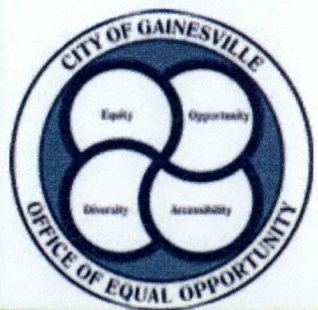


2015 AFFIRMATIVE ACTION PLANS

GENERAL GOVERNMENT & GAINESVILLE REGIONAL UTILITIES

Office of Equal Opportunity



## EACH PLAN'S ANALYSIS INCLUDE:

- Workforce Analysis by Departments
- Job Group Analysis
- Availability Analysis
- Comparison of Incumbency and Availability Analysis
- Placement Goals Analysis

## PLAN HIGHLIGHTS

- Both Plans cover 2,305 employees including 657 (28.50%) minorities and 727 (31.54% ) women
- The GG Plan covers 1,458 employees including 489 (33.54%) minorities and 498 (34.16%) women
- The GRU Plan covers 847 employees including 168 (19.83%) minorities and 229 (27.04%) women

# Determining Goals

- A hiring goal is set when the percentage of minorities and women in a particular job group is shows an underutilization based on incumbency verses the availability in the job market.
- Depending on the job, the available job market may be local, statewide, or nationwide
- The number of persons in any particular job market is determined by the U. S. Census

## 2015 GOALS GENERAL GOVERNMENT

# PLACEMENT GOALS (GG)

Note: M= Minority  
F=Female  
B=Minority & Female

- **Administrative Support-General (ASGEN) B**
  - Storekeeper 2
  - Supply & Equipment Control Specialist
  - Customer Service Support Specialist 1 - RTS
  - Parts Specialist RTS
  - Records Technician
  - Tel Serve Operator
  - Storekeeper 1
  
- **Administrative Support-Supv (ASPV) B**
  - Budget Coordinator
  - Payroll and Payables Supervisor
  - Solid Waste Field Operations Supervisor
  - Financial Services Coordinator
  - Police Property/Evidence Super
  - Police Records Coordinator
  - Facilities Coordinator
  - Cemetery Coordinator
  - Police Records Supervisor

# PLACEMENT GOALS (GG) cont.

Note: M= Minority  
F=Female  
B=Minority & Female

- **Officials, Administrators & Line Mgrs. (OAM) B**
  - Assistant Public Works Director
  - Assistant Parks, Recreation and Cultural Affairs D
  - Building Official
  - Fire District Chief
  - Transit Maintenance Manager
  - Planner Principal
  - Transit Operations Manager
  - Community Redevelopment Agency (CRA) Manager
  - Planning Manager-Public Works
  - Compensation Manager
  - Transit Planner Chief
  - Recreation Manager
  - Office Manager, Law Office
  - Fleet Operations Manager
  - Community Redevelopment Agency (CRA) Project
  - Assistant Transit Operations Manager

# PLACEMENT GOALS (GG) cont.

Note: M= Minority  
F=Female  
B=Minority & Female

- **Officials, Administrators & Line Mgrs. (OAM) (cont..) B**
  - Department Marketing and Communications Supervisor
  - Facilities Management Manager
  - Assistant Operations Manager
  - Nature Operations Manager
  - Golf Course Manager
  - Cultural Affairs Manager
  - Parking Operations Supervisor
  - Office Manager
  - Transit Fleet Supervisor
  - Transit Operations Supervisor
- **Officials, Admin. & Sr. Mgrs. (OASM) F**
  - Public Works Director
  - Assistant City Manager
  - Administrative Services Director
  - Police Chief
  - Planning & Development Director
  - Fire Chief
  - Economic Development and Innovation Director
  - Communications & Marketing Manager



## PLACEMENT GOALS (GG) cont.

Note: M= Minority  
F=Female  
B=Minority & Female

- **Professional, Administrative , Exempt (PADM) F**
  - Litigation Attorney
  - City Attorney Utilities
  - City Attorney, Senior Assistant
  - City Attorney 2, Assistant
  - Nurse Practitioner
  - Technical Systems Analyst Coordinator
  - Planner Lead
  - Equal Opportunity Specialist Senior
  - Workers' Compensation & Loss Control Manager
  - Technical Systems Analyst, Sr.
  - City Attorney 1, Assistant
  - CHIEF Plans Examiner
  - Surveyor
  - Neighborhood Planning Coordinator
  - Entomologist
  - Technical Systems Analyst 2
  - Fire Protection Specialist

