATORS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Actions												
Total Remaining												
Rate												
Ratio to Highest Rate												
4/5 Rule 80% of Base												
Adverse Impact?												
Unavailable for FY10												

PROFESSIONALS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Actions												
Total Remaining												
Rate												
Ratio to Highest Rate												
4/5 Rule 80% of Base												
Adverse Impact?												
Unavailable for FY10												

TECHNICIANS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Actions												
Total Remaining												
Rate												
Ratio to Highest Rate												
4/5 Rule 80% of Base												
Adverse Impact?												
Unavailable for FY10												

PROTECTIVE SERVICES

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Actions												
Total Remaining												
Rate												
Ratio to Highest Rate												
4/5 Rule 80% of Base												
Adverse Impact?												
Unavailable for FY10												

DISCIPLINE – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY continued

PARAPROFESSIONALS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Actions												
Total Remaining												
Rate												
Ratio to Highest Rate												
4/5 Rule 80% of Base												
Adverse Impact?												
Unavailable for FY10												

ADMINISTRATIVE SUPPORT

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Actions												
Total Remaining												
Rate												
Ratio to Highest Rate												
4/5 Rule 80% of Base												
Adverse Impact?												
Unavailable for FY10												

SKILLED CRAFT

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Actions												
Total Remaining												
Rate												
Ratio to Highest Rate												
4/5 Rule 80% of Base												
Adverse Impact?												
Unavailable for FY10												

SERVICE/MAINTENANCE

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce												
Total Actions												
Total Remaining												
Rate												
Ratio to Highest Rate												
4/5 Rule 800% of Base												
Adverse Impact?												
Unavailable for FY10												

TERMINATION – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY

OFFICIALS/ADMINISTRATORS: Direct appointment by the Governor

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce							1					
Total Actions												
Total Remaining												
Rate												
Ratio to Highest Rate												
4/5 Rule 80% of Base												
Adverse Impact?												

PROFESSIONALS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	559	295	513	257	7	4	9	6	18	12	12	16
Total Actions	92	63	83	51	1	2	2	2	2	4	4	4
Total Remaining	467	232	430	206	6	2	7	4	16	8	8	12
Rate	84%	79%	84%	80%	86%	50%	78%	67%	89%	67%	67%	75%
Ratio to Highest Rate	.94	.89	.94	.90	.97	.56	.88	.75	1.00	.75	.75	.84
4/5 Rule 80% of Base	.94>.8	.89>.8	.94>.8	.90>.8	.97>.8	.56<.8	.88>.8	.75<.8		.75<.8	.75<.8	.84>.8
Adverse Impact?	No	No	No	No	No	Yes	No	Yes		Yes	Yes	No

TECHNICIANS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	41	25	32	20	2			1	3	2	4	2
Total Actions	20	10	15	10	1			0	1	0	3	0
Total Remaining	21	15	17	10	1			1	2	2	1	2
Rate	51%	60%	53%	50%	50%			100%	67%	100%	25%	100%
Ratio to Highest Rate	.51	.60	.53	.50	.50			1.00	.67	1.00	.25	1.00
4/5 Rule 80% of Base	.51<.8	.6<.8	.53<.8	.5<.8	.5<.8				.67<.8		.25<.8	
Adverse Impact?	Yes	Yes	Yes	Yes	Yes				Yes		Yes	

PROTECTIVE SERVICES

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	77	9	61	8	4		5		5		5	1
Total Actions	18	3	17	2	0		0		0		1	1
Total Remaining	59	6	44	6	4		5		5		4	0
Rate	77%	67%	72%	75%	100%		100%		100%		80%	0%
Ratio to Highest Rate	.77	.67	.72	.75	1.00		1.00		1.00		.80	0.00
4/5 Rule 80% of Base	.77<.8	.67<.8	.72<.8	.75<.8							.8=.8	0<.8
Adverse Impact?	Yes	Yes	Yes	Yes							No	Yes

TERMINATION – FOUR-FIFTHS RULE APPLICATION BY JOB CATEGORY continued

PARAPROFESSIONALS

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	13	62	10	41		6	2	4		3	1	8
Total Actions	0	0	0	0		0	0	0		0	0	0
Total Remaining	13	62	10	41		6	2	4		3	1	8
Rate	100%	100%	100%	100%		100%	100%	100%		100%	100%	100%
Ratio to Highest Rate	1.00	1.00	1.00	1.00		1.00	1.00	1.00		1.00	1.00	1.00
4/5 Rule 80% of Base												
Adverse Impact?												

