

Equal Employment Opportunity Program /Affirmative Action Plan 2019-2023 Approval and Progress Update

Presented by: Susan Spencer, Manager, EEO Compliance



GOLDEN GATE BRIDGE®
HIGHWAY & TRANSPORTATION DISTRICT

BRIDGE

BUS

FERRY

DISTRICT

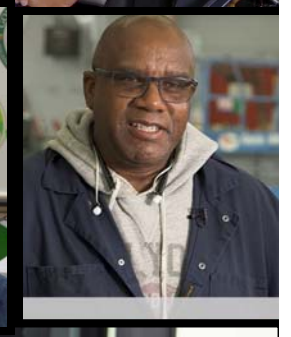
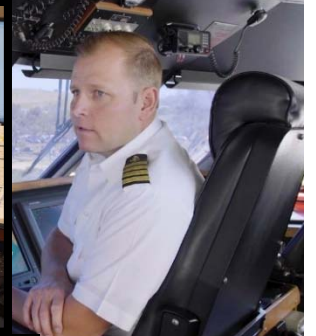


COME WORK WITH US

The District offers career opportunities for positive and motivated team players who desire to be part of and contribute to our mission. The mission of the District is to provide safe and reliable operation, maintenance and enhancement of the Golden Gate Bridge and to provide transportation services, as resources allow, for customers within the U.S. Highway 101 Golden Gate Corridor.

[VIEW OPEN POSITIONS](#)

Golden Gate Bridge, Highway and Transportation District recognizes that our employees and customers come from many diverse backgrounds. We respect and celebrate these backgrounds. We are committed to achieving a workforce that reflects the rich diversity of our region and ensuring that we treat our employees and customers fairly and with honor and sensitivity.



Equal Employment Opportunity Program /Affirmative Action Plan 2019-2023

Seven Elements

EEO Policy Statement

States our commitment to the community and employees to ensure equal employment opportunities regardless of *race, color, religion, religious creed (including religious dress and grooming practices), national origin, ancestry, citizenship, physical and mental disability, medical condition, genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding and/or related medical conditions) gender, gender identity, gender expression, age (40 years and over), sexual orientation, veteran and/or military status, protected medical leaves, domestic violence victim status, political affiliation* and any other status protected by state or federal law.

EEO/AAP Program

Plan for Dissemination

Internally – to employees

- ✓ Bulletin Boards
- ✓ New Hires
- ✓ EEO Policies in HR Guide
- ✓ Training
- ✓ Management Guidance
- ✓ GM annual Memos
- ✓ Unions
- ✓ Contracts

Externally – to the public

- ✓ Job Announcements
- ✓ EEO Employer
- ✓ Job Fairs
- ✓ Advertisements
- ✓ Website



EEO/AAP Program

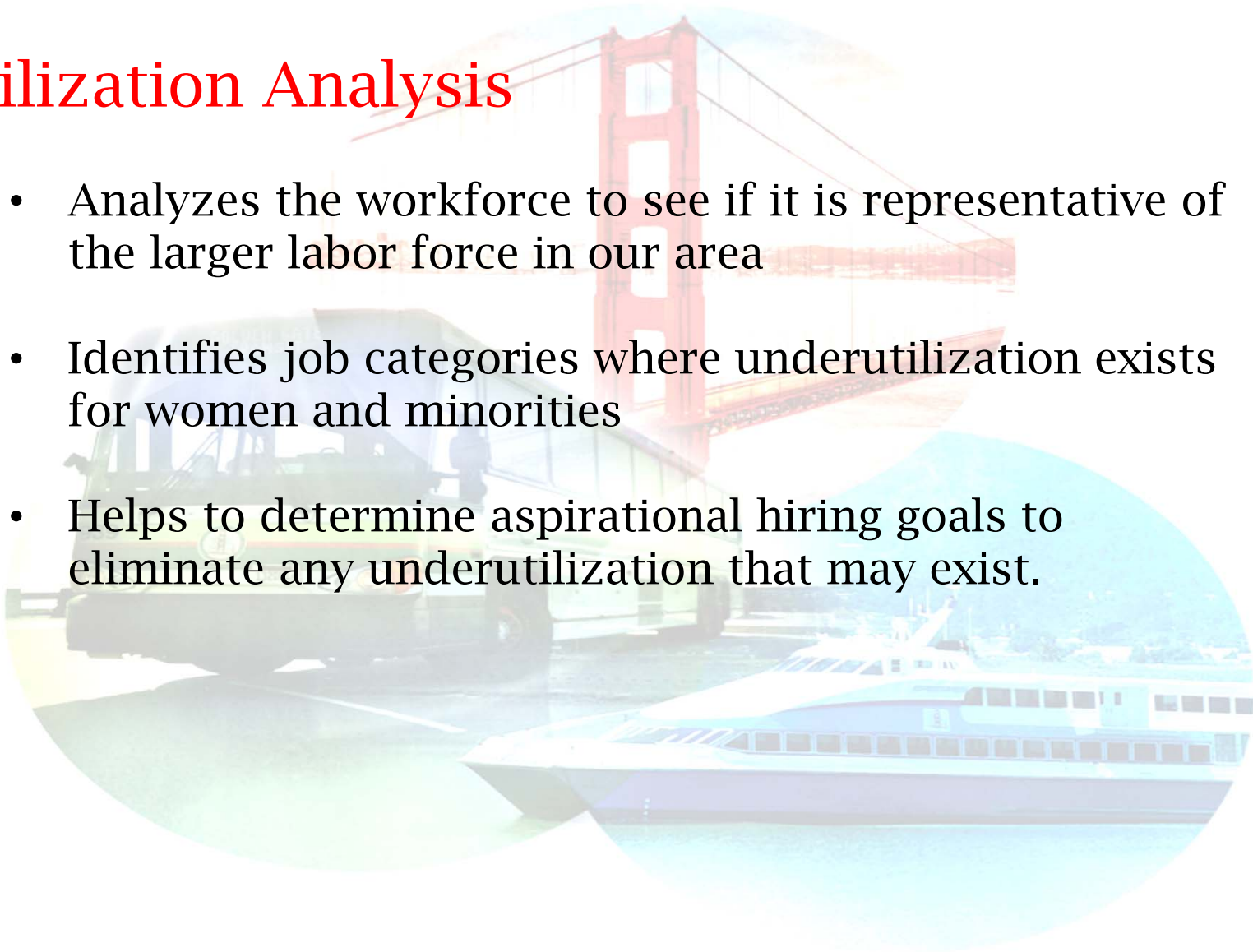
Designation of Personnel Responsible for EEO Program

