

# City of Portland



**1310-OEHR**  
**Office of Equity & Human Rights**

## **Bureau**

# **Affirmative Action Program (AAP) Plan Reports**

**2019 AAP Annual Plan Reports**  
**1/1/2018 to 12/31/2018**



**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	#	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		
2 - Professionals	#	1	4	0	0	0	0	0	1		
5 Employees	%	20.00	80.00	0.00	0.00	0.00	0.00	0.00	20.00		
6 - Administrative Support	#	4	3	1	1	1	0	0	1		
5 Employees	%	80.00	60.00	20.00	20.00	20.00	0.00	0.00	20.00		
<b>11 Employees</b>	<b>Totals</b>	#	6	7	1	2	1	0	2		
		%	54.55	63.64	9.09	18.18	9.09	0.00	18.18		

**Job Group  
Analysis  
Summary Report**

## Job Group Analysis Summary

Job Group & Name	EEO Code		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1DR - Officials/Admin - Directors		#	1	0	0	1	0	0	0	0		
1 Employee	1	%	100.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00		
2PM - Professionals - Program Management		#	1	4	0	0	0	0	0	1		
5 Employees	2	%	20.00	80.00	0.00	0.00	0.00	0.00	0.00	20.00		
6GA - Administrative Support - General Administrative		#	2	2	1	0	0	0	0	1		
2 Employees	6	%	100.00	100.00	50.00	0.00	0.00	0.00	0.00	50.00		
6PM - Administrative Support - Program Management		#	2	1	0	1	1	0	0	0		
3 Employees	6	%	66.67	33.33	0.00	33.33	33.33	0.00	0.00	0.00		
11 Employees	Totals	#	6	7	1	2	1	0	0	2		
		%	54.55	63.64	9.09	18.18	9.09	0.00	0.00	18.18		

# **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		
30003037 - Director I	#	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		
1 Employee	#	1	0	0	1	0	0	0	0		
	%	100.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00		
	Totals										

# Job Group Analysis

2PM

Professionals - Program Management

EEO Code: 2

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30003029 - Coordinator III	#	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		
30003028 - Coordinator II	#	1	3	0	0	0	0	0	1		
4 Employees	%	25.00	75.00	0.00	0.00	0.00	0.00	0.00	25.00		
5 Employees											
	Totals										
	#	1	4	0	0	0	0	0	1		
	%	20.00	80.00	0.00	0.00	0.00	0.00	0.00	20.00		



# Job Group Analysis

6GA

Administrative Support - General Administrative

EEO Code: 6

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30003004 - Administrative Specialist III	#	1	1	0	0	0	0	0	1		
1 Employee	%	100.00	100.00	0.00	0.00	0.00	0.00	0.00	100.00		
30003002 - Administrative Specialist I	#	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 #	2	2	1	0	0	0	0	1		
	%	100.00	100.00	50.00	0.00	0.00	0.00	0.00	50.00		

# Job Group Analysis

6PM

Administrative Support - Program Management

EEO Code: 6

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30003027 - Coordinator I - NE	#	2	1	0	1	1	0	0	0		
3 Employees	%	66.67	33.33	0.00	33.33	33.33	0.00	0.00	0.00		
3 Employees	#	2	1	0	1	1	0	0	0		
Totals	%	66.67	33.33	0.00	33.33	33.33	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 %	100.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00
	Availability %	18.43	29.76	4.17	6.06	6.34	0.49	0.09	1.30
	Emp Less Avail?								
	Statistical Value		1.000E	1.000E		1.000E	1.000E	1.000E	1.000E
	Stat Significant?								
	Shortfall								

2PM		Professionals - Program Management							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
5	Employment %	20.00	80.00	0.00	0.00	0.00	0.00	0.00	20.00
	Availability %	12.73	61.46	4.44	1.11	5.17	0.73	0.16	1.10
	Emp Less Avail?								
	Statistical Value			1.000E	1.000E	1.000E	1.000E	1.000E	
	Stat Significant?								
	Shortfall								

6GA		Administrative Support - General Administrative							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
2	Employment %	100.00	100.00	50.00	0.00	0.00	0.00	0.00	50.00
	Availability %	14.82	64.27	4.21	1.30	5.64	0.66	0.28	2.71
	Emp Less Avail?								
	Statistical Value				1.000E	1.000E	1.000E	1.000E	
	Stat Significant?								
	Shortfall								

6PM		Administrative Support - Program Management							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
3	Employment %	66.67	33.33	0.00	33.33	33.33	0.00	0.00	0.00
	Availability %	14.74	68.60	4.72	2.06	6.07	0.74	0.38	0.78
	Emp Less Avail?		YES						
	Statistical Value		0.234E	1.000E			1.000E	1.000E	1.000E
	Stat Significant?								
	Shortfall		1						

Total Employment: 11

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	1	0	0	1	0	0	0	0		
	# Available	0.2	0.3	0.0	0.1	0.1	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

2PM		Professionals - Program Management									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
5	# Employed	1	4	0	0	0	0	0	1		
	# Available	0.6	3.1	0.2	0.1	0.3	0.0	0.0	0.1		
	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	2	2	1	0	0	0	0	1		
	# Available	0.3	1.3	0.1	0.0	0.1	0.0	0.0	0.1		
	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		
3	# Employed	2	1	0	1	1	0	0	0		
	# Available	0.4	2.1	0.1	0.1	0.2	0.0	0.0	0.0		
	Persons Required	0	1	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.