

City of Portland



1100
Office of the City Auditor

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	#	2	6	0	2	0	0	0	0		
9 Employees	%	22.22	66.67	0.00	22.22	0.00	0.00	0.00	0.00		
2 - Professionals	#	5	16	3	1	1	0	0	0		
28 Employees	%	17.86	57.14	10.71	3.57	3.57	0.00	0.00	0.00		
6 - Administrative Support	#	6	14	1	2	1	0	0	2		
16 Employees	%	37.50	87.50	6.25	12.50	6.25	0.00	0.00	12.50		
53 Employees	Totals	#	13	36	4	5	2	0	0	2	
		%	24.53	67.92	7.55	9.43	3.77	0.00	0.00	3.77	

**Job Group
Analysis
Summary Report**

Job Group Analysis Summary

Job Group & Name	EEO Code		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1GA - Officials/Admin - General Administrative		#	2	4	0	2	0	0	0	0		
7 Employees	1	%	28.57	57.14	0.00	28.57	0.00	0.00	0.00	0.00		
1PM - Officials/Admin - Program Management		#	0	2	0	0	0	0	0	0		
2 Employees	1	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
2CR - Professionals - Community Relations		#	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		
2GA - Professionals - General Administrative		#	4	10	3	1	0	0	0	0		
18 Employees	2	%	22.22	55.56	16.67	5.56	0.00	0.00	0.00	0.00		
2IT - Professionals - Information Technology		#	0	0	0	0	0	0	0	0		
1 Employee	2	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
2LL - Professionals - Legal		#	0	2	0	0	0	0	0	0		
2 Employees	2	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
2PM - Professionals - Program Management		#	1	3	0	0	1	0	0	0		
6 Employees	2	%	16.67	50.00	0.00	0.00	16.67	0.00	0.00	0.00		
6GA - Administrative Support - General Administrative		#	4	10	0	1	1	0	0	2		
11 Employees	6	%	36.36	90.91	0.00	9.09	9.09	0.00	0.00	18.18		
6OS - Administrative Support - Office Support		#	2	4	1	1	0	0	0	0		
5 Employees	6	%	40.00	80.00	20.00	20.00	0.00	0.00	0.00	0.00		
53 Employees	Totals	#	13	36	4	5	2	0	0	2		
		%	24.53	67.92	7.55	9.43	3.77	0.00	0.00	3.77		

Job Group Analysis Report

Job Group Analysis

1GA

Officials/Admin - General Administrative

EEO Code: 1

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30003229 - Auditor - City Auditor Chief Deputy	#	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		
30003231 - Auditor - IPR Director	#	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		
30003227 - Auditor - Manager 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		
30003211 - Auditor - Analyst II	#	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		
30003205 - Auditor - Analyst 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		
7 Employees	#	2	4	0	2	0	0	0	0		
	%	28.57	57.14	0.00	28.57	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		
30003228 - Auditor - Audit Services 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		
30003225 - Auditor - City Archivist	#	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	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

2CR

Professionals - Community Relations

EEO Code: 2

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30003226 - Auditor - City Ombudsman	#	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	#	1	0	0	0	0	0	0		
		%	100.00	0.00	0.00	0.00	0.00	0.00	0.00		

Job Group Analysis

2GA

Professionals - General Administrative

EEO Code: 2

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30003222 - Auditor - Investigator 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		
30003223 - Auditor - Performance Auditor 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		
30003215 - Auditor - Investigator I	#	2	3	1	1	0	0	0	0		
8 Employees	%	25.00	37.50	12.50	12.50	0.00	0.00	0.00	0.00		
30003216 - Auditor - Performance Auditor II	#	2	6	2	0	0	0	0	0		
8 Employees	%	25.00	75.00	25.00	0.00	0.00	0.00	0.00	0.00		
18 Employees	Totals #	4	10	3	1	0	0	0	0		
	%	22.22	55.56	16.67	5.56	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		
30003213 - Auditor - Business Systems Analyst 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		
1 Employee	Totals	#	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

2LL

Professionals - Legal

EEO Code: 2

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30003232 - Auditor - General Counsel	#	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		
30003230 - Auditor - Hearings Officer, Chief	#	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	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

2PM

Professionals - Program Management

EEO Code: 2

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30003212 - Auditor - Archives&RecordsCoordinatorIII	#	0	0	0	0	0	0	0	0		
2 Employees	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
30003214 - Auditor - Coordinator III	#	1	1	0	0	1	0	0	0		
2 Employees	%	50.00	50.00	0.00	0.00	50.00	0.00	0.00	0.00		
30003206 - Auditor - Archives&RecordsCoordinator 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		
30003209 - Auditor - Coordinator 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		
6 Employees	Totals #	1	3	0	0	1	0	0	0		
	%	16.67	50.00	0.00	0.00	16.67	0.00	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		
30003224 - Auditor - Supervisor II	#	1	2	0	1	0	0	0	0		
2 Employees	%	50.00	100.00	0.00	50.00	0.00	0.00	0.00	0.00		
30003217 - Auditor - Supervisor I	#	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		
30003204 - Auditor - Administrative Specialist 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		
30003208 - Auditor - Clerk to City Council	#	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		
30003201 - Auditor - Administrative Specialist II	#	0	3	0	0	0	0	0	0		
4 Employees	%	0.00	75.00	0.00	0.00	0.00	0.00	0.00	0.00		
30003202 - Auditor - Archives&RecordsCoordinator I	#	1	2	0	0	0	0	0	1		
2 Employees	%	50.00	100.00	0.00	0.00	0.00	0.00	0.00	50.00		
11 Employees	Totals #	4	10	0	1	1	0	0	2		
	%	36.36	90.91	0.00	9.09	9.09	0.00	0.00	18.18		

