

EEO Utilization Report

Organization Information

Name: Township Of Hamilton

City: Mays Landing

State: NJ

Zip: 08330

Type: County/Municipal Law Enforcement

Step 1: Introductory Information

Policy Statement:

It is the policy of the Township of Hamilton Police Department to unconditionally guarantee all applicants an equal opportunity for recruitment and employment regardless of race, sex, creed, color, religion, national origin, or ethnicity, ancestry, age, marital status, sexual orientation, political affiliation, military status, atypical blood trait, physical or mental disability that with reasonable accommodation does not significantly interfere with the ability to perform the essential functions of the job while maintaining a commitment to hiring the best available candidate based solely upon the individual applicants qualifications.

It is policy of the Township of Hamilton Police Department to have a sworn work force that is a reasonable representative of the available work force in the departments service community relative to its ethnic and gender composition.

Step 4b: Narrative of Interpretation

The Utilization Analysis (comparing the police department workforce to the relevant labor market), noted the following:

- 1- There are no Black or African American females in the following category - Sworn Patrol Officer (-11).
- 2- There are no Hispanic or Latino females in the following category - Sworn Patrol Officer (-10).

Our current objectives and steps have been formulated in order to create further diversification of our department through the redevelopment of our recruitment process.

Step 5: Objectives and Steps

1. Further Diversification of the Department Through Recruiting And Hiring

- a. Beginning in late 2015, this department determined that an overhaul of our recruitment and hiring process was necessary to attract high quality candidates and diversify our department to better reflect the demographics of the community we serve.

2. Recruiting Process

- a. The first change was in the recruiting of candidates. In previous years, we would announce our hiring process through traditional avenues, such as newspapers and word of mouth. During this process we actively sought candidates. We sent a four officer recruitment team to 36 colleges in New Jersey, Delaware, and Pennsylvania to generate interest and speak with potential candidates. We also became very active on social media, almost daily posting about employment opportunities. Additionally, we spoke with the NAACP and NOBLE for assistance and input and requested their organizations distribute our advertisement. This effort more than doubled the amount of applications received in previous years.

3. Hiring Process

- a. Next was a change in our testing philosophy. In previous years, applicants would take a written and physical test and be ranked based on their scores. The top scorers would then be interviewed. We determined that this process was causing us to eliminate quality candidates simply because they answered a few less questions correctly or did a few less push-ups. For this process, we de-emphasized the written and physical testing by interviewing all applicants who achieved a passing score in both phases. This raised the number of initial interviews from approximately 30 to over 100. Though interviewing over 100 applicants was quite time consuming, the opportunity to speak with more potential officers was invaluable not only in the effort to diversify the department but also to give us a better look at all available candidates.

Step 6: Internal Dissemination

- 1 - A copy of the EEOP Utilization Report will be posted on the department's intranet site, an in house electronic communication network.
- 2 - A copy of the EEOP Utilization Report will be posted in the department's kitchen wall where all employees have access.

Step 7: External Dissemination

- 1 - A copy of the EEOP Utilization Report will be posted on the department's public website.

Utilization Analysis Chart
Relevant Labor Market: Atlantic County, New Jersey

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Officials/Administrators																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	5,915/46 %	430/3%	605/5%	0/0%	305/2%	0/0%	45/0%	55/0%	4,135/32 %	320/3%	630/5%	25/0%	130/1%	0/0%	45/0%	100/1%
Utilization #/%																
Professionals																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	6,475/32 %	470/2%	725/4%	10/0%	545/3%	0/0%	44/0%	50/0%	8,875/44 %	565/3%	1,520/7%	0/0%	855/4%	0/0%	155/1%	10/0%
Utilization #/%																
Technicians																
Workforce #/%	2/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,140/32 %	65/2%	125/4%	10/0%	110/3%	4/0%	75/2%	0/0%	1,430/40 %	130/4%	340/10%	0/0%	60/2%	50/1%	0/0%	0/0%
Utilization #/%	68%	-2%	-4%	-0%	-3%	-0%	-2%	0%	-40%	-4%	-10%	0%	-2%	-1%	0%	0%
Protective Services: Sworn-Officials																
Workforce #/%	13/93%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,895/57 %	385/8%	745/15%	10/0%	125/2%	0/0%	0/0%	40/1%	455/9%	80/2%	330/6%	4/0%	15/0%	0/0%	10/0%	0/0%
Utilization #/%	36%	-8%	-15%	-0%	-2%	0%	0%	-1%	-2%	-2%	-6%	-0%	-0%	0%	-0%	0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	26/68%	0/0%	3/8%	0/0%	0/0%	0/0%	0/0%	2/5%	7/18%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	3,985/29 %	980/7%	890/7%	0/0%	520/4%	4/0%	39/0%	25/0%	3,940/29 %	1,455/11 %	1,300/10 %	0/0%	370/3%	0/0%	79/1%	15/0%
Utilization #/%	39%	-7%	1%	0%	-4%	-0%	-0%	5%	-11%	-11%	-10%	0%	-3%	0%	-1%	-0%
Protective Services: Non-sworn																

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	185/56%	15/5%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	110/33%	0/0%	20/6%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%																
Administrative Support																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	7,605/22%	1,255/4%	1,160/3%	10/0%	1,055/3%	0/0%	39/0%	60/0%	15,610/46%	2,410/7%	3,295/10%	20/0%	950/3%	0/0%	175/1%	185/1%
Utilization #/%	-22%	-4%	-3%	-0%	-3%	0%	-0%	-0%	54%	-7%	-10%	-0%	-3%	0%	-1%	-1%
Skilled Craft																
Workforce #/%	9/45%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	8/40%	2/10%	0/0%	0/0%	0/0%	0/0%	0/0%	1/5%
CLS #/%	7,785/73%	1,075/10%	970/9%	15/0%	180/2%	60/1%	65/1%	4/0%	400/4%	40/0%	30/0%	0/0%	15/0%	0/0%	0/0%	0/0%
Utilization #/%	-28%	-10%	-9%	-0%	-2%	-1%	-1%	-0%	36%	10%	-0%	0%	-0%	0%	0%	5%
Service/Maintenance																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	12,480/26%	7,275/15%	4,175/9%	45/0%	3,000/6%	0/0%	195/0%	160/0%	9,655/20%	5,055/10%	3,650/8%	25/0%	2,525/5%	35/0%	160/0%	185/0%
Utilization #/%																

Significant Underutilization Chart

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Protective Services: Sworn-Patrol Officers										✓	✓					

Law Enforcement Category Rank Chart

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Chief																
Workforce #/%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Deputy Chief																
Workforce #/%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Lieutenant																
Workforce #/%	3/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Sergeant																
Workforce #/%	8/89%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/11%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	26/68%	0/0%	3/8%	0/0%	0/0%	0/0%	0/0%	2/5%	7/18%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%

I understand the regulatory obligation under 28 C.F.R. ~ 42.301-.308 to collect and maintain extensive employment data by race, national origin, and sex, even though our organization may not use all of this data in completing the EEO Utilization Report.

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

Certified As Final By: Anthony Alcott

Lieutenant

02-22-2017

[signature]

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[date]