- Board of Directors
- General Manager
- EEO Officer for Management and Oversight
 - Independent and impartial
 - Expertise in how discrimination occurs
 - Knowledge of laws, policies, rules, guidelines
 - Authority and ability to work with department heads to achieve EEO goals and objectives
- Human Resources Managers
- All Directors, Managers, Supervisors
- All Employees

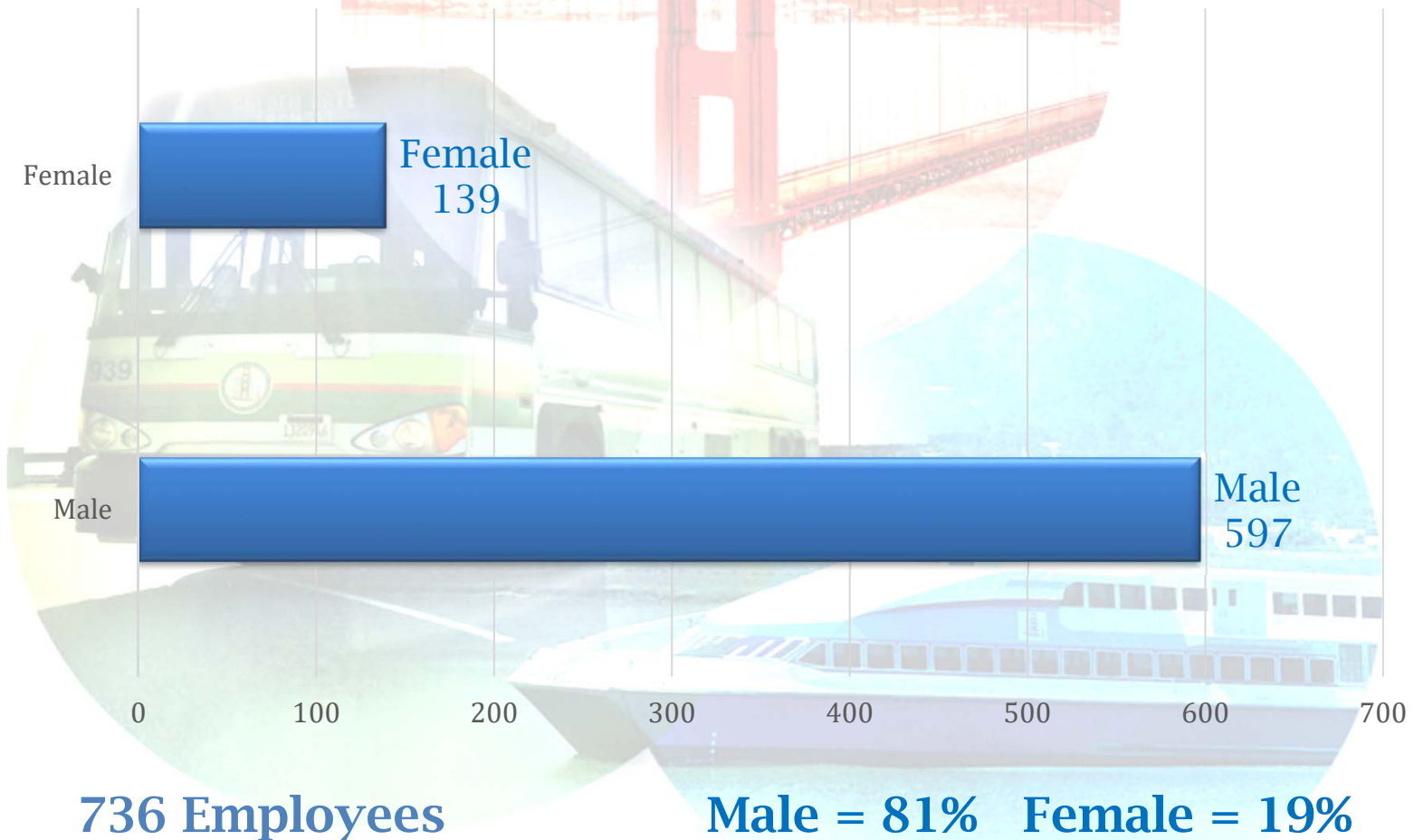
EEO/AAP Program

Utilization Analysis

- Analyzes the workforce to see if it is representative of the larger labor force in our area
- Identifies job categories where underutilization exists for women and minorities
- Helps to determine aspirational hiring goals to eliminate any underutilization that may exist.



