City of Portland

1280-Revenue Bureau
(OMF)

Bureau Affirmative Action Reports

Quarter 2 Reports (07/01/2011 to 12/31/2011)

(Semi-Annual Reports)

City of Portland
Bureau of
Human Resources
Knowledgeable | Helpful | Responsive

Job Group Analysis Summary By EEO Category Report

City of Portland

FY11-12 Quarter 2 (Semi-Annual) Cumulative Affirmative Action Update Plan

Sector: 1280 - OMF Revenue Bureau

Portland, OR

Job Group Analysis Summary by EEO Code

EEO Code & Description		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1 - Officials & Administrators	#	4	18	3	0	0	0	0	1		
28 Employees	%	14.29	64.29	10.71	0.00	0.00	0.00	0.00	3.57		
2 - Professionals	#	3	13	1	1	1	0	0	0		
18 Employees	%	16.67	72.22	5.56	5.56	5.56	0.00	0.00	0.00		
6 - Administrative Support	#	5	17	1	1	2	1	0	0		
20 Employees	%	25.00	85.00	5.00	5.00	10.00	5.00	0.00	0.00		
66 Employees **Totals**	#	12	48	5	2	3	1	0	1		
	%	18.18	72.73	7.58	3.03	4.55	1.52	0.00	1.52		

Job Group Analysis Summary Report

Job Group Analysis Summary

Job Group & Name	EEO Code		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1CI - Officials/Admin - Code Inspections		#	4	12	3	0	0	0	0	1		
20 Employees	1	%	20.00	60.00	15.00	0.00	0.00	0.00	0.00	5.00		
1DR - Officials/Admin - Directors		#	0	0	0	0	0	0	0	0		
1 Employee	1	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
1FL - Officials/Admin - Financial		#	0	1	0	0	0	0	0	0		
1 Employee	1	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
1GA - Officials/Admin - General Administrative		#	0	1	0	0	0	0	0	0		
1 Employee	1	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
1PM - Officials/Admin - Program Management		#	0	4	0	0	0	0	0	0		
5 Employees	1	%	0.00	80.00	0.00	0.00	0.00	0.00	0.00	0.00		
2AC - Professionals - Accounting		#	3	4	1	1	1	0	0	0		
8 Employees	2	%	37.50	50.00	12.50	12.50	12.50	0.00	0.00	0.00		
2HR - Professionals - Human Resources		#	0	1	0	0	0	0	0	0		
1 Employee	2	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
2IT - Professionals - Information Technology		#	0	8	0	0	0	0	0	0		
9 Employees	2	%	0.00	88.89	0.00	0.00	0.00	0.00	0.00	0.00		
6AC - Administrative Support - Accounting		#	0	2	0	0	0	0	0	0		
2 Employees	6	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
6CI - Administrative Support - Code Inspections		#	4	13	0	1	2	1	0	0		
15 Employees	6	%	26.67	86.67	0.00	6.67	13.33	6.67	0.00	0.00		
6GA - Administrative Support - General Administrative		#	1	2	1	0	0	0	0	0		
2 Employees	6	%	50.00	100.00	50.00	0.00	0.00	0.00	0.00	0.00		
6PM - Administrative Support - Program Management		#	0	0	0	0	0	0	0	0		
1 Employee	6	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
66 Employees	Totals	#	12	48	5	2	3	1	0	1		
		%	18.18	72.73	7.58	3.03	4.55	1.52	0.00	1.52		

Job Group Analysis Report

Job Group Analysis

1CI Officials/Admin - Code Inspections

EEO Code: 1

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000190 - Regulatory Program Administrator	#	0	2	0	0	0	0	0	0		
3 Employees	%	0.00	66.67	0.00	0.00	0.00	0.00	0.00	0.00		
30000196 - Revenue & Taxation Specialist V	#	1	1	0	0	0	0	0	1		
4 Employees	%	25.00	25.00	0.00	0.00	0.00	0.00	0.00	25.00		
30000194 - Revenue & Taxation Specialist IV	#	2	7	2	0	0	0	0	0		
10 Employees	%	20.00	70.00	20.00	0.00	0.00	0.00	0.00	0.00		
30000189 - Regulatory Program Specialist	#	1	2	1	0	0	0	0	0		
3 Employees	%	33.33	66.67	33.33	0.00	0.00	0.00	0.00	0.00		
20 Employees Totals	#	4	12	3	0	0	0	0	1		
	%	20.00	60.00	15.00	0.00	0.00	0.00	0.00	5.00		

