

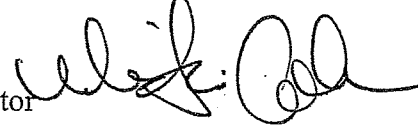
Gavin Newsom  
Mayor




Micki Callahan  
Human Resources Director

MEMORANDUM

To: Civil Service Commission

Through: Micki Callahan, Human Resources Director 

From: Dorothy Yee, Deputy Director, EEO Programs 

Date: March 2, 2009

Subject: **2008 Equal Employment Opportunity Workforce Utilization Analysis**

Civil Service Commission Rule 103, Equal Employment Opportunity, provides that "it is the policy of the Civil Service Commission of the City & County of San Francisco that all persons shall have equal opportunity in employment..."

Section 103.2, Equal Employment Opportunity Analysis, provides that "the Department of Human Resources staff shall annually prepare an analysis of the work force to determine whether percentages of sex, race, or ethnic groups in occupational categories are substantially similar to the percentages of those groups available in the workforce in the relevant job market who possess the basic job-related qualifications."

Enclosed is the 2008 Equal Employment Opportunity Workforce Utilization Analysis Report (2008 Report) prepared by the Department of Human Resources. The 2008 Report presents summaries of the City & County of San Francisco workforce in total, in occupational categories, and in selected job classes by race/ethnicity and gender. The Report also presents data from the 2000 U.S. Census on the race/ethnic and gender composition of the available labor market for the civilian workforce, in occupational categories, and in similar selected job classes. The City's workforce composition is compared to the available labor market to assess if racial/ethnic and gender groups are substantially similar.

The City reported 24,092 employments on June 30, 2008, including employees for all City departments, but excluding elected and appointed officials, as-needed employees, and employments in the Municipal Transportation Agency (MTA), the School and College Districts and the Courts. (DHR's previous report submitted in 2006 included MTA employments. Following a 2007 Charter amendment which expanded the authority of the MTA, it was determined that MTA would submit its own workforce utilization report.)



City & County of San Francisco

Department of Human Resources

2008 Equal Employment Opportunity  
**WORKFORCE UTILIZATION ANALYSIS**

Micki Callahan, Human Resources Director

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## 2008 EQUAL EMPLOYMENT OPPORTUNITY WORKFORCE UTILIZATION ANALYSIS

### PURPOSE

The 2008 Equal Employment Opportunity (EEO) Workforce Utilization Analysis (2008 Report) reports on employments in the City & County of San Francisco as required by Civil Service Commission Rule 103, Equal Employment Opportunity.

### AUTHORITY

Civil Service Commission Rule 103, Equal Employment Opportunity, Section 103.2, Equal Employment Opportunity Analysis, provides that “the Department of Human Resources staff shall annually prepare an analysis of the work force to determine whether percentages of sex, race, or ethnic groups in occupational categories are substantially similar to the percentages of those groups available in the workforce in the relevant job market who possess the basic job-related qualifications.”

### BACKGROUND

#### DESCRIPTION AND SOURCES OF DATA

The data on the City’s workforce presented in this report reflects employments recorded in the PeopleSoft Human Resources Information System on June 30, 2008. The City reported 24,092 employments including employees for all City departments, but excluding elected and appointed officials, as-needed employees, and employments in the Municipal Transportation Agency, the School and College Districts and the Courts. (Note: DHR included MTA employments in its 2006 Report for a total workforce count of 27,622. Following a 2007 Charter amendment which expanded the authority of the MTA, it was determined that MTA will submit its own workforce utilization report.)

The utilization analysis is a comparison of City employment to labor market availability by race/ethnicity and gender in defined occupational categories and in selected job classes. An occupational category is a broad grouping of job classes which require similar levels of skills or training. The City’s job classes are each mapped to an occupational category based upon the U.S. EEOC (Equal Employment Opportunity Commission) definitions and descriptions of the category.

Racial/ethnic group identifications of the City workforce include: White (or Caucasian); Black (or African American); Hispanic; Asian or Pacific Islander (not Filipino); Filipino; and American Indian or Alaskan Native. Racial/ethnic group identifications used by the Census included 15 racial groups, plus ethnic (Hispanic) identification.

Labor market availability refers to the pool of persons in the labor force who are employed or are seeking employment. Labor market data is reported from the Special EEO Tabulation of the 2000 U.S. Census, compiled from sample groups of the population.

In 2005, 97% of the City's employees resided in nine San Francisco Bay Area counties; and 99% resided in eleven counties. For this report, labor market availability data was compiled from Census statistics for the eleven counties. County data was apportioned based on percentages of employees residing in each county. For example, 45% of the City's employees resided in San Francisco in 2005, so San Francisco census data accounted for 45% of the City's relevant labor market data. See appendix. (See also DHR's *Fiscal Year 2005/2006 Annual Report and Workforce Report* for 2006 data on employees by county of residence.)

#### POPULATION AND LABOR MARKET CHANGES SINCE 2000

U.S. Census data on labor market availability by race/ethnicity and gender was collected in 2000, and released in December 2003. The U.S. Census has not provided any updates to its 2000 labor market demographic reports; although review of population demographic estimates suggests that labor market availability in California and in San Francisco area counties have also changed. Recent population studies report that White and Black populations are declining, while Hispanic and Asian populations are increasing in the San Francisco area.

In California, the Department of Finance periodically reports on population estimates by race/ethnicity. In March of 2006, it reported on population changes in the State from July 2000 to July 2004. The Department reported that from 2000 to 2004, in these eleven counties, Whites showed population percentage declines in nine counties; Blacks in seven counties. Hispanic population increased in percentage in ten counties; Asians increased in nine counties.

#### UTILIZATION ANALYSIS METHODOLOGY

Utilization rates, presented in percentages, are approximate indicators of whether a particular racial/ethnic or gender group is represented at a level similar to the group's presence in the labor market. The Census 2000 Special EEO Tabulation serves as the primary external benchmark for comparing the race, ethnicity, and sex composition of an organization's internal workforce, and the analogous external labor market, within a specified geography and job category.

In this report, utilization is computed as follows: the percentage total of a racial/ethnic and/or gender group in the City's workforce is divided by the percentage total of the same or similar group in the available labor market. A utilization rate of 100% indicates that the group is represented in the City at the same percentage as is reported by the Census to be available in the labor market. A utilization rate higher than 100% indicates a higher percentage representation of the group than is in the labor market. A rate that is lower than 100% indicates that there is a smaller percentage of the group in the City's workforce than is available in the labor market.

## 2008 DEVELOPMENTS AND CHALLENGES

In 2008, employers in both the public and private sectors continued to feel the impact of the global economic crisis. All levels of government, including the San Francisco local government, were faced with massive budget deficits. In mid-2008, City departments issued several hundred layoff notices to employees in order to meet budget shortfalls. By the end of 2008, an additional 400 layoff notices were issued. Job requisitions that had been approved for new hires were cancelled. At the time of this 2008 Report, City executives projected a budget deficit of approximately \$500 million for the fiscal year beginning July 1, 2009.

Also in 2008, San Francisco voters approved a pension reform measure that established a retirement benefit enhancement for miscellaneous employees 60 years and older. As result, older workers are expected to retire in greater numbers beginning in 2009. The positions they vacate may remain unfilled due to budgetary considerations.

The Department of Human Resources, under the leadership of a new director, renewed efforts for civil service reform to streamline the City's employment processes. Reform proposals will be implemented through policy initiatives of the Human Resources Director, or submitted to the Mayor, Civil Service Commission or Board of Supervisors for deliberation and action. Also in 2008, Project eMerge was launched to integrate the City's personnel and payroll systems and build a new PeopleSoft Capital Management System.

In November 2007, San Francisco voters approved a measure amending the Charter to expand the authority of the MTA over its operations. Consequently, the MTA established its own personnel/labor relations office and manager under the Director of Transportation and beginning in 2008, the Human Resources Director minimized its oversight of MTA's personnel functions.

## SUMMARY OF FINDINGS

- Although MTA employments were not included in the 2008 Report, the utilization analysis of City employment reveal similar findings as in the 2006 Report with respect to the utilization of racial/ethnic and gender groups in the City & County of San Francisco.
- The City & County of San Francisco continues to employ a diverse workforce. Racial/ethnic groups that were historically underrepresented—Blacks, Hispanics, Asians/Filipinos—are all represented in the City's total workforce at percentages substantially similar to their percentages in the available labor market.
- White employment continues to be the largest racial group; but underrepresented compared to the available labor market.
- Women have historically been underrepresented in the City & County of San Francisco. With the exclusion of MTA employments in the 2008 Report, the representation of Women (45.9%) is, for the first time, reported to be greater than the available labor market percentage (45.6%).