Current Workforce Utilization By Gender

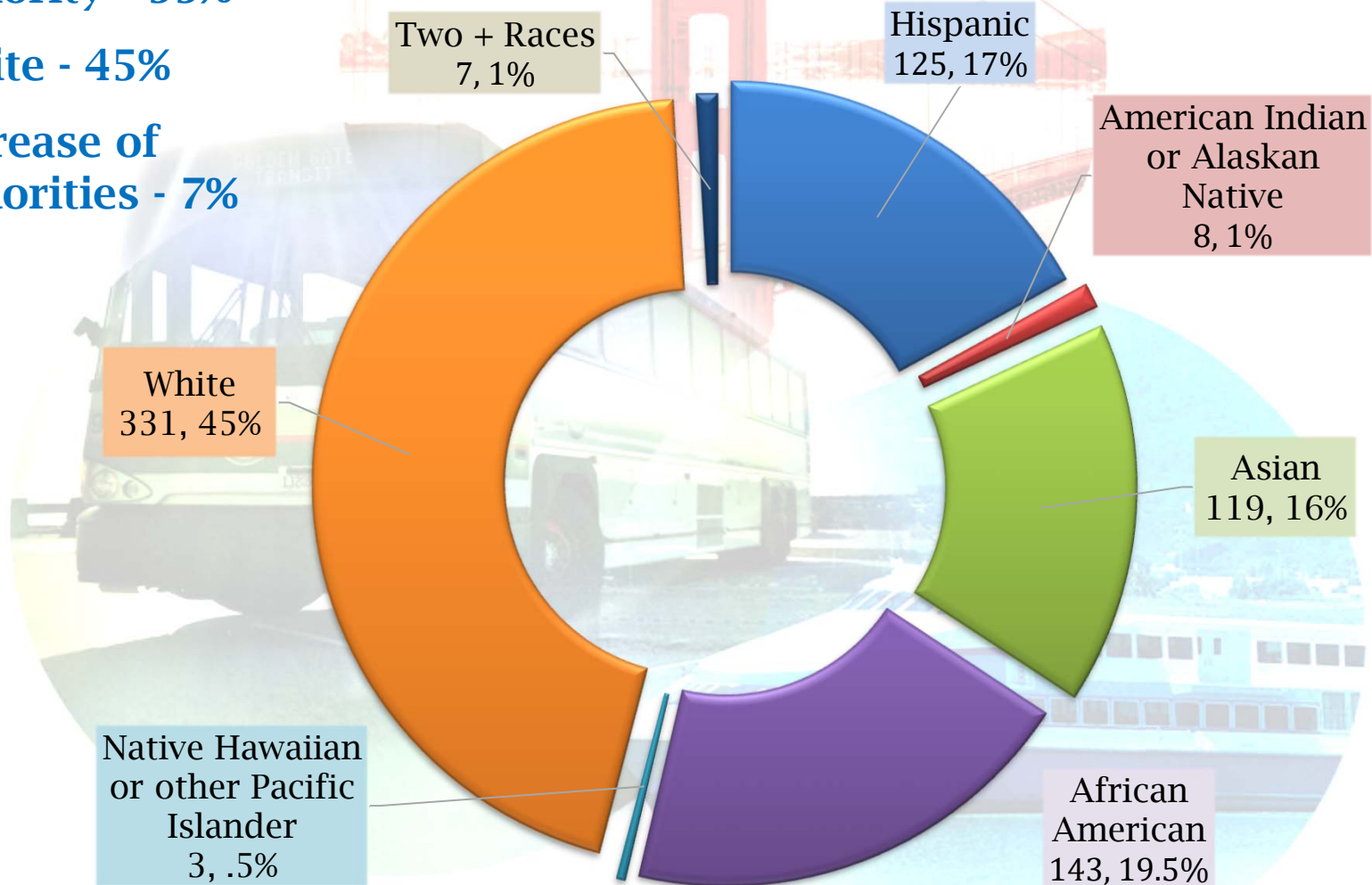


Current Workforce Utilization By Race

Minority - 55%

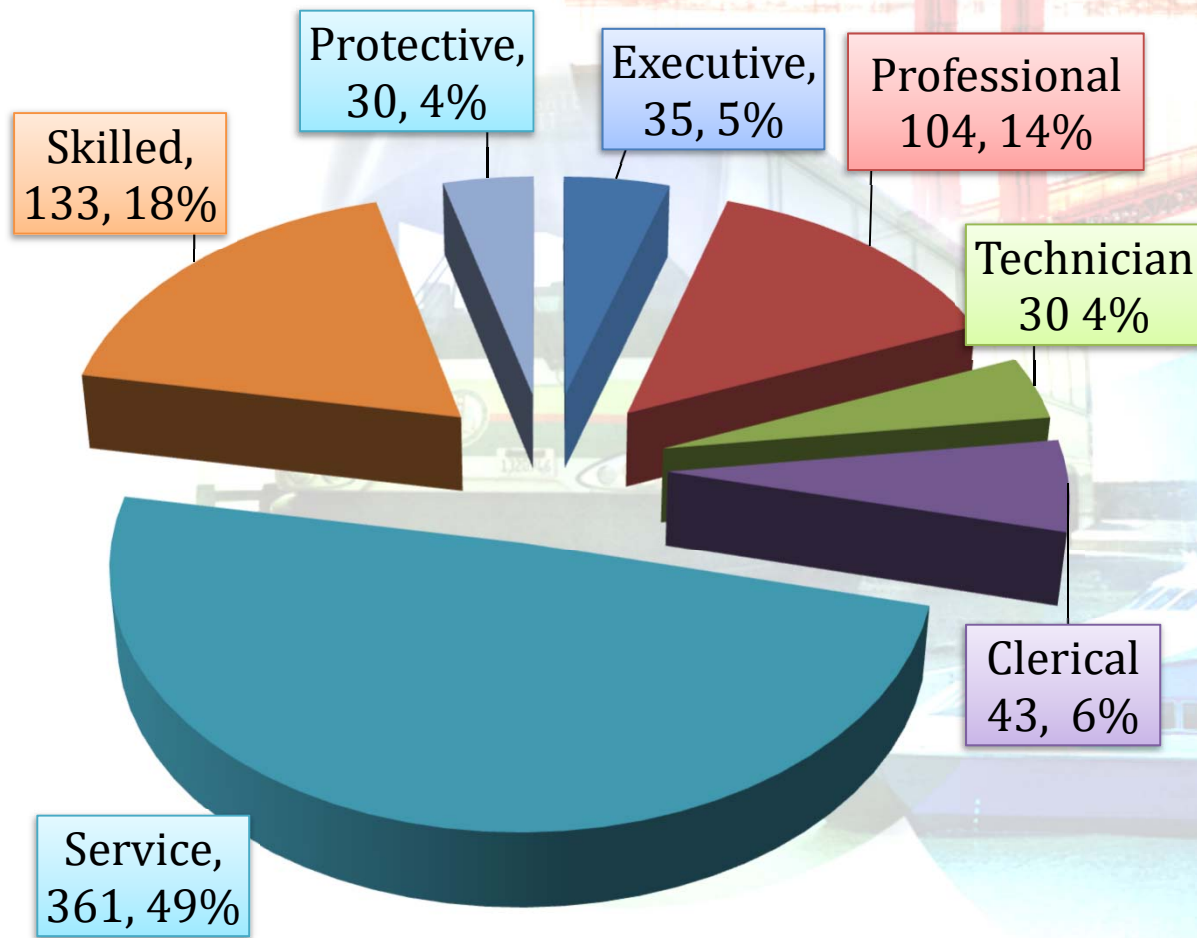
White - 45%

Increase of
Minorities - 7%



Current Workforce Utilization by Job Group - June 30, 2019

Regular FT Employees (**736**)



