

EEO Utilization Report

Organization Information

Name: New Mexico Department Of Public Safety

City: Santa Fe

State: NM

Zip: 87507

Type: State Law Enforcement

Step 1: Introductory Information

Policy Statement:

EQUAL EMPLOYMENT OPPORTUNITY POLICY STATEMENT

This statement reaffirms the New Mexico Department of Public Safety's commitment to a policy of preventing discrimination while actively pursuing equal employment opportunity in all of its employment practices.

This commitment extends to all facets of employment including recruitment, hiring, training, promotional opportunity, compensation, benefits, transfers, layoffs, termination, and all other terms, conditions and privileges of employment. Any and all Department sponsored educational, social and recreational programs are also covered. This policy provides protection for all employees and extends to applicants for employment and contractors with the department.

The administration and staff of DPS are committed to supporting the principles of Equal Employment Opportunity and Affirmative Action. Each unit of the Department is charged, therefore, to conduct its recruitment, screening and employment practices in conformity with these principles.

Harassment of employees, applicants for employment or clients is prohibited by state and federal law, if that harassment is because of race, age, sex, national origin, disability, religion, color, sexual orientation or gender identity, spousal affiliation or ancestry.

The New Mexico Department of Public Safety has a zero tolerance policy concerning harassment, discrimination or retaliation on each of these bases. DPS is further committed to providing reasonable accommodation for religious beliefs and for persons with disabilities as required by law. This does not preclude the Department from the establishment of job criteria that are demonstrably bona fide occupational requirements for effective and proper job function.

Step 4b: Narrative of Interpretation

Please See Attachment

Following File has been uploaded:Attachment 4b narrative.pdf

Step 5: Objectives and Steps

1. Increase the number of White males in the Administrative Support classified job category and increase the number of White females in the Administrative Support and Professionals categories

- a. A large minority population in the immediate vicinity of many of these positions tends to limit the number of potential White male and female applicants in these categories. The DPS will endeavor to hire from within DPS if feasible, and to train employees to fill these positions.
- b. As positions open, the EEO Bureau and Human Resources Bureau will direct hiring managers to relevant underutilization figures. The hiring manager will remain cognizant of these figures when filling open positions.

2. Continue and enhance overall female and Native American male and female recruitment efforts in the Sworn Protective Services categories

- a. DPS and the New Mexico State Police Training and Recruiting Bureau will continue ongoing efforts to recruit females and Native Americans through advertising on its websites and via social media regarding the hiring and application process throughout the year; will continue its advertising in print, radio, social media and television formats; and will continue to utilize the professional services of an advertising agency to conduct targeted online marketing and the production of professional recruitment videos and commercials. DPS will continue to engage in postings to social media accounts regarding job opportunities.
- b. The Recruiting and Community Engagement officers of the New Mexico State Police Training and Recruiting Bureau will utilize a mentorship program. This program will help applicants prepare mentally, physically, and academically for the Academy. Officers will schedule workouts with applicants and share ways to reach the physical testing goals required to enter the Academy. The Recruiting and Community Engagement officers will conduct live, hands on, training of what a day in the Academy entails. If an applicant is struggling with the written test, officers will conduct study sessions and share ways to prepare for the written exam. These officers will stay in contact with the applicants throughout the hiring process and will provide support and guidance.
- c. The Training and Recruiting Bureau will utilize a cadre of part-time recruiters in the individual districts to represent the NMSP at community events in those districts.
- d. The Training and Recruiting Bureau will continue to coordinate events with the National Guard as well as conduct presentations to military base family readiness centers.
- e. The Training and Recruiting Bureau will continue to contact community colleges and universities around the state and have officers speak to criminal justice classes, political science classes, psychology classes, sociology classes, and science classes.
- f. The Training and Recruiting Bureau will continue to focus on career events and career counseling centers within those colleges to provide material, presentations, and direction for those who might be interested in law enforcement.
- g. The Training and Recruiting Bureau will continue to create and produce recruiting materials that show the diversity of NMSP officers. Job announcements will continue to be distributed to recruitment sources targeting females and minority groups.
- h. The Community and Engagement officer will actively recruit during events. They will hold self-defense trainings and other courses geared towards females to showcase the department and recruit females who attend these events.