- By appointment type, 21,033 of the City's 24,092 employments are Permanent Civil Service (PCS), 1,677 are Permanent Exempt (PEX), 979 are Temporary Provisional (TPV), and the remaining appointments are Temporary Exempt (TEX), Temporary Civil Service (TCS), Temporary Limited Tenure (TLT) or Non-civil service (NCS). 83.8% of White employees were appointed PCS, compared to 93.0% of Filipino employees. 10.8% of White employees were appointed PEX, compared to 1.9% of Filipinos employees.
- White Females continue to be underrepresented in every occupational category compared to available labor market data. The underutilization rates are most significant in the Technician, Administrative Support Worker, Skilled Craft Worker, and Service/Maintenance Worker categories in which Women are represented at less than 50% of availability.
- White Males are utilized above labor market availability percentages in Skilled Craft Worker and Service/Maintenance Worker categories and significantly underutilized in the Administrative Support Worker category.
- As reported in 2006, Blacks, Hispanics, and Asian/Filipinos are utilized in the Officials & Administrator, Professional, and Technician categories at or above their respective labor market availability percentages.
- More racial/ethnic or gender groups were reported underrepresented in the Protective Service Worker and the Skilled Craft Worker categories than in other categories.
- All City departments employ a diverse workforce although racial/ethnic and gender representations vary greatly.

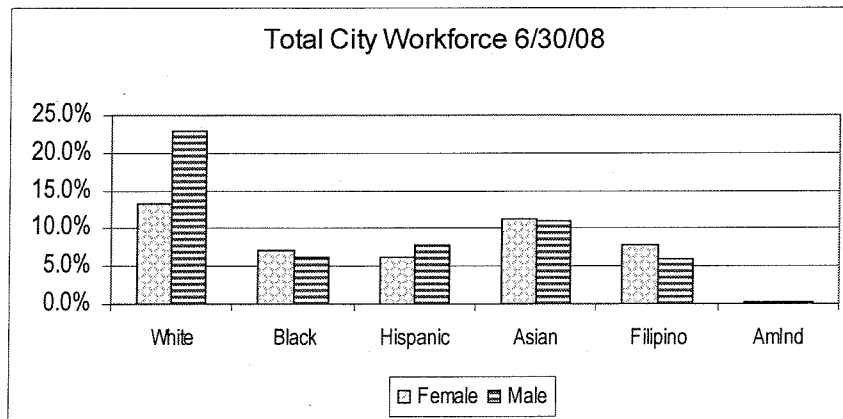
## PART I: TOTAL CITY WORKFORCE

The City & County of San Francisco reported 24,092 employments on June 30, 2008, not including elected and appointed officials, as-needed employees, and employments in the Municipal Transportation Agency (MTA), the School and College Districts and the Courts.

### I.1. TOTAL CITY WORKFORCE BY RACE/ETHNICITY

The City continues to employ a diverse workforce in which all racial/ethnic groups are well represented. Whites continue to be the largest racial/ethnic group at 36.3% of the workforce, and White males the largest group by race/ethnicity and gender, at 23%. Asians represent the next largest group at 22.4%. Blacks, Hispanics and Filipinos are each represented at approximately 13%. American Indians and Alaskan Natives continue to represent less than one percent of the City's workforce. Compared to DHR's 2006 report, the percentages of White employments appeared to have increased from 33.6% to 36.3% and percentages of Black employments decreased from 17.1% to 13.2%. In fact, these percentage changes are due to the exclusion of MTA employments in the 2008 report.

COMPOSITION: TOTAL CITY WORKFORCE, 6/30/08							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	3207	1693	1486	2728	1891	46	11051
	13.3%	7.0%	6.2%	11.3%	7.8%	0.2%	45.9%
Male	5545	1480	1859	2664	1420	73	13041
	23.0%	6.1%	7.7%	11.1%	5.9%	0.3%	54.1%
Total	8752	3173	3345	5392	3311	119	24092
	36.3%	13.2%	13.9%	22.4%	13.7%	0.5%	100.0%

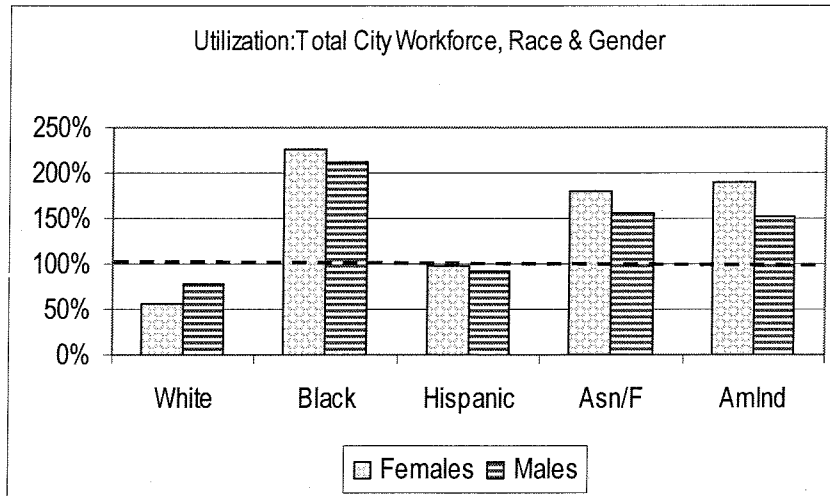


According to the 2000 U.S. Census, the labor market availability (in the eleven counties from which 99% of the City's employees reside) appeared as follows:

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	24.0%	3.1%	6.3%	10.6%		0.1%	45.6%
Male	29.4%	2.9%	8.4%	10.8%		0.2%	53.5%
Total	54.4%	6.0%	14.7%	23.4%		0.3%	100.0%



These percentages represent persons residing in the eleven counties who were in the labor force, available to work. At this level, general comparisons can be made between the City's workforce composition and the Census data on labor market availability; however factors such as job qualifications, education and experience were not taken into account in the comparisons.



Although Whites continue to comprise the largest number of the City's employees, they are underutilized at 36.3% compared to their general labor market availability of 54.4%. On the other hand, Blacks comprise 13.2% of the City's total workforce, and 6% of the available labor market. Hence the utilization rate of Blacks is more than twice the availability of Blacks in the labor market. Hispanics are utilized at 94% of labor market availability. Asians (including Filipinos) are utilized at 154% of availability and American Indians are utilized at 165%. By gender, both males and females are utilized at approximately 100% of their respective labor market availability rates. Of all groups, White females continue to be utilized at the lowest rate of all groups at 55%.

## I. 2 WORKFORCE BY APPOINTMENT TYPE

Appointments of City employees are recorded as Permanent Civil Service, Permanent Exempt, Temporary Provisional, Temporary Exempt, or other status. Civil Service Commission Rules define Permanent Civil Service appointments to be those made as result of certification from an eligible list to a permanent position or to a position declared permanent. Provisional appointments are appointments to a permanent or temporary position in the absence of an available eligible list or in an emergency which in either case, is time limited. Exempt appointments are appointments to a permanent or temporary position exempt from being filled from an eligible list in accordance with the provisions of Section 10.104 of the Charter.

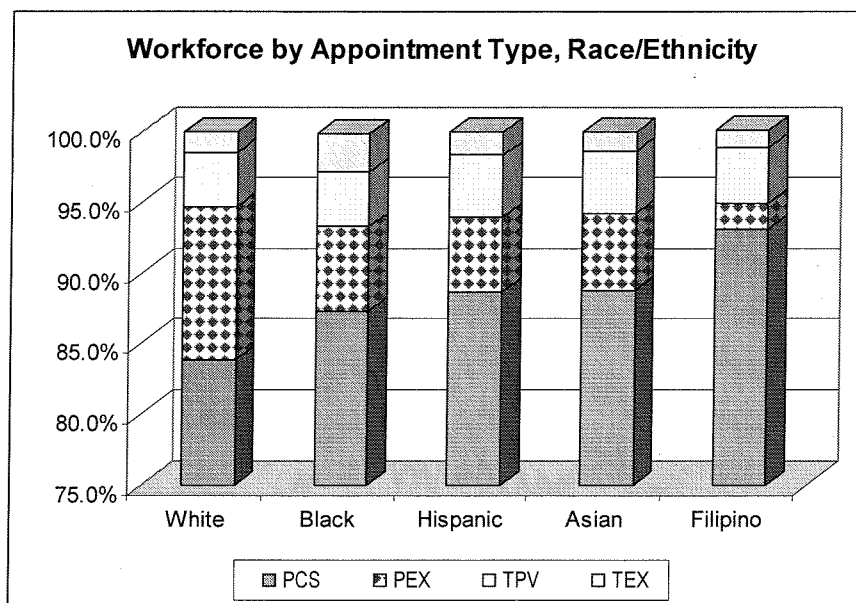
The City reported 21,033 Permanent Civil Service (PCS) employments, representing 87.3% of the total workforce. Permanent Exempt (PEX) employments accounted for 7.0% of appointments, while Temporary Provisional (TPV) employments were 4.1% and Temporary Exempt (TEX) employments were 1.6% of appointments. Temporary Civil Service (TCS), Temporary Limited Tenure (TLT), and Non-Civil Service (NCS) comprised less than 1% of the workforce.