Executive: GM, Officers, DGMs, Directors, Superintendents, Managers

Professional: Program Administrators, Planners, Accountants, Analysts, some Managers, Supervisors, Vessel Masters and Engineers

Technician: IS Professionals, Dispatchers, Technicians

Protective Services: Lieutenants, Sergeants, Patrol Officers

Clerical: Office Staff, some Analysts, Coordinators

Skilled Crafts: Mechanics, Painters, Ironworkers, Electricians, Heavy Equipment Ops, Carpenter/Plumber

Service: Bus Operators, Bridge Service Operators, Deckhands, Laborers, Bus Servicers, Terminal Assistants

EEO/AAP Program

2019-23 EEO Goals & Progress Report

2012 EEO Plan

Executives:

1 Minority

Professionals:

No Goal

Technicians:

No Goal

Clerical: *No Goal*

Protective Services:

Goal Met

Skilled: **1 Female**

Service: **28 Females**

2015 EEO Plan

Executives:

Goal Met

Professionals:

No Goal

Technicians:

No Goal

Clerical: *No Goal*

Protective Services:

1 Female

Skilled: **1 Female**

Service: **31 Females**

2019-2023 EEO Plan Goals

Executives:

1 Minority

Professionals:

No Goal

Technicians:

No Goal

Clerical: *No Goal*

Protective Services:

5 Females

Skilled: **2 Females**

Service: **49 Females**

EEO/AAP Program

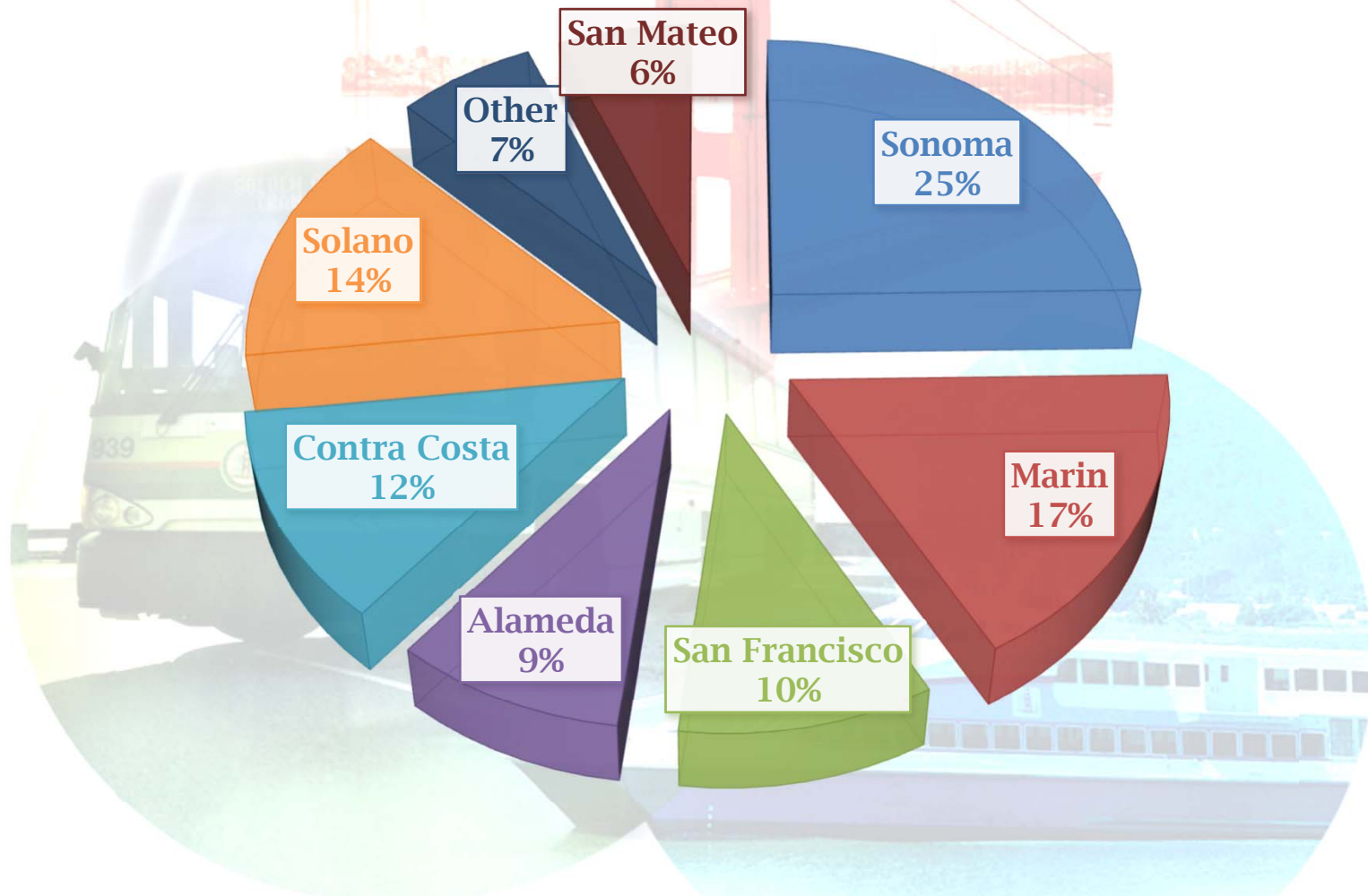
Assessment of Employment Practices

- ✓ Recruitment and Selection Methods
- ✓ Compensation and Benefits
- ✓ Seniority practices
- ✓ Training
- ✓ Testing
- ✓ Disciplinary procedures
- ✓ Termination practices