3. Continue to Review the Training and Recruiting Recruitment Plan

- a. At the beginning of each fiscal year, the Lead Recruiter will review recruiting and workforce statistics to determine any underutilization and to assess the effectiveness of targeted efforts during the previous fiscal year. Adjustments will be made to the plan as needed to ensure that appropriate effort is made to address any underutilization that may exist.
- b. The DPS will continue to review and address any potential barriers to recruitment and/or successful completion of the Academy to ensure that there is no adverse impact to women or minority groups or any barriers that might deter women or minorities from applying for entry-level police officer positions.

- c. The DPS will continue to review the demographic makeup of incoming Academy classes in relation to the final makeup of the graduating class to identify any barriers which might affect the successful graduation of women and minorities.

Step 6: Internal Dissemination

1. Post a copy of the EEOP Utilization Report on the DPS internal website;
2. Distribute a copy of and direction about the EEOP Utilization Report to all supervisors and managers;
3. Notify all employees that a copy of the EEOP Utilization Report is available upon request from the EEO Bureau.

Step 7: External Dissemination

1. Post a copy of the EEOP Utilization Report on the DPS public website.
2. Make copies of the EEOP Utilization Report available to other law enforcement organizations statewide upon request.
3. Make copies of the EEOP Utilization Report available to members of the public upon request in the EEO Bureau.
4. Notify all contractors, vendors and sub-recipients that do business with the DPS that a copy of the EEOP is available upon request from the EEO Bureau.