City employees in Permanent Exempt appointments include as examples: project managers, physicians, investigators, police inspectors, attorneys, confidential secretaries, and staff in the Mayor's Office or Board of Supervisors.

### I.2.1 Workforce by Appointment Type, Race/Ethnicity

By race/ethnicity, Whites in the City's workforce had the lowest percentage (83.8%) of Permanent Civil Service (PCS) and the greatest percentage (10.8%) of Permanent Exempt (PEX) employments. In contrast, 93.0% of Filipinos in the City's workforce were employed in PCS, and 1.9% in PEX appointments.

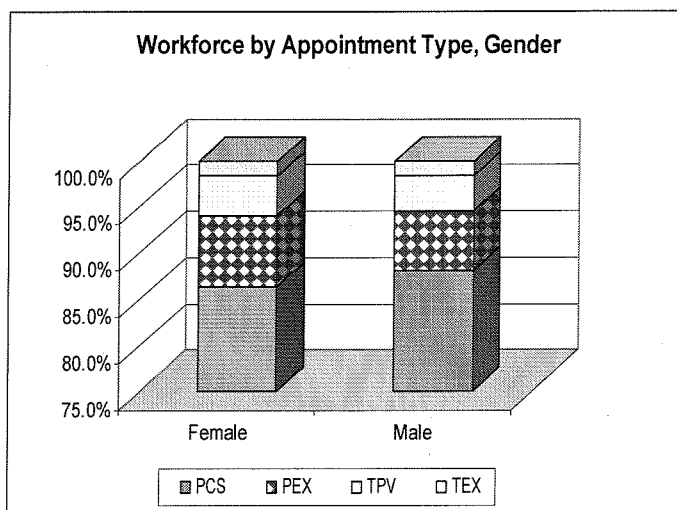
<b>WORKFORCE BY APPOINTMENT TYPE, RACE/ETHNICITY</b>								
	White	Black	Hispanic	Asian	Filipino	Am Ind	Total	Number
PCS	83.8%	87.2%	88.6%	88.8%	93.0%	85.7%	87.3%	21033
PEX	10.8%	6.0%	5.3%	5.4%	1.9%	7.6%	7.0%	1677
TPV	3.8%	3.9%	4.4%	4.4%	3.9%	5.9%	4.1%	979
TEX	1.5%	2.7%	1.7%	1.4%	1.2%	0.8%	1.6%	393
TCS	0.0%	0.2%	0.0%	0.0%	0.0%	0.0%	0.0%	7
TLT	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	2
NCS	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	1
TOTAL	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	24092



### I.2.2 Workforce by Appointment Type, Gender

Males comprise more Permanent Civil Service (PCS) employments than Females, while Females comprise more Permanent Exempt (PEX) and Temporary Provisional (TPV) employments than Males.

WORKFORCE BY APPOINTMENT TYPE, GENDER				
	Female	Male	Total	Number
PCS	86.3%	88.1%	87.3%	21033
PEX	7.6%	6.4%	7.0%	1677
TPV	4.4%	3.8%	4.1%	979
TEX	1.6%	1.7%	1.6%	393
TCS	0.0%	0.0%	0.0%	7
TLT	0.0%	0.0%	0.0%	2
NCS	0.0%	0.0%	0.0%	1
TOTAL	100.0%	100.0%	100.0%	24092



## PART II: WORKFORCE BY OCCUPATIONAL CATEGORIES

### II.1 DISTRIBUTION OF CITY WORKFORCE BY OCCUPATIONAL CATEGORY, RACE/ETHNICITY

The occupational category with the largest number of employments is in the Professional category with 7719, or approximately one-third, of all employments. The next largest category is the Protective Service Worker category with 4293 or 17.8% of employments. In DHR's 2006 report, the second largest category was Service Maintenance Workers, which included Transit Operators in the Municipal Transportation Agency (MTA). MTA employments are not included in this 2008 Report.

Accordingly, all racial/ethnic groups had the most numerous employments in the Professional category. The second most employments for Whites, Blacks, Hispanics and American Indians were in the Protective Service Worker category. The second most employments for Asians and Filipinos were in the Administrative Support category.

<b>6/30/08 WORKFORCE COMPOSITION: # BY OCCUPATIONAL CATEGORY, RACE/ETHNICITY</b>							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Officials & Administrators	541	112	91	155	42	2	943
Professionals	3179	840	809	1838	1020	33	7719
Technicians	857	292	376	567	414	9	2515
Protective Service	1957	536	688	733	348	31	4293
Paraprofessionals	259	358	301	403	525	9	1855
Administrative Support	483	484	426	858	572	6	2829
Skilled Craft	753	111	189	180	105	10	1348
Service Maintenance	695	428	457	645	282	18	2525
No EEO Category	28	12	8	13	3	1	65
TOTAL	8752	3173	3345	5392	3311	119	24092

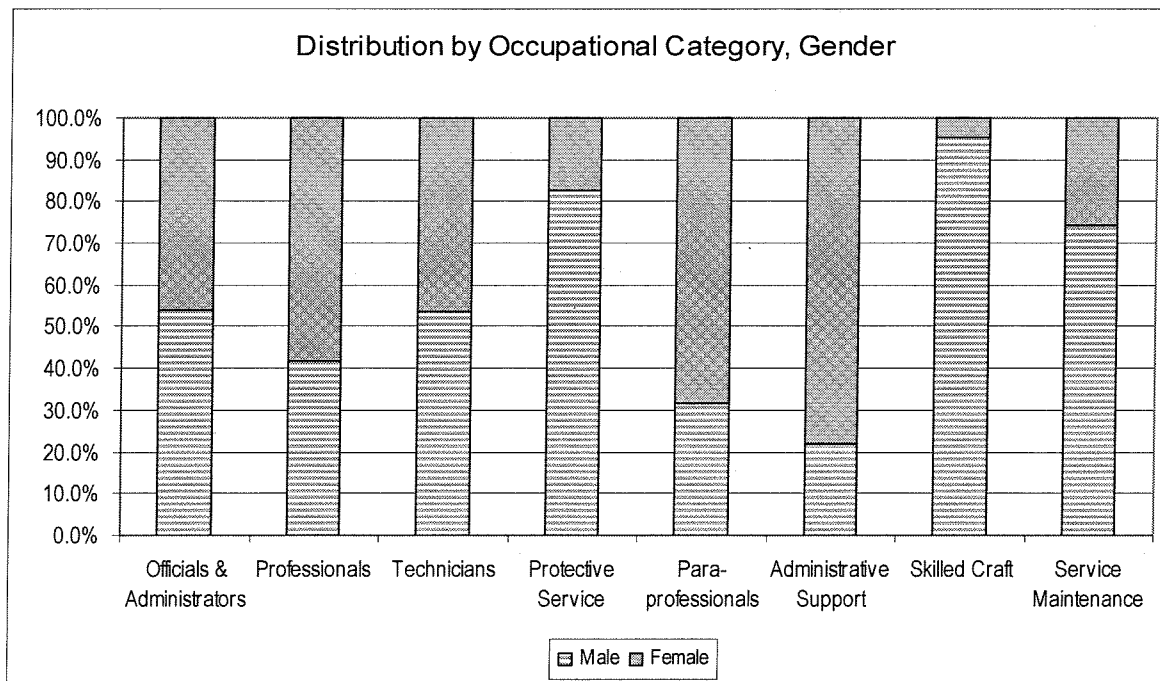
<b>6/30/08 WORKFORCE COMPOSITION: % BY OCCUPATIONAL CATEGORY, RACE/ETHNICITY</b>							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Officials & Administrators	6.2%	3.5%	2.7%	2.9%	1.3%	1.7%	3.9%
Professionals	36.3%	26.5%	24.2%	34.1%	30.8%	27.7%	32.0%
Technicians	9.8%	9.2%	11.2%	10.5%	12.5%	7.6%	10.4%
Protective Service	22.4%	16.9%	20.6%	13.6%	10.5%	26.1%	17.8%
Paraprofessionals	3.0%	11.3%	9.0%	7.5%	15.9%	7.6%	7.7%
Administrative Support	5.5%	15.3%	12.7%	15.9%	17.3%	5.0%	11.7%
Skilled Craft	8.6%	3.5%	5.7%	3.3%	3.2%	8.4%	5.6%
Service Maintenance	7.9%	13.5%	13.7%	12.0%	8.5%	15.1%	10.5%
No EEO Category	0.3%	0.4%	0.2%	0.2%	0.1%	0.8%	0.3%
TOTAL	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

Job classes identified with 'No EEO Category' were primarily Mayoral Staff classes. Because job specifications do not exist for these classes, they were not mapped to occupational categories.