Progress Report: 7.1.2015 to 12.31.2019

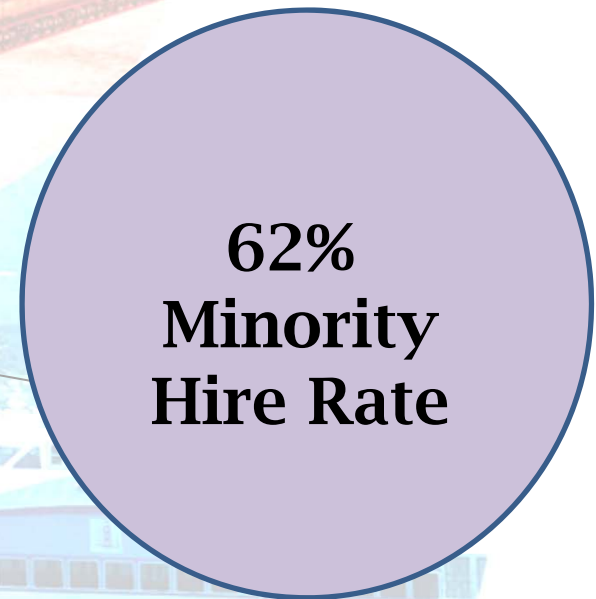
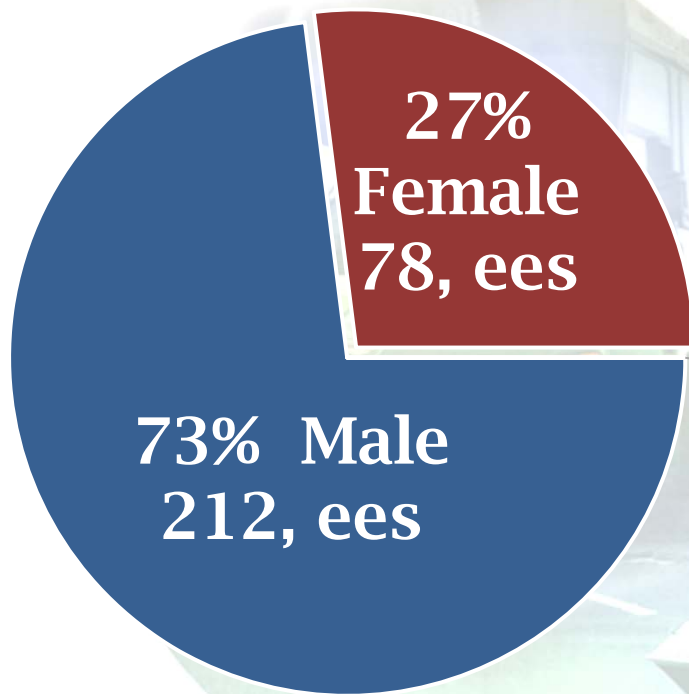
- ✓ Personnel Actions
 - New Hires
 - Promotions
 - Separations

Where our Employees Reside



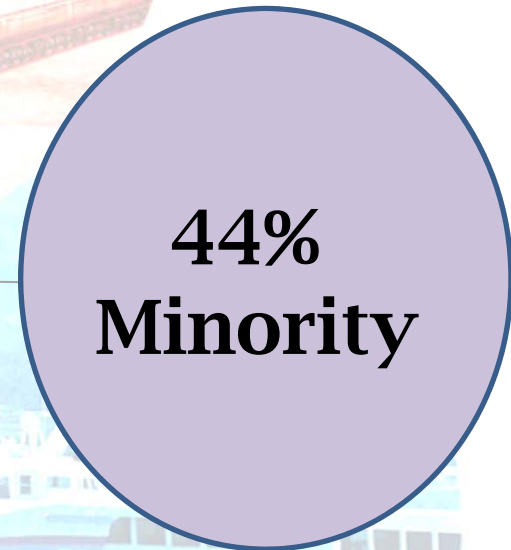
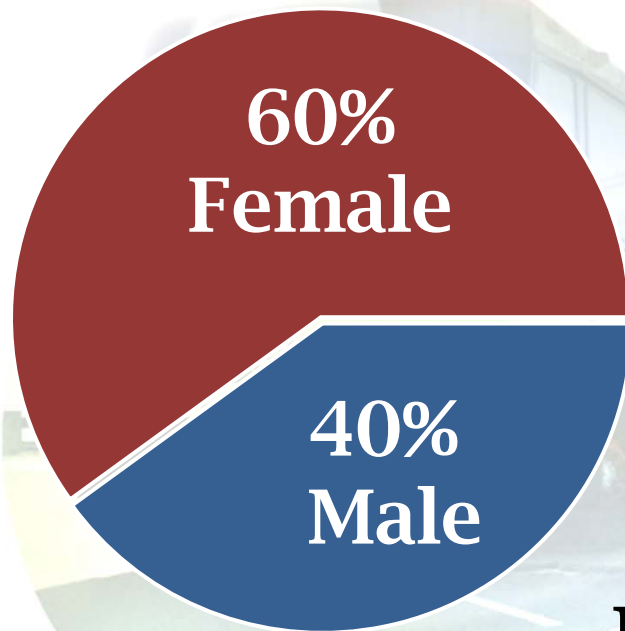
Largest Change - Sonoma County down 2% since 2015

Total Personnel Actions – 290 New Hires 7.1.2015 to 12.31.2019



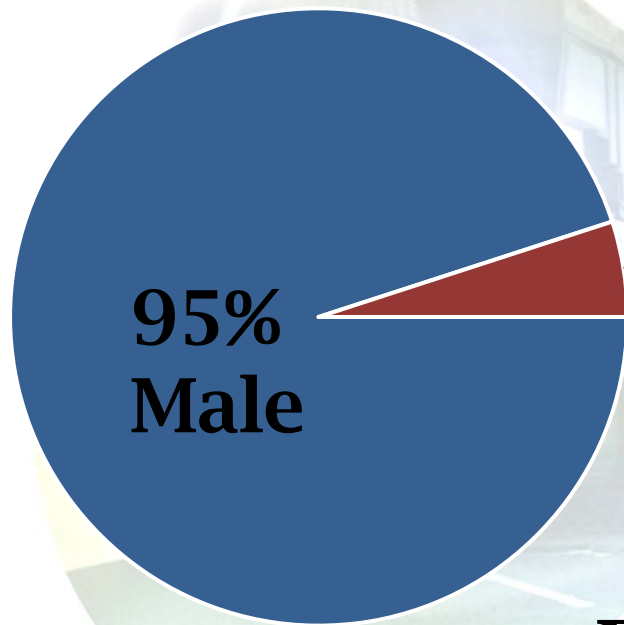
Job Group	Gender/ Race	Ees#	Ees %	Availability	Goal?	Placement Goal #
01 - OFFICIAL/ADMIN Total Employees: 35	Females	13	37.1%	36%	NO	0
	Minorities	11	31.4%	35.2%	YES	1
02 – PROFESSIONAL Total Employees: 104	Females	38	36.5%	35.5%	NO	0
	Minorities	42	40.4%	36.9%	NO	0
03 – TECHNICIAN Total Employees: 30	Females	12	40%	39%	NO	0
	Minorities	18	60%	48.1%	NO	0
04 - PROT SERVICES Total Employees: 30	Females	1	3.3%	21.6%	YES	5
	Minorities	16	53.3%	54.6%	NO	0
06 - ADMIN SUPPORT Total Employees: 44	Females	28	65.1%	64.6%	NO	0
	Minorities	19	44.2%	39.1%	NO	0
07 - SKILLED CRAFT Total Employees: 133	Females	2	1.5%	3.3%	YES	2
	Minorities	60	45.1%	45.7%	NO	0
08 - SVC/MAINT Total Employees: 361	Females	45	12.5%	26.1%	YES	49
	Minorities	239	66.2%	63.1%	NO	0