## PLACEMENT GOALS (GG) cont.

Note: M= Minority  
F=Female  
B=Minority & Female

- **Professional, Administrative , Exempt (PADM) (cont.) F**
  - Equal Opportunity Office Coordinator
  - Office Coordinator-City Manager
  - Planner Senior
  - CITY ARBORIST
  - Equal Opportunity Specialist
  - Safety Specialist
  - Learning & Development Specialist
  - Occupational Health Nurse
  - Urban Forestry Inspector
  - Injury Care and Prevention Specialist
  - Recreation Supervisor
  - Marketing & Communication Specialist, Senior
  - Transit Planner
  - Community Redevelopment Agency (CRA) Project
  - Technical Systems Analyst 1
  - Program Coordinator
  - Transit Marketing and Communications Specialist
  - Transit Services Coordinator
  - Transit Operations Trainer

## PLACEMENT GOALS (GG) cont.

Note: M= Minority  
F=Female  
B=Minority & Female

- **Professional, Administrative, Exempt (PADM) (cont..) F**
  - Fire Risk Reduction Specialist/Public Information
  - HR/OD Representative 2
  - Program Coordinator - PRCA
  - Transit Program Coordinator
  - Events Coordinator
  - Public Works Contract Coordinator
  - Community Redevelopment Agency (CRA) Project
  - Health Services Coordinator
  - HR/OD Representative
  
- **Firefighters (PFR) B**
  - Firefighters
  - Fire Investigative Service Officer
  - Fire Training Captain
  - Fire Inspector
  - Fire Driver Operator
  - Firefighter

# PLACEMENT GOALS (GG) cont.

Note: M= Minority  
F=Female  
B=Minority & Female

- **Police Officers (PRP) B**
  - Police Officer – Administration
  - Police Corporal
  - Police Officer (Certified)
  - Police Officer (Non-Certified)
- **Police Supervisors (PRPSP) B**
  - Police Lieutenant
  - Police Sergeant
- **Service Workers (SER) F**
  - Maintenance Worker 2
  - Riechert House Youth Developer
  - Recreation Aide 2
  - Parks Maintenance Worker 2
  - Parking Operations Attendant 2
  - Nature Assistant
  - Vehicle Svc Attendant RTS
  - Custodial Worker
  - Maintenance Worker 1

# PLACEMENT GOALS (GG) cont.

Note: M= Minority  
F=Female  
B=Minority & Female

- **Service Workers (SER) (cont..) F**
  - Parks Maintenance Worker 1
  - Parks Maintenance Worker 1
  - Cultural/Nature Bldg. Attend
  - Golf Course Attendant
  - Parking Operations Attendant 1
  - Recreation Aide 1
  - Maintenance Worker I RTS
- **Engineering Tech. (TENG) B**
  - Technical Support Specialist III
  - Survey Party Chief
  - Technical Support Specialist II
  - Survey Technician 2
- **General Technicians (TGEN) M**
  - Inspector I, II & III
  - Traffic Signal Tech. II & III
  - Rehab. Specialist II
  - Latent Fingerprint Examiner

## PLACEMENT GOALS (GG) cont.

Note: M= Minority  
F=Female  
B=Minority & Female

- **General Technicians (TGEN) (cont..) M**
  - Broadcast Technical Serv. Coord.
  - Plans Examiner II
  - Code Enforcement Officer
  - Habitat Naturalist
  - Police Crime Analyst
  - Broadcast Digital Media Asst. Pro.
  - Marketing Tech.
  - Planning Assistant
  - Forensic Crime Technician
  - Communication Equip. Tech.
  - Energy Mgmt. Specialist
  - Photographic Lab Tech.
  - Mosquito Control Svcs. Tech.

# MANAGERIAL POSITIONS (GG) w/o goals

## Officials, Admin. & Exe. Mgrs. (OAEM)

- 1/5 Minority (20.00%)
- 1/5 Female (20.00%)
  
- City Manager
- City Attorney
- City Auditor
- Equal Opportunity Director
- Clerk of the Commission

# MANAGERIAL POSITIONS (GG) w/o goals

## Officials, Administrators & MM (OAMM)

5/19 Minority (26.32%)

4/19 Female (21.05%)

- Finance Director
- Police Major
- Transit Director
- Assistant Finance Director
- Director, PRCA
- Comm. Redev. Agency. Dir.
- Risk Management Director
- Planning Manager
- Traffic Operations Mgr..
- Police Captain (3)
- Housing & Comm. Dev.
- Fire Assistant Chief
- Fire Chief, Deputy
- Code Enforce Manager
- Operations Div. Manager
- HR Manager
- Solid Waste Manager