## II.2 DISTRIBUTION OF CITY WORKFORCE BY OCCUPATIONAL CATEGORY AND GENDER

Females were employed in greatest numbers in the Professional category, followed by the Administrative Support category. Males were employed in greatest numbers in the Protective Service Worker category, then in the Professional category.

6/30/08 WORKFORCE COMPOSITION: BY OCCUPATIONAL CATEGORY, GENDER				
OCCUPATIONAL CATEGORY	Male		Female	
Officials & Administrators	511	54.2%	432	45.8%
Professionals	3239	42.0%	4480	58.0%
Technicians	1344	53.4%	1171	46.6%
Protective Service Workers	3551	82.7%	742	17.3%
Paraprofessionals	587	31.6%	1268	68.4%
Administrative Support Workers	625	22.1%	2204	77.9%
Skilled Craft Workers	1284	95.3%	64	4.7%
Service Maintenance Workers	1878	74.4%	647	25.6%
No EEO Category	22	33.8%	43	66.2%
Total	13041	54.1%	11051	45.9%



This table shows significant disparity in the utilization of Males and Females in a number of occupational categories: Protective Service, Administrative Support, Skilled Craft, and Service Maintenance Workers. It is important, however, to review the labor market availability of each group in each occupational category in order to determine if underutilization exists.

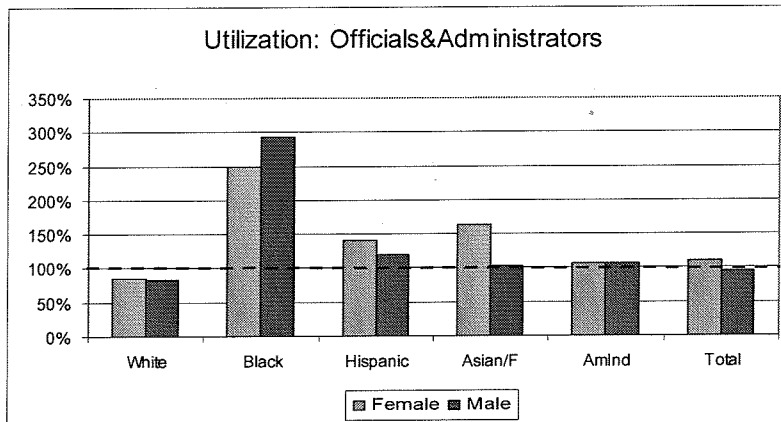
## II.3 OCCUPATIONAL CATEGORY: OFFICIALS AND ADMINISTRATORS

The EEOC describes Officials and Administrators as occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, or direct individual departments or special phases of the agencies operations, or provide specialized consultation on a regional, district, or area basis. The 2000 Census reported the following availability:

2000 LABOR MARKET AVAILABILITY: OFFICIALS & ADMINISTRATORS						
	White	Black	Hispanic	Asian/Filipino	Amlnd	Total
Female	27.7%	2.3%	3.4%	7.1%	0.1%	41.8%
Male	40.2%	2.1%	4.1%	9.1%	0.1%	57.3%
Total	67.9%	4.4%	7.5%	16.2%	0.2%	99.1%

The City reported 943 employments in the Officials and Administrators category. City jobs in this category include: department heads, bureau chiefs, division chiefs, directors, deputy directors, controllers, police and fire chiefs, assessors as well as managers in the City's MCCP (Management & Compensation Classification Plan), departmental personnel officers, information services managers, health administrators, fiscal managers, maintenance superintendents, etc.

6/30/2008 COMPOSITION: OFFICIALS & ADMINISTRATORS							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	223	54	45	82	27	1	432
	23.6%	5.7%	4.8%	8.7%	2.9%	0.1%	45.8%
Male	318	58	46	73	15	1	511
	33.7%	6.2%	4.9%	7.7%	1.6%	0.1%	54.2%
Total	541	112	91	155	42	2	943
	57.4%	11.9%	9.7%	16.4%	4.5%	0.2%	100.0%



Compared to 2000 Census data, the City's Officials and Administrators generally reflect the diverse composition of the available labor market. In this occupational category, Hispanics, Asians and American Indians are utilized at rates similar to the labor market availability while Blacks are utilized significantly greater than their labor market availability. Although Whites hold 57% of jobs in this category, they are utilized at 84%, slightly less than labor market availability. Both men and women are represented at approximately the same utilization percentages as in the available labor market.

## II.4 OCCUPATIONAL CATEGORY: PROFESSIONALS

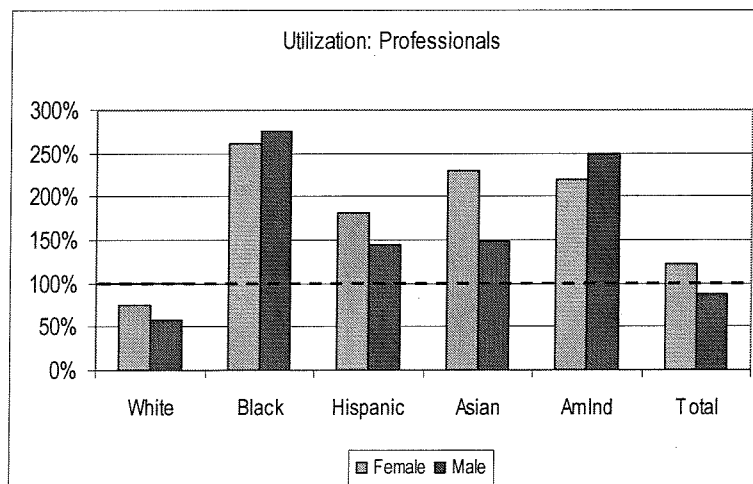
The EEOC describes Professionals as occupations which require specialized and theoretical knowledge which is usually acquired through college training or through work experience and other training which provides comparable knowledge. The Special EEO Tabulation of the 2000 Census reported the availability of professional workers as follows:

2000 LABOR MARKET AVAILABILITY: PROFESSIONALS						
	White	Black	Hispanic	Asian/Filipino	AmInd	Total
Female	30.9%	2.5%	3.3%	9.7%	0.1%	47.8%
Male	34.4%	1.8%	3.2%	10.2%	0.1%	51.3%
Total	65.3%	4.3%	6.5%	19.9%	0.2%	99.1%

In 2008, the City reported 7719 employments in the Professional category, the largest of all occupational categories. The Professionals category includes personnel and labor relations workers, social workers, registered nurses, lawyers, systems analysts, accountants, engineers, police and fire captains and lieutenants, librarians, management analysts, probation officers, counselors, architects, training officers, pharmacists, biologists, purchasers, planners, etc.

6/30/2008 COMPOSITION: PROFESSIONALS							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	1769	506	462	1021	705	17	4480
	22.9%	6.6%	6.0%	13.2%	9.1%	0.2%	58.0%
Male	1410	334	347	817	315	16	3239
	18.3%	4.3%	4.5%	10.6%	4.1%	0.2%	42.0%
Total	3179	840	809	1838	1020	33	7719
	41.2%	10.9%	10.5%	23.8%	13.2%	0.4%	100.0%

As in the Officials & Administrators category, Whites are underutilized compared to their labor market availability rates; White Males have the lowest utilization rate, at 58%. Blacks, Hispanics, Asians/Filipinos, and Females are fully utilized compared to labor market availability statistics.



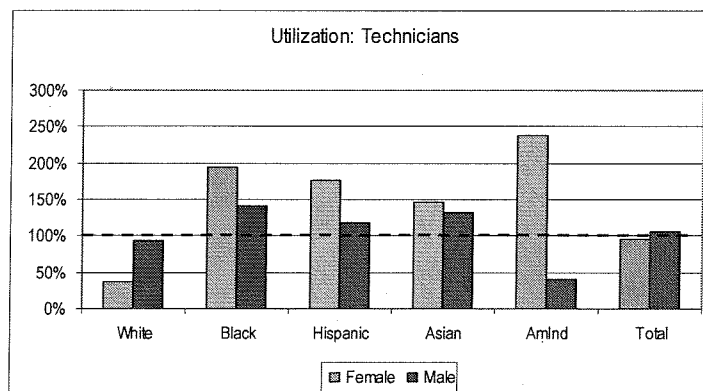
## II.5 OCCUPATIONAL CATEGORY: TECHNICIANS

The EEOC describes Technicians as occupations which require a combination of basic scientific or technical knowledge and manual skill which can be obtained through specialized post-secondary school education or through equivalent on-the-job training. The 2000 Census reported the availability of technical workers as follows:

2000 LABOR MARKET AVAILABILITY: TECHNICIANS						
	White	Black	Hispanic	Asian/Filipino	Amlnd	Total
Female	24.4%	3.8%	4.7%	14.6%	0.1%	49.0%
Male	26.4%	3.0%	5.6%	13.2%	0.3%	50.2%
Total	50.8%	6.8%	10.3%	27.8%	0.4%	99.2%

In 2008, the City reported 2515 employments in the Technician category, which includes licensed practical nurses, drafters, medical technicians, police and fire sergeants, claims investigators, building inspectors, eligibility workers, and engineering assistants.