District Division Hire Rates

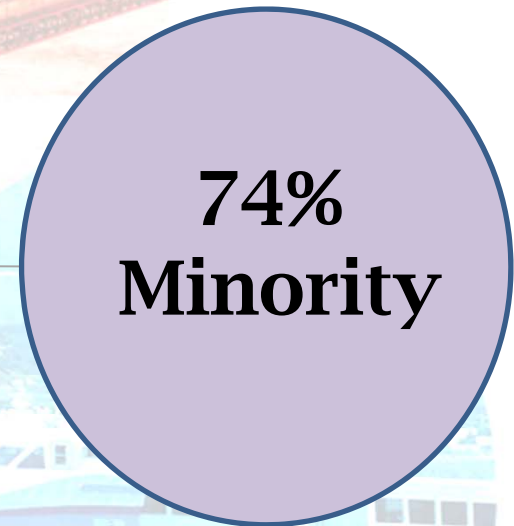


**55 New
Employees**

Bridge Division Hire Rates

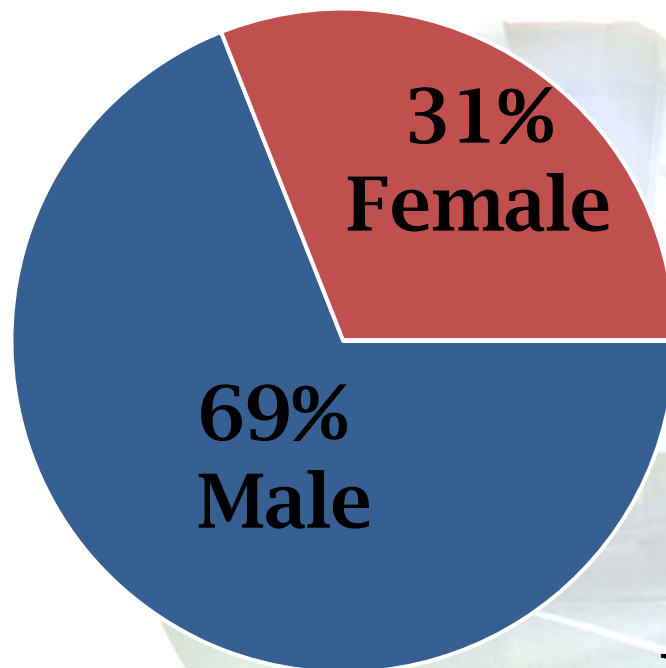


5%
Female



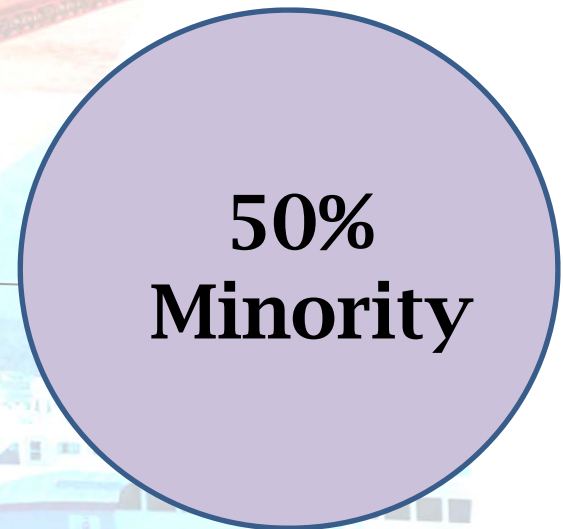
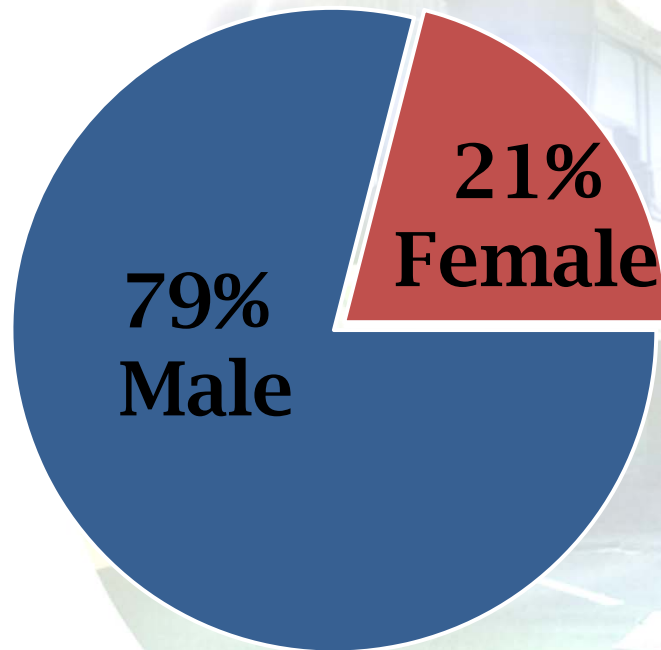
61 New
Employees