# **GAINESVILLE REGIONAL UTILITIES GOALS**

## **2015 GOALS GAINESVILLE REGIONAL UTILITIES**

# PLACEMENT GOALS (GRU)

Note: M= Minority  
F=Female  
B=Minority & Female

- **Administrative Support Staff-Clerical (ASCS) M**
  - Administrative Assistant
  - Executive Assistant Senior
  - Energy Systems Dispatcher
  - Operations Assistant
  - Dispatcher
  - Staff Specialist
  - Staff Assistant
  
- **Administrative Support-Supv (ASPV) B**
  - Customer Service Supervisor
  - Customer Service Supervisor-Utilities
  - Customer Accounts Supervisor
  - Customer Records Supervisor
  - Accounts Payable Supervisor
  - Meter Reader Supervisor
  - Warehouse Supervisor
  - Mail Services Supervisor Utilities

# PLACEMENT GOALS (GRU) cont.

Note: M= Minority  
F=Female  
B=Minority & Female

- **Officials, Administrators & Line Mgrs. (OAM) B**
  - Technical Services Manager
  - IT Infrastructure and Administration Manager
  - IT Applications Development Manager
  - Business Operations Support Manager
  - Production Manager II
  - Managing Utility Analyst Planning
  - Rates and Economics Analysis Manager
  - Fuels Manager
  - Production Manager I
  - Production Leader
  - Purchasing Manager Utilities
  - Major Maintenance Leader
  - Operations Manager' Utilities
  - Customer Service Manager
  - Util Stores Manager
  - Learning & Development Manager
  - Wtr/Wstwtr Facilities Operations & Maintenance Man
  - Office Manager

## PLACEMENT GOALS (GRU) cont.

Note: M= Minority  
F=Female  
B=Minority & Female

- **Professional, Administrative , Exempt (PADM) B**
  - Chief Negotiator
  - System Operations Training Coordinator
  - Computer Project Leader
  - IT Infrastructure Designer and Administrator, Lead.
  - Operational Technology Network Analyst Lead
  - Technical Systems Analyst Coordinator
  - Utility GIS Coordinator
  - Account Representative Sr.
  - IT Supervisor
  - Utility Security Coordinator
  - Computer Systems Analyst
  - Technical Systems Analyst, Sr.
  - IT Infrastructure Designer and Administrator, Sr.
  - IT WEB Applications Developer Sr.
  - Generation Training Coordinator
  - Business Services Support Coordinator
  - Marketing Rep Senior
  - Utility Services Supervisor
  - Utility Safety Training Coordinator
  - IT Infrastructure Designer and Administrator
  - Technical Systems Analyst 2

## PLACEMENT GOALS (GRU) cont.

Note: M= Minority  
F=Female  
B=Minority & Female

- **Professional, Administrative , Exempt (PADM) (cont..) B**
  - IT Support Supervisor
  - Land Rights Coordinator
  - Utility Marketing Rep
  - HR/OD Representative, Sr.
  - Business Efficiency Program Coordinator
  - Collections Recovery Specialist
  - Community Relations Coordinator-Utilities
  - Utility Forester
  - Utility Training Officer
  - Marketing & Communication Specialist, Senior
  - Technical Systems Analyst 1
  - GRUCOM Work Management Coordinator
  - Residential Efficiency Program Coordinator 3
  - Residential Efficiency Program Coordinator 2

# PLACEMENT GOALS (GRU) cont.

Note: M= Minority

F=Female

B=Minority & Female

- **Professional Engineer (PENG) M**
  - Project Engineer
  - Utility Project /Team Leader
  - Supv Engineer Ut Designer
  - Principal Engineer
  - Engineer Utility Designer 4
  - Engineer Utility Designer 3
  - Engineer Utility Designer 2
  - Engineer Utility Design
  
- **Service Workers (SER) M**
  - Meter Reader Crew
  - Leader Meter Reader
  
- **Skilled Craft Apprentice (SKAP) F**
  - Line Technician
  - Network Cabling Specialist 1
  - Wastewater Mechanic Apprentice
  - Power Plant Apprentice Operator
  - Wstwtr Plant Operator 1
  - Field Services Technician Apprentice
  - Services Operator Apprentice

