

City of Portland



1190-PBEM

Portland Bureau of Emergency Management

Bureau Affirmative Action Program (AAP) Plan Reports

FY 15-16

**4th Quarter (Annual) Reports
(07/01/2015 to 06/30/2016)**



City of Portland
Bureau of

Human Resources

Knowledgeable | Helpful | Responsive

**Job Group Analysis Summary
by EEO Category Report**

Job Group Analysis Summary by EEO Code

EEO Code & Description		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1 - Officials & Administrators	#	2	7	0	0	2	0	0	0		
7 Employees	%	28.57	100.00	0.00	0.00	28.57	0.00	0.00	0.00		
2 - Professionals	#	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		
6 - Administrative Support	#	1	1	0	1	0	0	0	0		
5 Employees	%	20.00	20.00	0.00	20.00	0.00	0.00	0.00	0.00		
15 Employees	Totals	#	4	10	1	1	2	0	0		
		%	26.67	66.67	6.67	6.67	13.33	0.00	0.00		

Job Group Analysis Summary Summary Report

Job Group Analysis Summary

Job Group & Name	EEO Code		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1DR - Officials/Admin - Directors		#	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		#	1	1	0	0	1	0	0	0		
1 Employee	1	%	100.00	100.00	0.00	0.00	100.00	0.00	0.00	0.00		
1PM - Officials/Admin - Program Management		#	1	5	0	0	1	0	0	0		
5 Employees	1	%	20.00	100.00	0.00	0.00	20.00	0.00	0.00	0.00		
2AC - Professionals - Accounting		#	1	1	1	0	0	0	0	0		
1 Employee	2	%	100.00	100.00	100.00	0.00	0.00	0.00	0.00	0.00		
2CR - Professionals - Community Relations		#	0	1	0	0	0	0	0	0		
2 Employees	2	%	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00		
6OS - Administrative Support - Office Support		#	0	1	0	0	0	0	0	0		
1 Employee	6	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
6PM - Administrative Support - Program Management		#	1	0	0	1	0	0	0	0		
4 Employees	6	%	25.00	0.00	0.00	25.00	0.00	0.00	0.00	0.00		
15 Employees	Totals	#	4	10	1	1	2	0	0	0		
		%	26.67	66.67	6.67	6.67	13.33	0.00	0.00	0.00		

Job Group Analysis Report

Job Group Analysis

1DR

Officials/Admin - Directors

EEO Code: 1

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000430 - Emergency Management Director	#	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	#	0	1	0	0	0	0	0	0		
Totals	%	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		
30000440 - Business Operations Supervisor	#	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		
1 Employee	Totals	#	1	1	0	0	1	0	0		
		%	100.00	100.00	0.00	0.00	100.00	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		
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		
30000465 - Program 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	#	1	3	0	0	1	0	0	0		
3 Employees	%	33.33	100.00	0.00	0.00	33.33	0.00	0.00	0.00		
5 Employees	Totals #	1	5	0	0	1	0	0	0		
	%	20.00	100.00	0.00	0.00	20.00	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		
30000063 - Accountant II	#	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		
1 Employee	Totals	#	1	1	1	0	0	0	0		
		%	100.00	100.00	100.00	0.00	0.00	0.00	0.00	0.00	

Job Group Analysis

2CR

Professionals - Community Relations

EEO Code: 2

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000495 - Public Information Officer	#	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		
30000493 - Community Outreach & Informtn Rep, 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		
2 Employees	Totals #	0	1	0	0	0	0	0	0		
	%	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00		

Job Group Analysis

60S

Administrative Support - Office Support

EEO Code: 6

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000012 - Office Support Specialist 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		
1 Employee	#	0	1	0	0	0	0	0	0		
Totals	%	0.00	100.00	0.00	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		
30000463 - Program Specialist	#	0	0	0	0	0	0	0	0		
3 Employees	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000462 - Program Specialist, Assistant	#	1	0	0	1	0	0	0	0		
1 Employee	%	100.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00		
4 Employees	Totals #	1	0	0	1	0	0	0	0		
	%	25.00	0.00	0.00	25.00	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