Bus Division Hire Rates



**160 New
Employees**

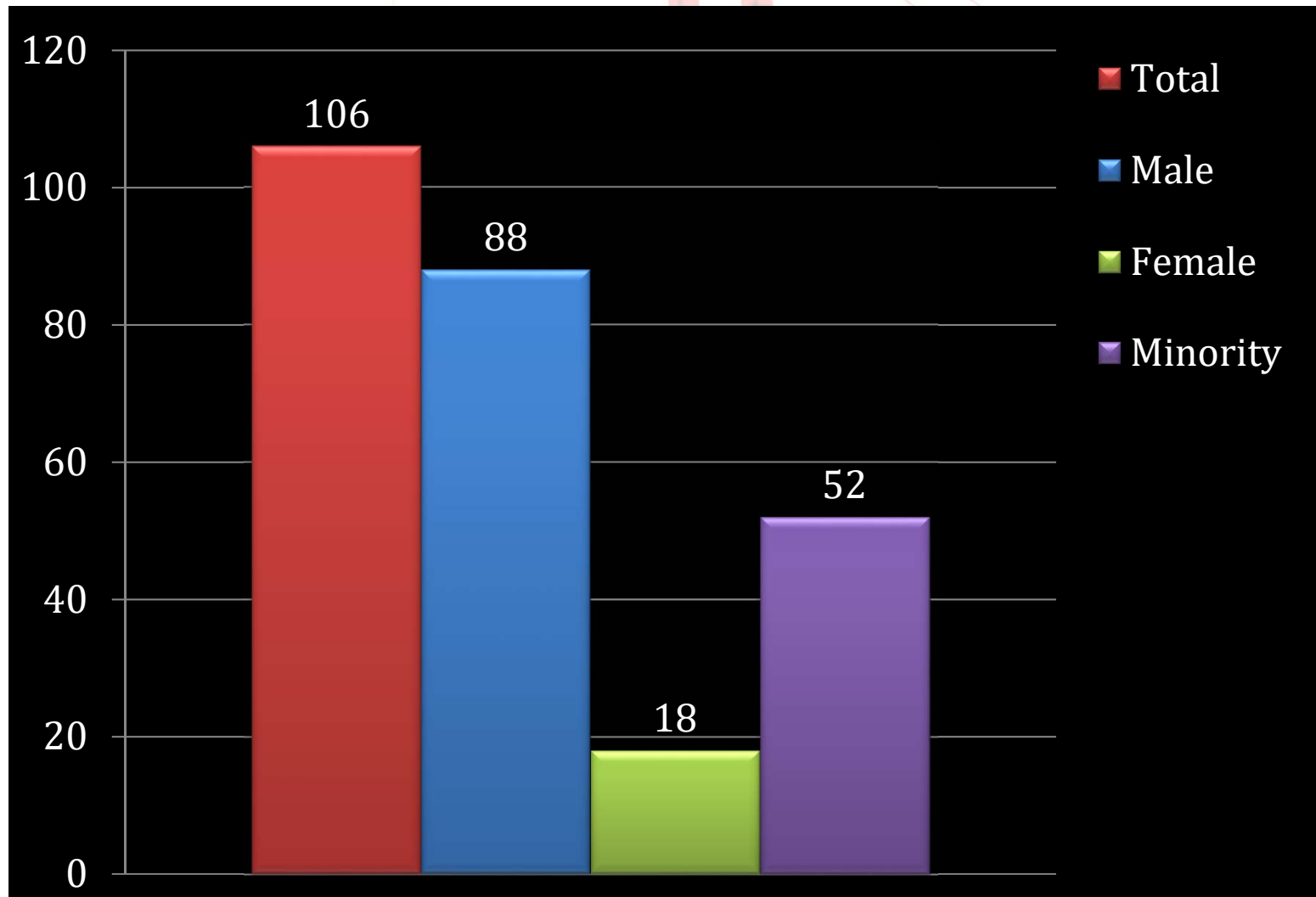
Ferry Division Hire Rates



**14 New
Employees**

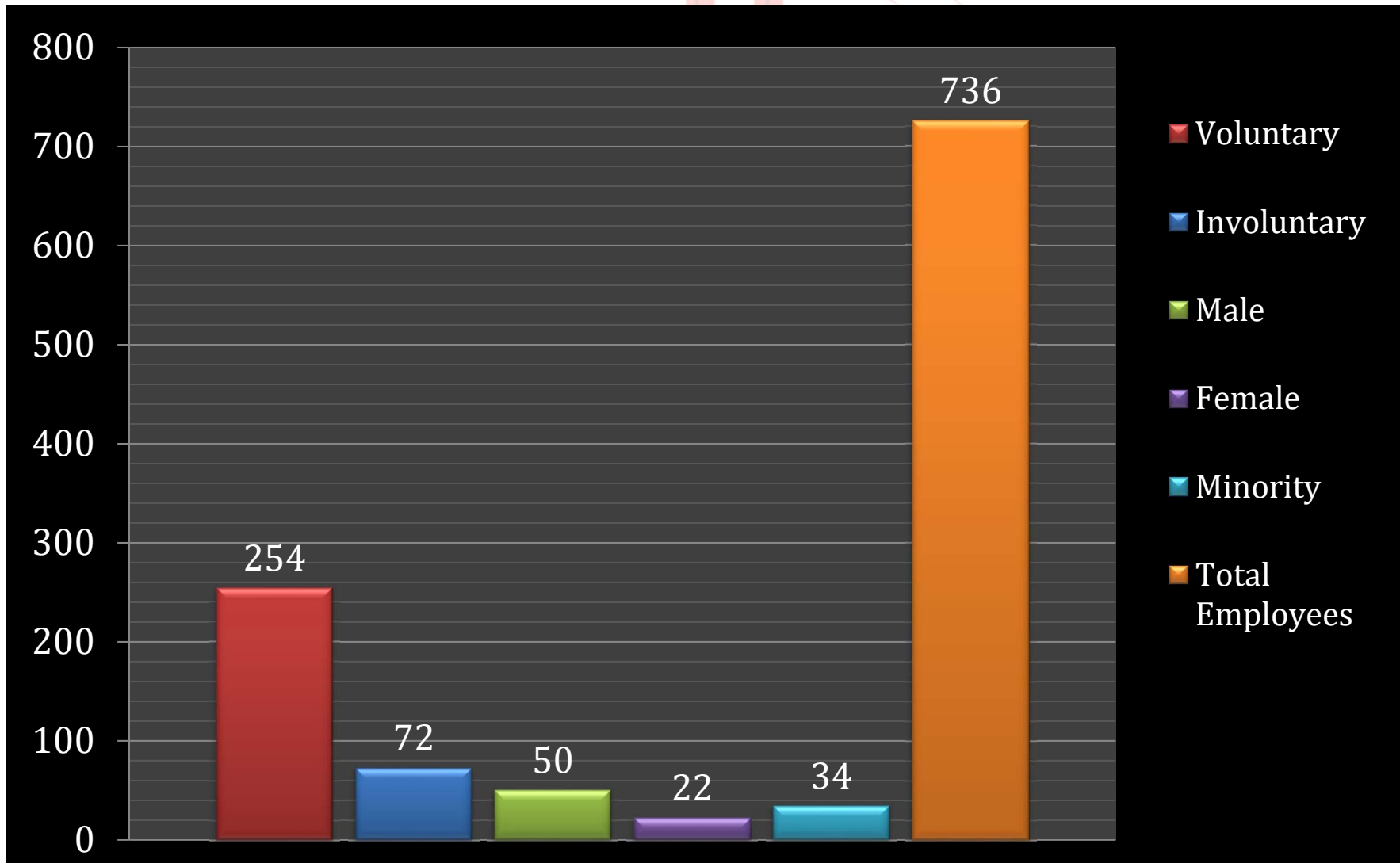
Personnel Actions - 106 Promotions

7.1.15 to 12.31.19



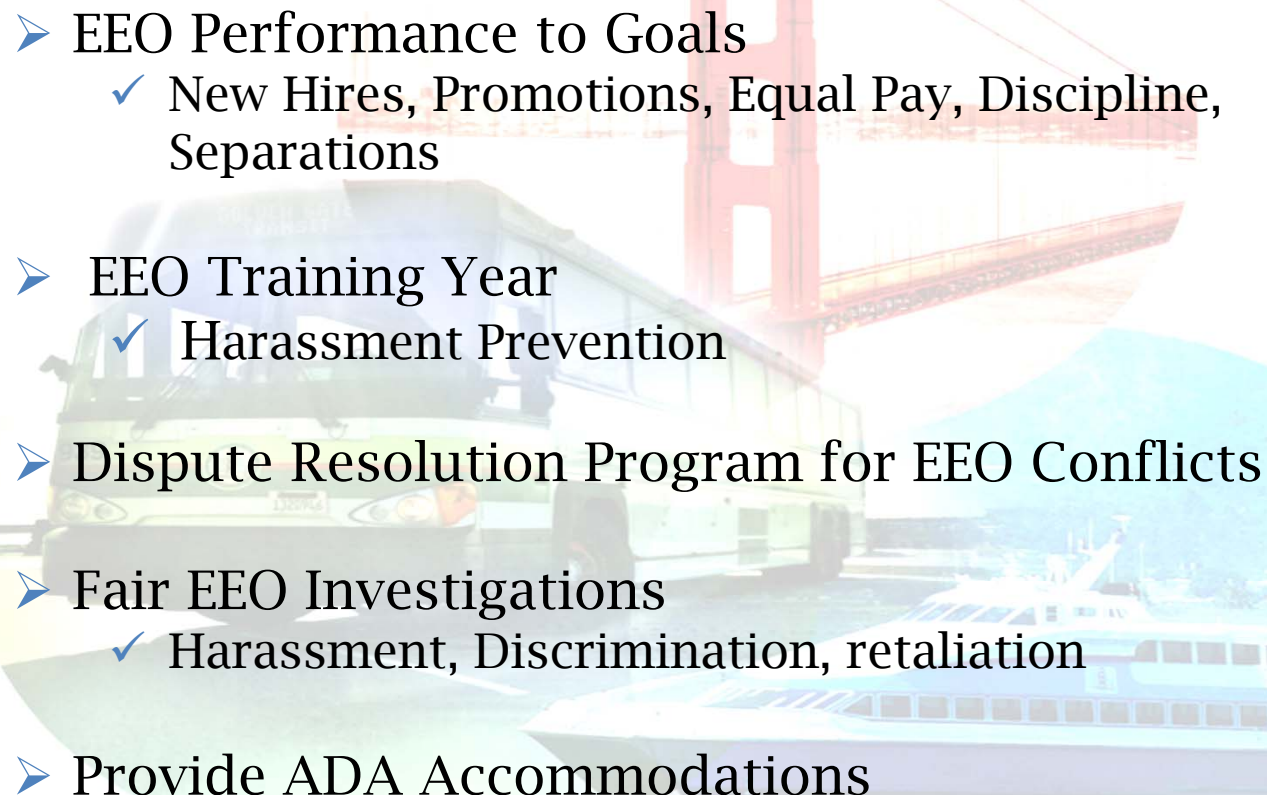
Personnel Actions - 326 Separations

7.1.15 - 12.31.19



EEO/AAP Program

Plan for Monitoring and Reporting on EEO

- 
- EEO Performance to Goals
 - ✓ New Hires, Promotions, Equal Pay, Discipline, Separations
 - EEO Training Year
 - ✓ Harassment Prevention
 - Dispute Resolution Program for EEO Conflicts
 - Fair EEO Investigations
 - ✓ Harassment, Discrimination, retaliation
 - Provide ADA Accommodations

EEO/AAP Program

Action Oriented Plans

- 
- **External Outreach Programs**
 - Job Fairs
 - Recruitment Outreach
 - Internship Program
 - Apprentice Programs
 - **Employment Practices**
 - Update HR Guide
 - Improve Tracking for Applicants, Trainings, and Discipline
 - Compensation Survey 2020
 - **Development Programs**
 - New Employees
 - ✓ District Guide/Tour
 - ✓ Orientation
 - ✓ Loan Forgiveness
 - Training Opportunities
 - Tuition Reimbursement
 - Interview Tips
 - Manager/Sup. Academies
 - *Grow Participate Share (GPS)*

GPS



GROW, PARTICIPATE, SHARE

GPS brings women together to explore career goals and related challenges. GPS is an inclusive and supportive group. We encourage women to **grow** through learning, **participate** through meaningful dialog and **share** relevant knowledge and personal experiences. Together we will explore topics of mutual interest aimed at providing us the tools and information helpful to successfully navigate through the many challenges working women experience.



*Employees are
our Most
Valuable
Resource!*

Thank You