Job Group Analysis

1DR Officials/Admin - Directors

EEO Code: 1

Job Code & Title			Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000413 - Revenue Bureau Director		#	0	0	0	0	0	0	0	0		
1 Employee		%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
1 Employee	Totals	#	0	0	0	0	0	0	0	0		
		%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		

Job Group Analysis

1FL Officials/Admin - Financial

EEO Code: 1

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000568 - Financial Analyst, Sr	#	0	1	0	0	0	0	0	0		
1 Employee	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
1 Employee Totals	#	0	1	0	0	0	0	0	0		
	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		

Job Group Analysis

1GA Officials/Admin - General Administrative

EEO Code: 1

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000443 - Revenue Bureau Operations Manager	#	0	1	0	0	0	0	0	0		
1 Employee	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
1 Employee Totals	#	0	1	0	0	0	0	0	0		
	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		

Job Group Analysis

1PM Officials/Admin - Program Management

EEO Code: 1

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000588 - License & Tax Division Manager	#	0	1	0	0	0	0	0	0		
1 Employee	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000466 - Program Manager, Sr	#	0	1	0	0	0	0	0	0		
1 Employee	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
30001033 - Regulatory Division Manager	#	0	1	0	0	0	0	0	0		
1 Employee	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000464 - Program Coordinator	#	0	1	0	0	0	0	0	0		
2 Employees	%	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00		
5 Employees Totals	#	0	4	0	0	0	0	0	0		
	%	0.00	80.00	0.00	0.00	0.00	0.00	0.00	0.00		

Job Group Analysis

2AC Professionals - Accounting

EEO Code: 2

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000586 - Revenue Audit Supervisor	#	0	0	0	0	0	0	0	0		
1 Employee	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000405 - Revenue Auditor, Sr	#	1	2	1	0	0	0	0	0		
3 Employees	%	33.33	66.67	33.33	0.00	0.00	0.00	0.00	0.00		
30000404 - Revenue Auditor	#	1	1	0	1	0	0	0	0		
2 Employees	%	50.00	50.00	0.00	50.00	0.00	0.00	0.00	0.00		
30000064 - Accountant III	#	1	1	0	0	1	0	0	0		
1 Employee	%	100.00	100.00	0.00	0.00	100.00	0.00	0.00	0.00		
30000063 - Accountant II	#	0	0	0	0	0	0	0	0		
1 Employee	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
8 Employees Totals	#	3	4	1	1	1	0	0	0		
	%	37.50	50.00	12.50	12.50	12.50	0.00	0.00	0.00		

Job Group Analysis

2HR Professionals - Human Resources

EEO Code: 2

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000531 - Training & Development Analyst	#	0	1	0	0	0	0	0	0		
1 Employee	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
1 Employee Totals	#	0	1	0	0	0	0	0	0		
	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		

Job Group Analysis

2IT Professionals - Information Technology

EEO Code: 2

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000449 - Business Systems Analyst, Sr	#	0	1	0	0	0	0	0	0		
2 Employees	%	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000448 - Business Systems Analyst	#	0	5	0	0	0	0	0	0		
5 Employees	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000447 - Business Systems Analyst, Assistant	#	0	2	0	0	0	0	0	0		
2 Employees	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
9 Employees Totals	#	0	8	0	0	0	0	0	0		
	%	0.00	88.89	0.00	0.00	0.00	0.00	0.00	0.00		

Job Group Analysis

6AC Administrative Support - Accounting

EEO Code: 6

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000017 - Customer Accounts Specialist I	#	0	2	0	0	0	0	0	0		
2 Employees	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
2 Employees Totals	#	0	2	0	0	0	0	0	0		
	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		

Job Group Analysis

6CI Administrative Support - Code Inspections

EEO Code: 6

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000193 - Revenue & Taxation Specialist III	#	2	5	0	1	0	1	0	0		
6 Employees	%	33.33	83.33	0.00	16.67	0.00	16.67	0.00	0.00		
30000192 - Revenue & Taxation Specialist II	#	2	5	0	0	2	0	0	0		
6 Employees	%	33.33	83.33	0.00	0.00	33.33	0.00	0.00	0.00		
30000191 - Revenue & Taxation Specialist I	#	0	3	0	0	0	0	0	0		
3 Employees	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
15 Employees Totals	#	4	13	0	1	2	1	0	0		
	%	26.67	86.67	0.00	6.67	13.33	6.67	0.00	0.00		

Job Group Analysis

6GA Administrative Support - General Administrative

EEO Code: 6

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000437 - Administrative Supervisor II	#	0	1	0	0	0	0	0	0		
1 Employee	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000434 - Administrative Assistant	#	1	1	1	0	0	0	0	0		
1 Employee	%	100.00	100.00	100.00	0.00	0.00	0.00	0.00	0.00		
2 Employees Totals	#	1	2	1	0	0	0	0	0		
	%	50.00	100.00	50.00	0.00	0.00	0.00	0.00	0.00		

Job Group Analysis

6PM	Administrative Support - Program Management	EEO Code: 6

Job Code & Title			Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000587 - Tax Supervisor		#	0	0	0	0	0	0	0	0		
1 Employee		%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
1 Employee	Totals	#	0	0	0	0	0	0	0	0		
		%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		

Incumbency vs. Estimated Availability Report

(If Employment is less than Availability, the Availability % becomes the Placement Goal.)