1DR		Officials/Admin - Directors							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
1	Employment %	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00
	Availability %	17.28	28.55	6.32	3.38	4.71	0.34	0.59	1.96
	Emp Less Avail?								
	Statistical Value	0.827E		0.937E	0.966E	0.953E	0.997E	0.994E	0.980E
	Stat Significant?								
	Shortfall								

1GA		Officials/Admin - General Administrative							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
1	Employment %	100.00	100.00	0.00	0.00	100.00	0.00	0.00	0.00
	Availability %	14.53	57.10	10.75	1.00	1.50	0.32	0.05	0.89
	Emp Less Avail?								
	Statistical Value			0.892E	0.990E		0.997E	1.000E	0.991E
	Stat Significant?								
	Shortfall								

1PM		Officials/Admin - Program Management							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
5	Employment %	20.00	100.00	0.00	0.00	20.00	0.00	0.00	0.00
	Availability %	18.87	48.59	5.87	4.96	3.64	0.56	0.15	3.71
	Emp Less Avail?								
	Statistical Value			0.739E	0.775E		0.972E	0.993E	0.828E
	Stat Significant?								
	Shortfall								

2AC		Professionals - Accounting							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
1	Employment %	100.00	100.00	100.00	0.00	0.00	0.00	0.00	0.00
	Availability %	13.31	61.26	5.33	4.78	1.61	0.16	0.08	1.33
	Emp Less Avail?								
	Statistical Value				0.952E	0.984E	0.998E	0.999E	0.987E
	Stat Significant?								
	Shortfall								

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

2CR		Professionals - Community Relations							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
2	Employment %	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00
	Availability %	15.51	52.96	5.90	1.65	6.36	0.70	0.00	0.91
	Emp Less Avail?								
	Statistical Value	0.714E	0.720E	0.885E	0.967E	0.877E	0.986E		0.982E
	Stat Significant?								
	Shortfall								

6OS		Administrative Support - Office Support							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
1	Employment %	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00
	Availability %	17.11	77.41	6.50	2.16	4.71	0.88	0.39	2.49
	Emp Less Avail?								
	Statistical Value	0.829E		0.935E	0.978E	0.953E	0.991E	0.996E	0.975E
	Stat Significant?								
	Shortfall								

6PM		Administrative Support - Program Management							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
4	Employment %	25.00	0.00	0.00	25.00	0.00	0.00	0.00	0.00
	Availability %	16.72	75.37	5.80	2.28	7.07	0.77	0.38	0.43
	Emp Less Avail?		YES						
	Statistical Value		0.007E	0.787E		0.746E	0.970E	0.985E	0.983E
	Stat Significant?		YES						
	Shortfall		3						

Total Employment: 15

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

1DR		Officials/Admin - Directors									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1	# Employed	0	1	0	0	0	0	0	0		
	# Available	0.2	0.3	0.1	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	1	1	0	0	1	0	0	0		
	# Available	0.1	0.6	0.1	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	1	5	0	0	1	0	0	0		
	# Available	0.9	2.4	0.3	0.2	0.2	0.0	0.0	0.2		
	Persons Required	0	0	0	0	0	0	0	0		

2AC		Professionals - Accounting									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1	# Employed	1	1	1	0	0	0	0	0		
	# Available	0.1	0.6	0.1	0.0	0.0	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

2CR		Professionals - Community Relations									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
2	# Employed	0	1	0	0	0	0	0	0		
	# Available	0.3	1.1	0.1	0.0	0.1	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

6OS		Administrative Support - Office Support									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1	# Employed	0	1	0	0	0	0	0	0		
	# Available	0.2	0.8	0.1	0.0	0.0	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		
4	# Employed	1	0	0	1	0	0	0	0		
	# Available	0.7	3.0	0.2	0.1	0.3	0.0	0.0	0.0		
	Persons Required	0	3	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.