



## 2011 AFFIRMATIVE ACTION PLANS

# CITY OF GAINESVILLE, FLORIDA

# GENERAL GOVERNMENT & GAINESVILLE REGIONAL UTILITIES

# 2011 FORMAT CHANGES

- Rules were followed as outlined by the Office of Federal Contract Compliance Procedure (OFCCP).
- Plans were completed by buildings containing 50 or more employees.
- Employees in buildings with less than 50 employees were included in the building in which their Department Head/AGM are housed.

## EACH BUILDING'S ANALYSIS INCLUDE:

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

# Plan Highlights

- Fourteen (14) Plans as opposed to one
- Six (6) goals repeat as opposed to 11 last year.
- Three (3) Buildings have zero Goals
- Other Buildings Range from One goal to Seven goals
- Allows us to see a problem developing before it becomes Citywide

# Setting Goals

- ❑ When the percentage of women and/or minorities in a particular job group is less than 80 % of availability, then an annual goal is established.
  
- ❑ This percentage is derived from the sum of two separate groups:
  - ❑ Adding both the group of those available within our reasonable recruitment area;
  - ❑ Along with those available for promotion within our workforce.
  - ❑ Together we arrive at a percentage; this provides a goal of women or minorities for which we strive to achieve in each applicant pool which has a goal.

# Old Library Building

- There are 24 Professional employees in this building, consisting of 8 minorities and 8 females.
- There is a goal for Professional Administrative (PADM) females because the actual employment (8 or 33.33%) is less than 80% of the availability (58.64%)

# 14<sup>th</sup> St. Admin. Complex

- There are placement goals for:
  - Minority ASPV Admin Supervisor,
  - Female Temporary Skilled Craft, and
  - Minority TGEN General Technicians

# GRU Administration Bldg.

- There are placement goals for:
  - Female PANA Analyst
  - Minority PENG Engineers
  - Female Skilled Craft Workers
  - Minority Skilled Craft Apprentice
  - Female Skilled Craft Supervisor
  - Female General Technicians
  - Engineering Technicians



# Gainesville Police Dept.

- There are placement goals for:
  - Minority Police Supervisor (Lt. and Sgt.)
  - Female Police Supervisor (Lt. and Sgt.)

# GFR 13<sup>th</sup> Street

- There are placement goals for:
  - Female Fire Supervisors: Lieutenants

# Field Services

- There are placement goals for:
  - Minority Service Worker,
  - Female Skilled Craft Workers

- There are placement goals for:
  - Female Senior Managers
  - Female General Technicians

# Ayers Building

- There are placement goals for:
  - Female Administrative Support - General
  - Female Professionals
  - Minority Professionals
  - Female General Technicians

# 39<sup>th</sup> Avenue Compound

- There are placement goals for:
  - Minority Administrative Support - General
  - Minority Professionals
  - Female Skilled Craft Workers
  - Female Engineering Technicians
  - Female General Technicians

# Operations Center

- There are placement goals for:
  - Minority Administrative Support Staff
  - Female Financial Support Staff
  - Minority Skilled Craft Workers
  - Female General Technicians – Temp
  - Female General Technicians

# RTS Administration

- There are placement goals for:
  - Female OAM/Line Managers
  - Minority Skilled Craft Workers



# No Placement Goals!

- Three buildings had no placement goals:
  - Deerhaven Generating Station
  - Springhills Service Center
  - Thomas Center

# NEW HIRES DURING FY 2009-2010

- 120 new employees were hired during the period from October 1, 2009 - September 30, 2010.
- Of those, 40 minorities were hired equaling 33.33%.
- There were 43 women were hired equaling 35.83%.
- There were 37 white males hired equaling 30.83%.

# RECRUITMENT

- Minorities and women, as well as non-minority employees are encouraged to refer qualified applicants.
- Vacant positions are advertised on the City's website.
- We provide Recruiting Resources Folders which contain advertising resource information for positions that have goals.
- The City also relies on:
  - The State Department of Employment, through
  - Florida Works
  - The Gainesville Area Chamber of Commerce and
  - Local job fairs to advertise our open positions

# RECRUITMENT

- ❑ We recruit through various colleges and universities such as Santa Fe and University of Florida, Bethune-Cookman University and Florida A&M University
- ❑ We sponsor The City's Annual Career Fair
- ❑ Job ads specific to certain fields and positions are placed with many industry-specific and minority organizations and websites in U.S.

**The End**