Incumbency vs. Estimated Availability

1CI Officials/Admin - Code Inspections

Total Emp 20

	Min	Fem	Asi	Blk	His	Ind	Pac	Two
Employment %	20.00	60.00	15.00	0.00	0.00	0.00	0.00	5.00
Availability %	13.71	49.74	6.42	1.36	2.46	3.20	0.00	0.27
Emp Less Avail?								
Statistical Value				0.760E	0.608E	0.522E		
Stat Significant?								

1DR Officials/Admin - Directors

Total Emp 1

	Min	Fem	Asi	Blk	His	Ind	Pac	Two
Employment %	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Availability %	6.26	19.09	3.45	0.48	1.10	0.81	0.02	0.41
Emp Less Avail?								
Statistical Value	0.937E	0.809E	0.966E	0.995E	0.989E	0.992E	1.000E	0.996E
Stat Significant?								

1FL Officials/Admin - Financial

Total Emp 1

	Min	Fem	Asi	Blk	His	Ind	Pac	Two
Employment %	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00
Availability %	3.72	51.94	3.27	0.03	0.38	0.03	0.00	0.01
Emp Less Avail?								
Statistical Value	0.963E		0.967E	1.000E	0.996E	1.000E		1.000E
Stat Significant?								

1GA Officials/Admin - General Administrative

Total Emp 1

	Min	Fem	Asi	Blk	His	Ind	Pac	Two
Employment %	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00
Availability %	7.74	46.56	2.46	0.79	2.21	1.66	0.06	0.55
Emp Less Avail?								
Statistical Value	0.923E		0.975E	0.992E	0.978E	0.983E	0.999E	0.994E
Stat Significant?								

1PM Officials/Admin - Program Management

Total Emp 5

	Min	Fem	Asi	Blk	His	Ind	Pac	Two
Employment %	0.00	80.00	0.00	0.00	0.00	0.00	0.00	0.00
Availability %	11.65	54.60	3.94	1.62	3.27	2.01	0.15	0.69
Emp Less Avail?								
Statistical Value	0.538E		0.818E	0.922E	0.847E	0.903E	0.993E	0.966E
Stat Significant?								

In the Statistical Value section, standard deviations of 2.00 or greater are generally regarded as statistically significant. For groups with fewer than 30 employees, the Exact Binomial Test is used and scores are marked with "E". "E" scores of 0.050 or less are generally regarded as statistically significant.

Incumbency vs. Estimated Availability

2AC Professionals - Accounting

Total Emp 8

	Min	Fem	Asi	Blk	His	Ind	Pac	Two
Employment %	37.50	50.00	12.50	12.50	12.50	0.00	0.00	0.00
Availability %	10.21	52.89	1.57	7.50	0.66	0.33	0.02	0.13
Emp Less Avail?								
Statistical Value		0.572E				0.974E	0.998E	0.990E
Stat Significant?								

2HR Professionals - Human Resources

Total Emp 1

	Min	Fem	Asi	Blk	His	Ind	Pac	Two
Employment %	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00
Availability %	17.26	69.55	9.66	2.01	3.42	1.24	0.29	0.64
Emp Less Avail?								
Statistical Value	0.827E		0.903E	0.980E	0.966E	0.988E	0.997E	0.994E
Stat Significant?								

2IT Professionals - Information Technology

Total Emp 9

	Min	Fem	Asi	Blk	His	Ind	Pac	Two
Employment %	0.00	88.89	0.00	0.00	0.00	0.00	0.00	0.00
Availability %	12.62	36.49	5.36	1.76	3.61	0.99	0.11	0.78
Emp Less Avail?	YES							
Statistical Value	0.297E		0.609E	0.852E	0.718E	0.914E	0.990E	0.932E
Stat Significant?								

6AC Administrative Support - Accounting

Total Emp 2

	Min	Fem	Asi	Blk	His	Ind	Pac	Two
Employment %	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00
Availability %	12.40	75.42	2.33	3.21	3.68	3.06	0.03	0.09
Emp Less Avail?								
Statistical Value	0.767E		0.954E	0.937E	0.928E	0.940E	0.999E	0.998E
Stat Significant?								