6/30/2008 COMPOSITION: TECHNICIANS							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	231	186	209	295	244	6	1171
	9.2%	7.4%	8.3%	11.7%	9.7%	0.2%	46.6%
Male	626	106	167	272	170	3	1344
	24.9%	4.2%	6.6%	10.8%	6.8%	0.1%	53.4%
Total	857	292	376	567	414	9	2515
	34.1%	11.6%	15.0%	22.5%	16.5%	0.4%	100.0%



As in the Officials & Administrators and Professionals categories, Whites are underutilized compared to their labor market availability rates; and Blacks, Hispanics, and Asians/Filipinos, are fully utilized compared to labor market availability statistics. In this category, White Females have the lowest utilization rate, at 38%. Further analysis of individual job classes in this category is presented in Part III of this report.



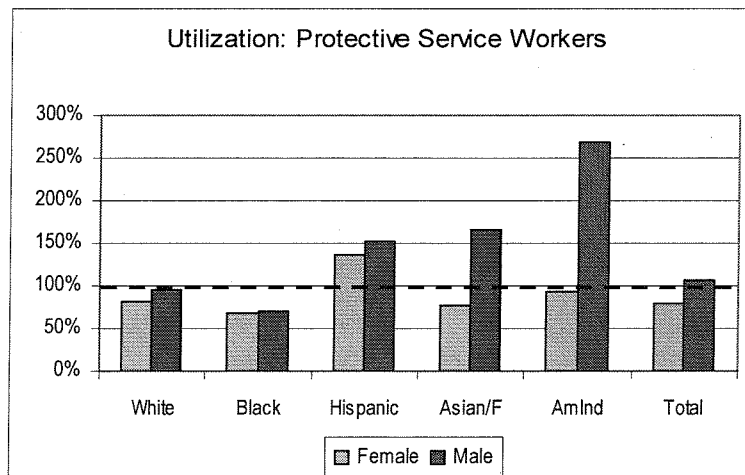
## II.6 OCCUPATIONAL CATEGORY: PROTECTIVE SERVICE WORKERS

The EEOC describes Protective Service Workers as: Occupations in which workers are entrusted with public safety, security and protection from destructive forces. Sworn Protective Service Workers includes: police patrol officers, firefighters, guards, deputy sheriffs, bailiffs, correctional officers, detectives, park rangers as well as parking control officers, museum guards, airfield safety officers, etc. The 2000 Census reported the availability of sworn protective service workers as follows:

2000 LABOR MARKET AVAILABILITY: PROTECTIVE SERVICE WORKERS, SWORN						
	White	Black	Hispanic	Asian/Filipino	AmInd	Total
Female	9.4%	5.3%	2.0%	3.8%	0.2%	21.7%
Male	39.5%	12.5%	8.7%	13.4%	0.2%	77.4%
Total	48.9%	17.8%	10.7%	17.2%	0.4%	99.1%

The City's employment of Protective Service Workers, both sworn and non-sworn are:

6/30/2008 COMPOSITION: PROTECTIVE SERVICE WORKERS							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	334	157	118	90	35	8	742
	7.8%	3.7%	2.7%	2.1%	0.8%	0.2%	17.3%
Male	1623	379	570	643	313	23	3551
	37.8%	8.8%	13.3%	15.0%	7.3%	0.5%	82.7%
Total	1957	536	688	733	348	31	4293
	45.6%	12.5%	16.0%	17.1%	8.1%	0.7%	100.0%



## II.7 OCCUPATIONAL CATEGORY: PARAPROFESSIONALS

The EEOC describes Paraprofessionals as occupations in which workers perform some of the duties of a professional or technician in a supportive role, which usually require less formal training and/or experience normally required for professional or technical status. The Census Bureau did not include a Paraprofessionals category in its Census 2000 Special EEO Tabulation Files. Jobs that were previously included in this category are now mapped to other categories. For example, Health aides are now mapped to the Service Maintenance category; Library Technicians are now mapped to the Administrative Support category. In 2008, the City reported 1855 Paraprofessional employments. See Appendix for workforce composition details.

City jobs in this category include research assistants, child support workers, recreation assistants, home health aides, library assistants and clerks, and kindred workers. Other paraprofessionals include health and laboratory assistants, health workers, instructional assistants, and public service aides.

6/30/2008 COMPOSITION: PARAPROFESSIONALS							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	159	249	204	264	387	5	1268
	8.6%	13.4%	11.0%	14.2%	20.9%	0.3%	68.4%
Male	100	109	97	139	138	4	587
	5.4%	5.9%	5.2%	7.5%	7.4%	0.2%	31.6%
Total	259	358	301	403	525	9	1855
	14.0%	19.3%	16.2%	21.7%	28.3%	0.5%	100.0%

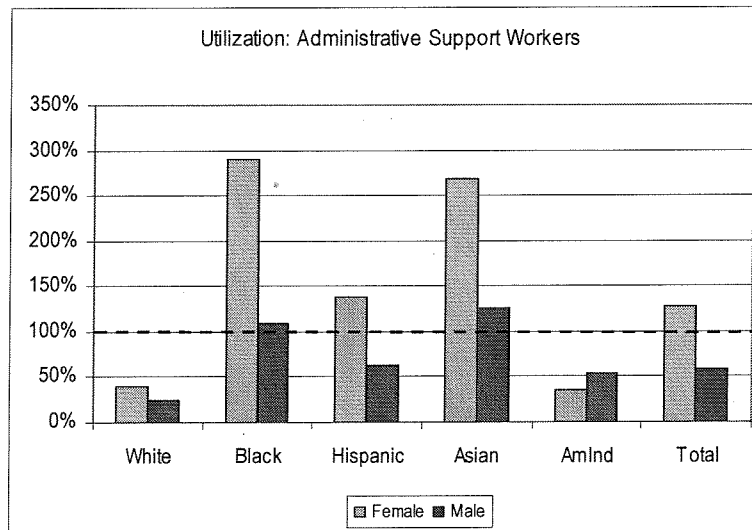
## II.8 OCCUPATIONAL CATEGORY: ADMINISTRATIVE SUPPORT WORKERS

The EEOC describes Administrative Support Workers as occupations in which workers are responsible for internal and external communication, recording and retrieval of data and/or information and other paperwork required in an office. The 2000 Census reported the availability of administrative service workers in our labor market as follows:

<b>2000 LABOR MARKET AVAILABILITY: ADMINISTRATIVE SUPPORT WORKERS</b>						
	White	Black	Hispanic	Asian/Filipino	AmInd	Total
Female	30.3%	5.0%	8.7%	14.6%	0.3%	61.2%
Male	20.2%	2.4%	4.8%	9.0%	0.2%	38.0%
Total	50.5%	7.4%	13.5%	23.6%	0.5%	99.2%

In the City, this occupational category includes typists, secretaries, personnel clerks, medical transcriber typists, meter readers, telephone operators, storekeepers, cashiers, dispatchers, billing clerks, medical records clerks, etc. 2829 employments in this category were reported for 2008. The largest classes in this occupational category include Clerk Typist, Senior Clerk Typist, Secretary I, and Clerk.

<b>6/30/2008 COMPOSITION: ADMINISTRATIVE SUPPORT WORKERS</b>							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	340	410	340	677	434	3	2204
	12.0%	14.5%	12.0%	23.9%	15.3%	0.1%	77.9%
Male	143	74	86	181	138	3	625
	5.1%	2.6%	3.0%	6.4%	4.9%	0.1%	22.1%
Total	483	484	426	858	572	6	2829
	17.1%	17.1%	15.1%	30.3%	20.2%	0.2%	100.0%



Black Females are utilized at the highest rate, 290%; followed by Asian/Filipino Females at 269%. White Males are utilized at the lowest rate, at 25% of labor market availability. By gender, Females are overutilized and Males are underutilized compared to labor market availability.

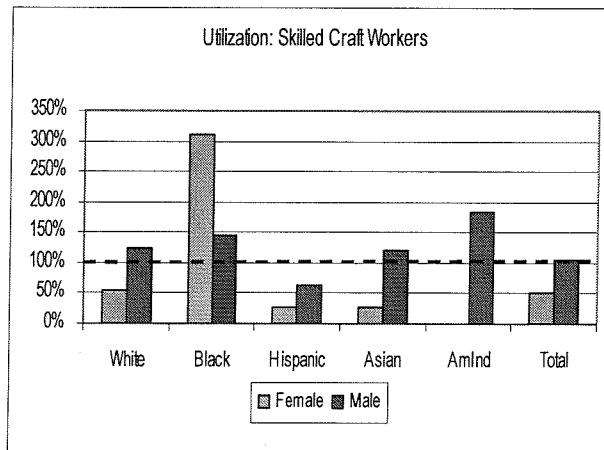
## II.9 OCCUPATIONAL CATEGORY: SKILLED CRAFT WORKERS

The EEOC describes Skilled Craft Workers as occupations in which workers perform jobs which require special manual skill and a thorough and comprehensive knowledge of the processes involved in the work which is acquired through on-the-job training and experience or through apprenticeship or other formal training programs. The 2000 Census reported the availability of skilled craft workers as follows:

2000 LABOR MARKET AVAILABILITY: SKILLED CRAFT WORKERS						
	White	Black	Hispanic	Asian/Filipino	AmInd	Total
Female	3.3%	0.5%	1.7%	3.6%	0.0%	9.4%
Male	43.2%	4.6%	21.1%	16.8%	0.4%	89.7%
Total	46.5%	5.1%	22.8%	20.4%	0.4%	99.1%

The City reported 1348 employments in this category which includes mechanics and repairers, electricians, heavy equipment operators, stationary engineers, carpenters, water and sewage treatment plant operators.