ADMINISTRATIVE SUPPORT

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	32	177	26	141	2	7		3	1	11	3	15
Total Actions	15	47	10	34	1	3		3	1	2	3	5
Total Remaining	17	130	16	107	1	4		0	0	9	0	10
Rate	53%	73%	62%	76%	50%	57%		0%	0%	82%	0%	67%
Ratio to Highest Rate	.65	.89	.76	.93	.61	.70		0.00	0.00	1.00	0.00	.82
4/5 Rule 80% of Base	.65<.8	.89>.8	.76<.8	.93>.8	.61<.8	.7<.8		0<.8	0<.8		0<.8	.82>.8
Adverse Impact?	Yes	No	Yes	No	Yes	Yes		Yes	Yes		Yes	No

SKILLED CRAFT

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	895	16	774	14	10		12	0	24	1	75	1
Total Actions	152	7	129	4	1		2	1	2	0	18	2
Total Remaining	743	9	645	10	9		10	0		1	57	1
Rate	83%	56%	83%	71%	90%		83%	0%		100%	76%	100%
Ratio to Highest Rate	.83	.56	.83	.71	.90		.83	0.00		1.00	.76	1.00
4/5 Rule 80% of Base	.83>.8	.56<.8	.83>.8	.71<.8	.9>.8		.83>.8	0<.8			.76<.8	
Adverse Impact?	No	Yes	No	Yes	No		No	Yes			Yes	

SERVICE/MAINTENANCE

	Total		W		B		H		A/PI		AI/AN	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Total Workforce	395	107	276	70	13	2	15	3	52	21	39	11
Total Actions	124	41	77	27	6	0	2	2	9	1	27	11
Total Remaining	271	66	199	43	7	2	13	1	43	20	12	0
Rate	69%	62%	72%	61%	54%	100%	87%	33%	83%	95%	31%	0%
Ratio to Highest Rate	.69	.62	.72	.61	.54	1.00	.87	.33	.83	.95	.31	0.00
4/5 Rule 800% of Base	.69<.8	.62<.8	.72<.8	.61<.8	.54<.8		.87>.8	.33<.8	.83>.8	.95>.8	.31<.8	0<.8
Adverse Impact?	Yes	Yes	Yes	Yes	Yes		No	Yes	No	No	Yes	Yes

Program Evaluation

Implementation efforts:

The Affirmative Action Plan and Annual Assurance Update continues to be posted on the Alaska DOT&PF's internal and external web site. This provides accessibility to both departmental employees and the general public to the Plan and updates. The FY10 Annual Assurance Update will also be posted to the web after it is approved by the Federal Highway Administration.

Progress to achievement of agency affirmative action goals.

A review of the hiring goals indicated that many of the goals were met. Where they were not met, new goals were set for a five year time period.

A method of tracking LTC applicant flow for promotion posting was devised.

Overall, there was an increase of minorities and females in the department.

Progress in correction of problems areas.

Disciplinary action tracking. A new method to track the disciplinary actions needs to be developed and implemented to analyze data for FY11.

Training tracking. The process to collect training tracking is still problematic. The Alaska DOT&PF is still in the process of upgrading the software system used to track training. As the new system is implemented and decentralized, it is believed that training statistics will be more reliable.

General comments about the program.

The Alaska DOT/PF's Internal EEO Program continues to be effective. The department received fewer complaints of discrimination than previous years. Although the number of positions in the department varies from year to year, analysis indicates minority and female representation continues to improve in the department:

Fiscal Year	Total Workforce	Total Minorities	Total Females
FY05	3087	536	790
FY06	3174	556	808
FY07	3135	580	806
FY08	3208	588	820
FY09	3200	574	819
FY10	3297	597	855

The number of formal EEO discrimination complaints continues to be low when compared to the number of employees in the department. This also indicates that the system for addressing internally filed complaints is functioning properly.