Utilization Analysis Chart
Relevant Labor Market: New Mexico

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 #/%		6/33%	2/11%	0/0%	0/0%	0/0%	0/0%	0/0%	4/22%	6/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
	CLS #/%		34,950/36%	16,725/17%	945/1%	1,960/2%	1,050/1%	35/0%	505/1%	220/0%	24,515/25%	13,865/14%	505/1%	1,700/2%	485/0%	20/0%	179/0%
	Utilization #/%		-2%	-6%	-1%	-2%	-1%	-0%	-1%	-0%	-3%	19%	-1%	-2%	-0%	-0%	-0%
Professionals																	
	Workforce #/%		17/20%	17/20%	1/1%	0/0%	1/1%	0/0%	0/0%	0/0%	15/18%	32/38%	0/0%	1/1%	1/1%	0/0%	0/0%
	CLS #/%		48,650/30%	17,755/11%	1,470/1%	2,415/1%	2,435/1%	50/0%	454/0%	480/0%	54,505/33%	24,440/15%	1,420/1%	4,870/3%	2,230/1%	20/0%	640/0%
	Utilization #/%		-10%	9%	0%	-1%	-0%	-0%	-0%	-0%	-16%	23%	-1%	-2%	-0%	-1%	-0%
Technicians																	
	Workforce #/%		3/11%	5/18%	1/4%	0/0%	1/4%	0/0%	0/0%	0/0%	8/29%	8/29%	1/4%	0/0%	1/4%	0/0%	0/0%
	CLS #/%		7,430/28%	4,470/17%	260/1%	720/3%	290/1%	0/0%	120/0%	50/0%	6,560/25%	4,790/18%	115/0%	1,210/5%	300/1%	0/0%	55/0%
	Utilization #/%		-17%	1%	3%	-3%	2%	0%	-0%	-0%	4%	11%	3%	-5%	2%	0%	-1%
Protective Services: Sworn-Officials																	
	Workforce #/%		77/42%	92/50%	1/1%	3/2%	1/1%	1/1%	0/0%	0/0%	2/1%	6/3%	0/0%	1/1%	1/1%	0/0%	0/0%
	CLS #/%		8,085/36%	8,145/36%	465/2%	1,295/6%	105/0%	10/0%	150/1%	65/0%	1,770/8%	2,035/9%	150/1%	325/1%	10/0%	0/0%	4/0%
	Utilization #/%		6%	14%	-2%	-4%	0%	0%	-1%	-0%	-7%	-6%	-1%	-1%	0%	-0%	-0%
Protective Services: Sworn-Patrol Officers																	
	Workforce #/%		115/25%	276/59%	19/4%	21/4%	3/1%	0/0%	0/0%	0/0%	6/1%	25/5%	1/0%	3/1%	0/0%	0/0%	0/0%
	Civilian Labor Force #/%		14,495/17%	29,130/35%	1,015/1%	6,160/7%	360/0%	30/0%	369/0%	165/0%	7,665/9%	19,210/23%	485/1%	4,255/5%	285/0%	70/0%	135/0%
	Utilization #/%		7%	24%	3%	-3%	0%	-0%	-0%	-0%	-8%	-18%	-0%	-4%	-0%	-0%	-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 #/%	11/24%	21/46%	0/0%	3/7%	0/0%	0/0%	0/0%	0/0%	5/11%	3/7%	1/2%	2/4%	0/0%	0/0%	0/0%	0/0%
CLS #/%	365/22%	360/21%	50/3%	60/4%	10/1%	0/0%	0/0%	0/0%	430/26%	310/19%	0/0%	65/4%	0/0%	0/0%	10/1%	15/1%
Utilization #/%	2%	24%	-3%	3%	-1%	0%	0%	0%	-15%	-12%	2%	0%	0%	0%	-1%	-1%
Administrative Support																
Workforce #/%	8/5%	21/13%	1/1%	3/2%	0/0%	0/0%	0/0%	0/0%	28/18%	84/53%	3/2%	9/6%	1/1%	0/0%	0/0%	0/0%
CLS #/%	35,965/16%	29,785/13%	1,545/1%	3,720/2%	565/0%	50/0%	750/0%	395/0%	66,325/30%	67,125/30%	2,550/1%	10,625/5%	1,520/1%	150/0%	1,220/1%	595/0%
Utilization #/%	-11%	-0%	-0%	0%	-0%	-0%	-0%	-0%	-12%	23%	1%	1%	-0%	-0%	-1%	-0%
Skilled Craft																
Workforce #/%	6/55%	5/45%	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 #/%	33,560/35%	46,690/48%	1,065/1%	8,595/9%	615/1%	10/0%	505/1%	175/0%	1,880/2%	1,755/2%	55/0%	1,350/1%	110/0%	0/0%	25/0%	40/0%
Utilization #/%	20%	-3%	-1%	-9%	-1%	-0%	-1%	-0%	-2%	-2%	-0%	-1%	-0%	0%	-0%	-0%
Service/Maintenance																
Workforce #/%	2/67%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	41,290/18%	71,000/31%	2,630/1%	10,260/4%	1,490/1%	40/0%	1,030/0%	320/0%	30,445/13%	56,980/25%	1,950/1%	10,150/4%	1,820/1%	65/0%	555/0%	345/0%
Utilization #/%	49%	-31%	-1%	-4%	-1%	-0%	-0%	-0%	-13%	9%	-1%	-4%	-1%	-0%	-0%	-0%

Significant Underutilization Chart

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

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 #/%	0/0%	1/33%	1/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/33%	0/0%	0/0%	0/0%
Major																
Workforce #/%	3/43%	3/43%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/14%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Captain																
Workforce #/%	16/59%	9/33%	0/0%	1/0%	0/0%	0/0%	0/0%	0/0%	1/4%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Lieutenant																
Workforce #/%	15/37%	23/56%	0/0%	1/0%	0/0%	1/2%	0/0%	0/0%	0/0%	1/2%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Sergeant																
Workforce #/%	42/40%	56/53%	0/0%	1/1%	1/1%	0/0%	0/0%	0/0%	1/1%	4/4%	0/0%	1/1%	0/0%	0/0%	0/0%	0/0%
Protective Services:																
Sworn-Patrol Officers																
Workforce #/%	115/25%	276/59%	19/4%	21/1%	3/1%	0/0%	0/0%	0/0%	6/1%	25/5%	1/0%	3/1%	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: Vanessa Willock

EEO Director

10-15-2020

[signature]

[title]

[date]