6/30/2008 COMPOSITION: SKILLED CRAFT WORKERS							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	24	21	6	11	2	0	64
	1.8%	1.6%	0.4%	0.8%	0.1%	0.0%	4.7%
Male	729	90	183	169	103	10	1284
	54.1%	6.7%	13.6%	12.5%	7.6%	0.7%	95.3%
Total	753	111	189	180	105	10	1348
	55.9%	8.2%	14.0%	13.4%	7.8%	0.7%	100.0%



Skilled Craft Workers are frequently viewed as traditionally male dominated jobs. In the City, females comprise 4.7% of jobs in this category, compared to 9.4% in the available labor market. In this occupational category, all Female groups except Black Females, are utilized at less than 50% of their labor market availability. By race/ethnicity, Hispanics are also underutilized in this category.

City jobs in the Skilled Craft Workers category typically require completion of an apprenticeship program plus journey-level work experience. Although many labor unions that run apprenticeship programs are open to minority and women members, their memberships are still underrepresented in these groups. In trades where the City utilizes apprentices, females and minorities are utilized at higher percentages than in trades without City-run apprenticeship programs.

The successful utilization of Black females in this occupational category is attributed largely to the City's apprenticeship program for Stationary Engineer, Sewage Plant. The program was initially created to provide training and employment opportunities to residents in the City's southeast neighborhood. Today, Black males and females comprise 22% of jobs in the journey level 7372 Stationary Engineer, Sewage Plant, job class. At the 7375 apprentice level, women comprise 23% of 17 apprentices.

The City's Utility Plumber Apprentice program has also increased minority and female representation in its respective journey level class, but less successfully than the Stationary Engineer apprenticeship program.

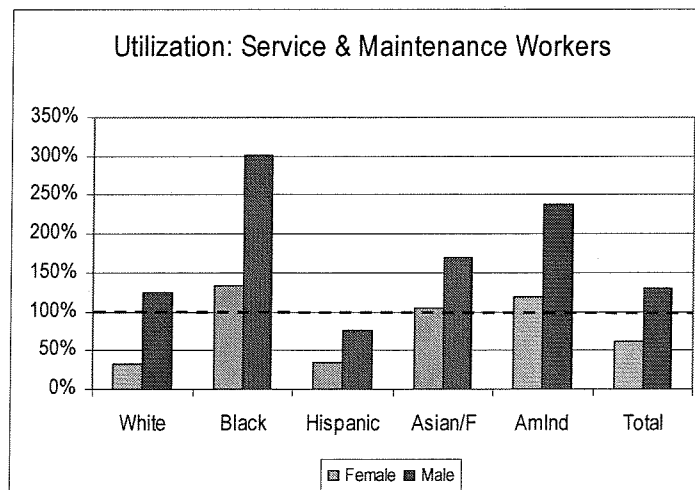
## II.10 OCCUPATIONAL CATEGORY: SERVICE MAINTENANCE WORKERS

The EEOC describes Service Maintenance Workers as occupations in which workers perform duties which result in or contribute to the comfort, convenience, hygiene or safety of the general public or which contribute to the upkeep and care of buildings, facilities or grounds of public property. The Census reports labor market availability as follows:

2000 LABOR MARKET AVAILABILITY: SERVICE MAINTENANCE WORKERS						
	White	Black	Hispanic	Asian/Filipino	Amlnd	Total
Female	13.3%	3.0%	11.2%	12.6%	0.2%	41.5%
Male	18.8%	4.3%	18.7%	13.8%	0.2%	57.6%
Total	32.1%	7.3%	29.9%	26.4%	0.4%	99.1%

City jobs in this category include: laundry operatives, truck drivers, custodial employees, gardeners, construction laborers, porters, asphalt workers, camp assistants, watershed keepers, etc. Transit Operators and Transit Car Cleaners, which were included in the 2006 Report, were excluded from this 2008 Report.

6/30/2008 COMPOSITION: SERVICE MAINTENANCE WORKERS							
	White	Black	Hispanic	Asian	Filipino	Amlnd	Total
Female	108	101	97	281	54	6	647
	4.3%	4.0%	3.8%	11.1%	2.1%	0.2%	25.6%
Male	587	327	360	364	228	12	1878
	23.2%	13.0%	14.3%	14.4%	9.0%	0.5%	74.4%
Total	695	428	457	645	282	18	2525
	27.5%	17.0%	18.1%	25.5%	11.2%	0.7%	100.0%



All groups, except White Females, Hispanic Males and Hispanic Females, are utilized at labor market availability. By gender, Females appear to be underutilized.

## PART III: WORKFORCE BY SELECTED JOB CLASSES

The job classes selected for review in this report were based on a number of factors including: large numbers of employees in the job class, applicants enter City employment in these job classes, selection provides sampling of various occupational categories and job classes are readily matched to similar census data.

### III.1 REGISTERED NURSES

EEOC Occupational Category: Professionals  
 City Job Class(s): 2320 Registered Nurse  
 2000 Census Code: 313 Registered Nurses

Labor Market Availability	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	53.0%	4.8%	4.4%	22.6%		0.2%	87.9%
Male	7.5%	0.7%	0.4%	2.0%		0.0%	11.2%
Total	60.4%	5.5%	4.8%	24.5%		0.2%	99.0%

06/30/08 COMPOSITION: REGISTERED NURSES							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	309	45	75	126	396	2	953
	26.7%	3.9%	6.5%	10.9%	34.2%	0.2%	82.2%
Male	97	7	14	13	74	1	206
	8.4%	0.6%	1.2%	1.1%	6.4%	0.1%	17.8%
Total	406	52	89	139	470	3	1159
	35.0%	4.5%	7.7%	12.0%	40.6%	0.3%	100.0%

### III.2 ENGINEERS

Occupational Category: Professionals  
 City Job Class(s): 5207 Associate Engineer, 5241 Engineer  
 2000 Census Code: 136 Civil Engineers

2000 Census Availability	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	5.9%	0.3%	0.6%	4.5%		0.0%	11.6%
Male	49.5%	1.6%	4.3%	30.2%		0.1%	87.5%
Total	55.5%	1.9%	5.0%	34.7%		0.1%	99.1%

2008 COMPOSITION: ENGINEERS							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	10	0	5	29	3	0	47
	4.4%	0.0%	2.2%	12.8%	1.3%	0.0%	20.7%
Male	46	3	6	107	17	1	180
	20.3%	1.3%	2.6%	47.1%	7.5%	0.4%	79.3%
Total	56	3	11	136	20	1	227
	24.7%	1.3%	4.8%	59.9%	8.8%	0.4%	100.0%

### III.3 ATTORNEYS

Occupational Category: Professionals  
City Job Class(es): 8177 Attorney  
2000 Census Code: 310 Lawyers

2000 Census Availability	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	26.5%	1.4%	2.0%	4.7%		0.0%	35.7%
Male	53.6%	1.9%	1.9%	4.7%		0.1%	63.6%
Total	80.1%	3.3%	3.9%	9.4%		0.1%	99.3%

2008 COMPOSITION: ATTORNEYS							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	129	21	21	31	3	2	207
	35.1%	5.7%	5.7%	8.4%	0.8%	0.5%	56.4%
Male	110	11	14	21	4	0	160
	30.0%	3.0%	3.8%	5.7%	1.1%	0.0%	43.6%
Total	239	32	35	52	7	2	367
	65.1%	8.7%	9.5%	14.2%	1.9%	0.5%	100.0%

### III.4 ELIGIBILITY WORKERS

Occupational Category: Technicians  
City Job Class(es): 2903 Eligibility Worker, 2905 Senior Eligibility Worker  
2000 Census Code: 525 Eligibility Interviewers, Government Programs

2000 Census Availability	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	23.5%	13.5%	12.9%	21.7%		0.1%	73.5%
Male	11.2%	0.3%	3.8%	11.5%		0.0%	26.9%
Total	34.7%	13.8%	16.7%	33.2%		0.1%	100.4%