Job Group Analysis

6OS

Administrative Support - Office Support

EEO Code: 6

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000028 - Hearings Clerk	#	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		
30000013 - Office Support Specialist III	#	1	1	1	0	0	0	0	0		
2 Employees	%	50.00	50.00	50.00	0.00	0.00	0.00	0.00	0.00		
30000012 - Office Support Specialist II	#	1	1	0	1	0	0	0	0		
1 Employee	%	100.00	100.00	0.00	100.00	0.00	0.00	0.00	0.00		
5 Employees	Totals #	2	4	1	1	0	0	0	0		
	%	40.00	80.00	20.00	20.00	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

1GA		Officials/Admin - General Administrative							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
7	Employment %	28.57	57.14	0.00	28.57	0.00	0.00	0.00	0.00
	Availability %	10.27	41.32	4.48	1.17	2.72	0.37	0.09	1.50
	Emp Less Avail?								
	Statistical Value			1.000E		1.000E	1.000E	1.000E	1.000E
	Stat Significant?								
	Shortfall								

1PM		Officials/Admin - Program Management							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
2	Employment %	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00
	Availability %	16.30	41.78	5.27	3.80	3.41	0.46	0.14	3.21
	Emp Less Avail?								
	Statistical Value	1.000E		1.000E	1.000E	1.000E	1.000E	1.000E	1.000E
	Stat Significant?								
	Shortfall								

2CR		Professionals - Community Relations							
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 %	12.65	48.09	4.50	0.09	3.31	2.07	0.00	2.66
	Emp Less Avail?								
	Statistical Value	1.000E		1.000E	1.000E	1.000E	1.000E		1.000E
	Stat Significant?								
	Shortfall								

2GA		Professionals - General Administrative							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
18	Employment %	22.22	55.56	16.67	5.56	0.00	0.00	0.00	0.00
	Availability %	18.97	44.99	8.20	1.28	6.91	0.96	0.18	1.45
	Emp Less Avail?					YES			
	Statistical Value					0.632E	1.000E	1.000E	1.000E
	Stat Significant?								
	Shortfall					1			

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

2IT		Professionals - Information Technology							
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 %	13.19	41.95	7.77	1.18	2.41	0.16	0.00	1.66
	Emp Less Avail?								
	Statistical Value	1.000E	1.000E	1.000E	1.000E	1.000E	1.000E		1.000E
	Stat Significant?								
	Shortfall								
2LL		Professionals - Legal							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
2	Employment %	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00
	Availability %	9.82	34.80	2.16	1.14	3.78	0.42	0.00	2.33
	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
6	Employment %	16.67	50.00	0.00	0.00	16.67	0.00	0.00	0.00
	Availability %	12.73	61.46	4.44	1.11	5.17	0.73	0.16	1.10
	Emp Less Avail?								
	Statistical Value		0.682E	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
11	Employment %	36.36	90.91	0.00	9.09	9.09	0.00	0.00	18.18
	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	
	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

60S		Administrative Support - Office Support							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
5	Employment %	40.00	80.00	20.00	20.00	0.00	0.00	0.00	0.00
	Availability %	17.06	77.73	6.58	2.14	4.71	0.87	0.39	2.40
	Emp Less Avail?								
	Statistical Value					1.000E	1.000E	1.000E	1.000E
	Stat Significant?								
	Shortfall								

Total Employment: 53

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

1GA		Officials/Admin - General Administrative									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
7	# Employed	2	4	0	2	0	0	0	0		
	# Available	0.7	2.9	0.3	0.1	0.2	0.0	0.0	0.1		
	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		
2	# Employed	0	2	0	0	0	0	0	0		
	# Available	0.3	0.8	0.1	0.1	0.1	0.0	0.0	0.1		
	Persons Required	0	0	0	0	0	0	0	0		

2CR		Professionals - Community Relations									
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		

2GA		Professionals - General Administrative									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
18	# Employed	4	10	3	1	0	0	0	0		
	# Available	3.4	8.1	1.5	0.2	1.2	0.2	0.0	0.3		
	Persons Required	0	0	0	0	1	0	0	0		

2IT		Professionals - Information Technology									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1	# Employed	0	0	0	0	0	0	0	0		
	# Available	0.1	0.4	0.1	0.0	0.0	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

2LL		Professionals - Legal									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
2	# Employed	0	2	0	0	0	0	0	0		
	# Available	0.2	0.7	0.0	0.0	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		
6	# Employed	1	3	0	0	1	0	0	0		
	# Available	0.8	3.7	0.3	0.1	0.3	0.0	0.0	0.1		
	Persons Required	0	0	0	0	0	0	0	0		

Shortfall

6GA		Administrative Support - General Administrative									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
11	# Employed	4	10	0	1	1	0	0	2		
	# Available	1.6	7.1	0.5	0.1	0.6	0.1	0.0	0.3		
	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		
5	# Employed	2	4	1	1	0	0	0	0		
	# Available	0.9	3.9	0.3	0.1	0.2	0.0	0.0	0.1		
	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.