# PLACEMENT GOALS (GRU) cont.

Note: M= Minority  
F=Female  
B=Minority & Female

- **Skilled Craft-Supv (SKSPV) (cont..) F**
  - Pwr Plant Shift Supervisor
  - Pwr Plant Instrumentation, Controls & Electrical Su
  - Gas Operations Supervisor
  - Meter Services Supervisor
  - Energy Delivery Facilities Specialist Supervisor
  - Energy Services Supervisor
  - Pwr Plant Materials Supervisor
  - Facilities Maintenance Coordinator
  - Wtr/Wstwtr Supervisor
  
- **General Technicians (TGEN) B**
  - Network & Telecommunications Supervisor
  - Pwr Plant Maintenance Planner
  - Lead Telecomm Specialist
  - Network Analyst
  - Relay Technician
  - Wtr/Wstwtr Instrument Technician
  - Telecomm Specialist 2
  - Electric Measurement Technician
  - Pwr Sys Control Specialist Senior

# PLACEMENT GOALS (GRU) cont.

Note: M= Minority  
F=Female  
B=Minority & Female

- **General Technicians (TGEN) (cont..) B**
  - IT Support Analyst
  - Network Specialist
  - Wtr/Wstwtr Laboratory Technician Senior
  - Electric Apparatus Technician
  - IT Support Specialist
  - Pwr Plant Lab Technician
  - Facilities Protection Technician
  - Current Diversion Technician
  - Gas Measurement Technician
  - Meter Programmer Tester
  - Electric Utilities Inspector
  - Utilities Location Technician
  - IT Support Technician
  - Wtr/Wstwtr Instrument Technician Apprentice
- **Technicians-Supv (TSPV) B**
  - Pwr Plant Maintenance Supervisor
  - Electric Measurement Supervisor
  - Apparatus Repair Supervisor
  - Network Cabling Supervisor
  - Wtr/Wstwtr Laboratory Supervisor



## PLACEMENT GOALS (GRU) cont.

Note: M= Minority  
F=Female  
B=Minority & Female

- **Technicians-Supv (TSPV) (cont..) B**
  - Gas Measurement Supervisor
  - Process Plant Supervisor
  - Pwr Plant Lab Supervisor
  - Utilities Location Supervisor

# MANAGERIAL POSITIONS (GRU) w/o goals

## Officials, Admin. & Exe. Mgrs. (OAEM)

- General Manager for Utilities

## Officials, Admin. & Sr. Mgrs. (OASM)

1/7 Minority (14.29%)

2/7 Female (28.58%)

- AGM, Energy Supply
- Chief Financial Officer, Utilities
- AGM, Energy Delivery
- AGM, Customer/Admin. Services
- AGM, W/WW Systems
- Human Resources Director
- Public Affairs Director

# MANAGERIAL POSITIONS (GRU) w/o goals

## Officials, Admin. & MM Mgrs. (OAMM)

6/29 Minority (20.69%)

8/29 Female (27.59%)

- Energy Meas. Reg. Mgr..
- Prod. Assurance Supp. Dir.
- System Control Manager
- Energy Delivery Engineering Mgr.
- Director of Production
- Admin. & Fuels Ops. Dir.
- Dir. Sales & New Svcs.
- Operational Technology Mgr..
- Marketing & Business Solutions Dir.
- Info. Technology Director
- Conservation Services Mgr..
- Controller, Utilities
- Utilities Admin. Services Dir.
- Gas T & D Manager
- Pwr. Systems Ops. Mgr..
- Utility Field Svcs. Manager
- Systems Operations Mgr..
- Elec. Systems Ops. Manager (2)
- Human Resources Manager
- Marketing Manager, Utilities
- Water Plant Manager

# MANAGERIAL POSITIONS (GRU) w/o goals

## Officials, Admin. & MM Mgrs. (OAMM)

6/29 Minority (20.69%)

8/29 Female (27.59%)

- Job Knowledge & Prof. Dev. Mgr..
- Mgr.. Outage Planning & Major Main.
- W/WW Engineering Director
- Production Manger III(2)

# NEXT STEPS

*Continue the Office's initiatives as previously approved by the City Commission:*

- PRAF Protocols;
- Training & education of hiring managers through Diversity/Affirmative Action work plan training;
- Require hiring managers to submit comprehensive recruitment plans, especially as it relates to positions with Affirmative Action goals;
- Diverse Interview Panels;
- Work closely with the Diversity Recruiter on aggressive recruitment strategies especially as it relates to the goals outlined in the Affirmative Action Plan(s); positions at the supervisory, middle & upper management level and GFR and GPD; and,
- Focus on targeted community outreach opportunities by OEO