06/30/08 COMPOSITION: ELIGIBILITY WORKERS							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	34	48	82	133	75	1	373
	7.0%	9.9%	17.0%	27.5%	15.5%	0.2%	77.2%
Male	14	4	26	40	26	0	110
	2.9%	0.8%	5.4%	8.3%	5.4%	0.0%	22.8%
Total	48	52	108	173	101	1	483
	9.9%	10.8%	22.4%	35.8%	20.9%	0.2%	100.0%

### III.5 LICENSED VOCATIONAL NURSES

Occupational Category: Technicians  
City Job Class(es): 2312 Licensed Vocational Nurse  
2000 Census Code: 350 Licensed Practical and Vocational Nurses



2000 Census Availability	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	24.1%	16.6%	12.7%	22.7%		0.4%	81.0%
Male	7.3%	1.1%	2.2%	5.3%		1.1%	18.0%
Total	31.5%	17.7%	14.9%	28.0%		1.4%	99.0%

06/30/08 COMPOSITION: LICENSED VOCATIONAL NURSES							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	13	26	16	10	83	0	148
	7.1%	14.1%	8.7%	5.4%	45.1%	0.0%	80.4%
Male	12	0	6	2	16	0	36
	6.5%	0.0%	3.3%	1.1%	8.7%	0.0%	19.6%
Total	25	26	22	12	99	0	184
	13.6%	14.1%	12.0%	6.5%	53.8%	0.0%	100.0%

### III.6 POLICE OFFICERS

Occupational Category: Protective Service Workers  
City Job Class(es): Q2 Police Officer, Q3 Police Officer 2, Q4 Police Officer 3  
2000 Census Code: 385 Police Officers

2000 Census Availability	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	8.8%	3.6%	2.1%	2.6%		0.0%	17.3%
Male	49.8%	8.6%	11.0%	10.8%		0.1%	81.9%
Total	58.6%	12.2%	13.1%	13.4%		0.1%	99.2%

2008 COMPOSITION: POLICE OFFICERS							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	162	31	54	28	13	3	291
	8.9%	1.7%	3.0%	1.5%	0.7%	0.2%	16.0%
Male	764	138	247	274	95	7	1525
	42.1%	7.6%	13.6%	15.1%	5.2%	0.4%	84.0%
Total	926	169	301	302	108	10	1816
	51.0%	9.3%	16.6%	16.6%	5.9%	0.6%	100.0%

### III.7 FIREFIGHTERS

Occupational Category: Protective Service Workers  
City Job Class(es): H2 Firefighter, H3 Firefighter/Paramedic  
2000 Census Code: 374 Firefighters

2000 Census Availability	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	11.4%	2.3%	0.2%	0.0%		0.0%	16.9%
Male	57.1%	5.8%	8.9%	7.7%		0.4%	82.8%
Total	68.5%	8.1%	9.1%	7.7%		0.4%	99.7%

06/30/08 COMPOSITION: FIREFIGHTERS							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	110	23	29	29	9	2	202
	8.5%	1.8%	2.2%	2.2%	0.7%	0.2%	15.7%
Male	565	89	163	195	65	11	1088
	43.8%	6.9%	12.6%	15.1%	5.0%	0.9%	84.3%
Total	675	112	192	224	74	13	1290
	52.3%	8.7%	14.9%	17.4%	5.7%	1.0%	100.0%

### III.8 DEPUTY SHERIFF

Occupational Category: Protective Service Workers  
City Job Class(es): 8304 Deputy Sheriff  
2000 Census Code: 380 Baliffs, Correctional Officers, and Jailers

2000 Census Availability	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	14.0%	8.6%	4.3%	5.1%		0.0%	33.3%
Male	31.1%	9.8%	4.4%	20.8%		0.1%	67.2%
Total	45.1%	18.4%	8.7%	25.9%		0.1%	100.5%

CCSF WORKFORCE COMPOSITION: DEPUTY SHERIFF							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	17	56	14	8	2	1	98
	3.0%	9.8%	2.4%	1.4%	0.3%	0.2%	17.1%
Male	137	73	96	89	77	4	476
	23.9%	12.7%	16.7%	15.5%	13.4%	0.7%	82.9%
Total	154	129	110	97	79	5	574
	26.8%	22.5%	19.2%	16.9%	13.8%	0.9%	100.0%

### III.9 NURSING ASSISTANTS

Occupational Category: Paraprofessionals  
City Job Class(es): 2302 Nursing Assistant  
2000 Census Code: 360 Nursing, Psychiatric and Home Health Aides

2000 Census Availability	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	16.4%	14.8%	13.0%	31.8%		0.3%	78.7%
Male	5.5%	3.6%	2.6%	8.3%		0.1%	20.5%
Total	21.9%	18.4%	15.6%	40.1%		0.3%	99.3%

CCSF WORKFORCE COMPOSITION: NURSING ASSISTANTS							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	10	73	41	34	290	2	450
	1.8%	12.9%	7.2%	6.0%	51.2%	0.4%	79.5%
Male	8	17	10	8	73	0	116
	1.4%	3.0%	1.8%	1.4%	12.9%	0.0%	20.5%
Total	18	90	51	42	363	2	566
	3.2%	15.9%	9.0%	7.4%	64.1%	0.4%	100.0%

### III.10 CLERK TYPISTS

Occupational Category: Administrative Support Workers  
City Job Class(es): 1424 Clerk Typist, 1426 Senior Clerk Typist  
2000 Census Code: 582 Word Processors and Typists

2000 Census Availability	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	37.7%	9.5%	11.4%	20.5%		0.2%	82.8%
Male	9.0%	0.3%	1.7%	4.1%		0.0%	15.8%
Total	46.7%	9.8%	13.1%	24.6%		0.2%	98.6%

06/30/2008 COMPOSITION: CLERK TYPISTS (1424, 1426)							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	61	93	88	187	135	0	564
	9.3%	14.2%	13.4%	28.5%	20.6%	0.0%	86.0%
Male	23	9	10	27	23	0	92
	3.5%	1.4%	1.5%	4.1%	3.5%	0.0%	14.0%
Total	84	102	98	214	158	0	656
	12.8%	15.5%	14.9%	32.6%	24.1%	0.0%	100.0%

### III.11 STATIONARY ENGINEERS

Occupational Category: Skilled Craft Workers  
City Job Code(s): 7334 Stationary Engineer, 7372 Stationary Engr, Sewage Plant  
2000 Census Code: 861 Stationary Engineers and Boiler Operators

2000 Census Availability	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	4.7%	0.5%	0.1%	0.0%		0.0%	7.0%
Male	58.0%	2.7%	7.8%	18.1%		0.2%	92.0%
Total	62.8%	3.2%	8.0%	18.1%		0.2%	99.0%

06/30/08 COMPOSITION: STATIONARY ENGINEERS							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	3	10	0	5	1	0	19
	1.0%	3.2%	0.0%	1.6%	0.3%	0.0%	6.1%
Male	123	33	41	32	59	2	290
	39.8%	10.7%	13.3%	10.4%	19.1%	0.6%	93.9%
Total	126	43	41	37	60	2	309
	40.8%	13.9%	13.3%	12.0%	19.4%	0.6%	100.0%

### III.12 CUSTODIANS

Occupational Category: Service and Maintenance Workers  
City Job Class(es): 2708 Custodian  
2000 Census Code: 422 Janitors and Building Cleaners

2000 Census Availability	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	3.2%	1.9%	14.9%	6.8%		0.1%	27.2%
Male	16.7%	7.4%	28.8%	17.1%		0.1%	71.9%
Total	19.9%	9.4%	43.7%	23.9%		0.2%	99.1%

06/30/08 COMPOSITION: CUSTODIANS							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	3	24	28	167	8	2	232
	0.5%	4.1%	4.8%	28.7%	1.4%	0.3%	39.9%
Male	15	52	58	159	64	2	350
	2.6%	8.9%	10.0%	27.3%	11.0%	0.3%	60.1%
Total	18	76	86	326	72	4	582
	3.1%	13.1%	14.8%	56.0%	12.4%	0.7%	100.0%

### III.13 GENERAL LABORERS

Occupational Category: Service and Maintenance Workers  
City Job Class(es): 7514 General Laborer  
2000 Census Code: 626 Construction Laborers

2000 Census Availability	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	0.9%	0.6%	0.7%	0.1%		0.0%	2.3%
Male	27.7%	5.0%	46.1%	15.6%		0.2%	96.7%
Total	28.6%	5.7%	46.8%	15.7%		0.2%	99.0%

06/30/2008 COMPOSITION: GENERAL LABORERS							
	White	Black	Hispanic	Asian	Filipino	AmInd	Total
Female	5	12	1	4	1	1	24
	1.7%	4.1%	0.3%	1.4%	0.3%	0.3%	8.1%
Male	78	70	76	28	17	2	271
	26.4%	23.7%	25.8%	9.5%	5.8%	0.7%	91.9%
Total	83	82	77	32	18	3	295
	28.1%	27.8%	26.1%	10.8%	6.1%	1.0%	100.0%