6CI Administrative Support - Code Inspections

Total Emp 15

	Min	Fem	Asi	Blk	His	Ind	Pac	Two
Employment %	26.67	86.67	0.00	6.67	13.33	6.67	0.00	0.00
Availability %	16.67	65.87	3.33	3.24	6.89	1.69	0.43	1.09
Emp Less Avail?								
Statistical Value			0.602E				0.937E	0.848E
Stat Significant?								

In the Statistical Value section, standard deviations of 2.00 or greater are generally regarded as statistically significant. For groups with fewer than 30 employees, the Exact Binomial Test is used and scores are marked with "E". "E" scores of 0.050 or less are generally regarded as statistically significant.

Incumbency vs. Estimated Availability

6GA	Administrative Support - General Administrative								
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
2	Employment %	50.00	100.00	50.00	0.00	0.00	0.00	0.00	0.00
	Availability %	9.82	89.58	2.20	1.37	3.85	1.71	0.13	0.53
	Emp Less Avail?								
	Statistical Value				0.973E	0.924E	0.966E	0.997E	0.989E
	Stat Significant?								

6PM	Administrative Support - Program Management								
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
1	Employment %	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Availability %	12.36	76.03	4.25	0.95	4.57	1.45	0.08	1.06
	Emp Less Avail?								
	Statistical Value	0.876E	0.240E	0.958E	0.990E	0.954E	0.986E	0.999E	0.989E
	Stat Significant?								

Total Employment: 66

W - Whole Person Rule

A group is considered underutilized when employment is less than the plan availability by at least one whole person.

In the Statistical Value section, standard deviations of 2.00 or greater are generally regarded as statistically significant. For groups with fewer than 30 employees, the Exact Binomial Test is used and scores are marked with "E". "E" scores of 0.050 or less are generally regarded as statistically significant.

Shortfall Report
(Persons Required)

**(This is a supplemental report
to the
"Incumbency vs. Estimated Availability"
Report)**

Shortfall

1CI — Officials/Admin - Code Inspections

Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
20	# Employed	4	12	3	0	0	0	0	1		
	# Available	2.7	9.9	1.3	0.3	0.5	0.6	0.0	0.1		
	Persons Required	0	0	0	0	0	0	0	0		

1DR — Officials/Admin - Directors

Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1	# Employed	0	0	0	0	0	0	0	0		
	# Available	0.1	0.2	0.0	0.0	0.0	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

1FL — Officials/Admin - Financial

Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1	# Employed	0	1	0	0	0	0	0	0		
	# Available	0.0	0.5	0.0	0.0	0.0	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

1GA — Officials/Admin - General Administrative

Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1	# Employed	0	1	0	0	0	0	0	0		
	# Available	0.1	0.5	0.0	0.0	0.0	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

1PM — Officials/Admin - Program Management

Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
5	# Employed	0	4	0	0	0	0	0	0		
	# Available	0.6	2.7	0.2	0.1	0.2	0.1	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

2AC — Professionals - Accounting

Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
8	# Employed	3	4	1	1	1	0	0	0		
	# Available	0.8	4.2	0.1	0.6	0.1	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

2HR — Professionals - Human Resources

Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1	# Employed	0	1	0	0	0	0	0	0		
	# Available	0.2	0.7	0.1	0.0	0.0	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

Shortfall

2IT	Professionals - Information Technology										
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
9	# Employed	0	8	0	0	0	0	0	0		
	# Available	1.1	3.3	0.5	0.2	0.3	0.1	0.0	0.1		
	Persons Required	1	0	0	0	0	0	0	0		

6AC	Administrative Support - Accounting										
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
2	# Employed	0	2	0	0	0	0	0	0		
	# Available	0.2	1.5	0.0	0.1	0.1	0.1	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

6CI	Administrative Support - Code Inspections										
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
15	# Employed	4	13	0	1	2	1	0	0		
	# Available	2.5	9.9	0.5	0.5	1.0	0.3	0.1	0.2		
	Persons Required	0	0	0	0	0	0	0	0		

6GA	Administrative Support - General Administrative										
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
2	# Employed	1	2	1	0	0	0	0	0		
	# Available	0.2	1.8	0.0	0.0	0.1	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

6PM	Administrative Support - Program Management										
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1	# Employed	0	0	0	0	0	0	0	0		
	# Available	0.1	0.8	0.0	0.0	0.0	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

W - Whole Person Rule

A placement goal is set when employment is less than availability by at least one whole person.