## PART IV: WORKFORCE BY DEPARTMENT

### 6/30/2008 WORKFORCE COMPOSITION BY DEPARTMENT, RACE/ETHNICITY AND GENDER

	White	Black	Hispanic	Asian	Filipino	AmInd	Total	Male	Female
AAM	22	12	7	9	4	0	54	43	11
Asian Art Museum	40.7%	22.2%	13.0%	16.7%	7.4%	0.0%		79.6%	20.4%
ADM	192	65	69	114	48	4	492	284	208
Administrative Services	39.0%	13.2%	14.0%	23.2%	9.8%	0.8%		57.7%	42.3%
ADP	30	31	22	14	5	0	102	47	55
Adult Probation	29.4%	30.4%	21.6%	13.7%	4.9%	0.0%		46.1%	53.9%
AIR	415	107	171	439	202	9	1343	889	454
Airport	30.9%	8.0%	12.7%	32.7%	15.0%	0.7%		66.2%	33.8%
ART	16	5	1	6	0	0	28	3	25
Art Commission	57.1%	17.9%	3.6%	21.4%	0.0%	0.0%		10.7%	89.3%
ASR	17	11	16	49	31	0	124	50	74
Assessor's Office	13.7%	8.9%	12.9%	39.5%	25.0%	0.0%		40.3%	59.7%
BOS	20	8	11	14	3	1	57	21	36
Board of Supervisors	35.1%	14.0%	19.3%	24.6%	5.3%	1.8%		36.8%	63.2%
CAT	195	31	34	45	16	1	322	114	208
City Attorney's Office	60.6%	9.6%	10.6%	14.0%	5.0%	0.3%		35.4%	64.6%
CFC	5	2	2	6	1	0	16	3	13
Children & Families	31.3%	12.5%	12.5%	37.5%	6.3%	0.0%		18.8%	81.3%
CFM	1	0	0	0	0	0	1	0	1
Convention Facilities	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%		0.0%	100.0%
CHF	11	8	4	9	3	1	36	10	26
Children, Youth & Fam	30.6%	22.2%	11.1%	25.0%	8.3%	2.8%		27.8%	72.2%
CON	47	12	10	66	26	0	161	58	103
Controller's Office	29.2%	7.5%	6.2%	41.0%	16.1%	0.0%		36.0%	64.0%
CPC	86	8	20	30	9	3	156	74	82
City Planning	55.1%	5.1%	12.8%	19.2%	5.8%	1.9%		47.4%	52.6%
CSC	0	1	3	1	1	0	6	0	6
Civil Service Comm	0.0%	16.7%	50.0%	16.7%	16.7%	0.0%		0.0%	100.0%

	White	Black	Hispanic	Asian	Filipino	Amlnd	Total	Male	Female
CSS	25	30	24	27	19	0	125	33	92
Child Support Services	20.0%	24.0%	19.2%	21.6%	15.2%	0.0%		26.4%	73.6%
CWP	156	88	62	72	36	2	416	336	80
Clean Water	37.5%	21.2%	14.9%	17.3%	8.7%	0.5%		80.8%	19.2%
DAT	118	49	37	47	15	1	267	112	155
District Attorney	44.2%	18.4%	13.9%	17.6%	5.6%	0.4%		41.9%	58.1%
DBI	106	16	21	97	34	2	276	171	105
Building Inspection	38.4%	5.8%	7.6%	35.1%	12.3%	0.7%		62.0%	38.0%
DPH	1560	753	860	1271	1579	17	6040	1858	4182
Public Health	25.8%	12.5%	14.2%	21.0%	26.1%	0.3%		30.8%	69.2%
DPW	351	223	198	310	94	12	1188	911	227
Public Works	29.5%	18.8%	16.7%	26.1%	7.9%	1.0%		76.7%	19.1%
DSS	464	298	324	548	275	6	1915	537	1378
Human Services	24.2%	15.6%	16.9%	28.6%	14.4%	0.3%		28.0%	72.0%
ECD	96	54	25	34	28	2	239	58	181
Emergency Comm	40.2%	22.6%	10.5%	14.2%	11.7%	0.8%		24.3%	75.7%
ECN	26	8	6	6	3	1	50	19	31
Econ Workforce Dev	52.0%	16.0%	12.0%	12.0%	6.0%	2.0%		38.0%	62.0%
ENV	46	1	5	11	5	0	68	24	44
Environment	67.6%	1.5%	7.4%	16.2%	7.4%	0.0%		35.3%	64.7%
ETH	6	0	2	8	3	0	19	9	10
Ethics Commission	31.6%	0.0%	10.5%	42.1%	15.8%	0.0%		47.4%	52.6%
FAM	28	31	11	14	19	1	104	63	41
Fine Arts Museum	26.9%	29.8%	10.6%	13.5%	18.3%	1.0%		60.6%	39.4%
FIR	853	158	239	280	89	15	1634	1356	278
Fire	52.2%	9.7%	14.6%	17.1%	5.4%	0.9%		83.0%	17.0%
HHP	184	3	19	13	5	0	224	185	39
Hetch Hetchy	82.1%	1.3%	8.5%	5.8%	2.2%	0.0%		82.6%	17.4%
HRC	11	7	6	9	3	0	36	18	18
Human Rights Comm	30.6%	19.4%	16.7%	25.0%	8.3%	0.0%		50.0%	50.0%
HRD	53	22	17	45	30	0	167	52	115
Human Resources	31.7%	13.2%	10.2%	26.9%	18.0%	0.0%		31.1%	68.9%

	White	Black	Hispanic	Asian	Filipino	AmInd	Total	Male	Female
HSS Health Service System	6 17.6%	6 17.6%	3 8.8%	11 32.4%	8 23.5%	0 0.0%	34	6 17.6%	28 82.4%
JUV Juvenile Probation	57 23.6%	102 42.1%	34 14.0%	35 14.5%	14 5.8%	0 0.0%	242	161 66.5%	81 33.5%
LHP Light, Heat, & Power	0 0.0%	0 0.0%	0 0.0%	1 50.0%	1 50.0%	0 0.0%	2	2 100.0%	0 0.0%
LIB Public Library	289 39.2%	82 11.1%	76 10.3%	250 33.9%	39 5.3%	1 0.1%	737	306 41.5%	431 58.5%
LLB Law Library	2 100.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	2	0 0.0%	2 100.0%
MYR Mayor's Office	43 37.4%	22 19.1%	14 12.2%	24 20.9%	9 7.8%	3 2.6%	115	43 37.4%	72 62.6%
PAB Board of Appeals	0 0.0%	0 0.0%	2 50.0%	2 50.0%	0 0.0%	0 0.0%	4	2 50.0%	2 50.0%
PDR Public Defender	88 52.7%	20 12.0%	28 16.8%	27 16.2%	4 2.4%	0 0.0%	167	70 41.9%	97 58.1%
POL Police	1451 51.0%	284 10.0%	416 14.6%	493 17.3%	191 6.7%	11 0.4%	2846	2217 77.9%	629 22.1%
PRT Port	120 54.5%	20 9.1%	15 6.8%	41 18.6%	21 9.5%	3 1.4%	220	158 71.8%	62 28.2%
PUC Public Utilities	262 33.4%	64 8.2%	64 8.2%	275 35.1%	114 14.5%	5 0.6%	784	425 54.2%	359 45.8%
REC Recreation & Park	428 48.4%	155 17.5%	113 12.8%	132 14.9%	50 5.7%	6 0.7%	884	626 70.8%	258 29.2%
REG Elections	13 22.0%	7 11.9%	9 15.3%	18 30.5%	12 20.3%	0 0.0%	59	20 33.9%	39 66.1%
RET Employee Retirement	22 29.3%	10 13.3%	8 10.7%	25 33.3%	10 13.3%	0 0.0%	75	38 50.7%	37 49.3%
RNT Rent Board	16 55.2%	2 6.9%	2 6.9%	8 27.6%	1 3.4%	0 0.0%	29	13 44.8%	16 55.2%
SCI Academy of Sciences	6 50.0%	2 16.7%	1 8.3%	0 0.0%	2 16.7%	1 8.3%	12	10 83.3%	2 16.7%

	White	Black	Hispanic	Asian	Filipino	AmInd	Total	Male	Female
SHF	288	236	170	184	140	5	1023	773	250
Sheriff	28.2%	23.1%	16.6%	18.0%	13.7%	0.5%		75.6%	24.4%
TIS	123	20	35	89	37	3	307	214	93
Telecom & Info Services	40.1%	6.5%	11.4%	29.0%	12.1%	1.0%		69.7%	30.3%
TTX	36	27	33	73	38	1	208	76	132
Treasurer/Tax Collector	17.3%	13.0%	15.9%	35.1%	18.3%	0.5%		36.5%	63.5%
TXC	3	1	0	2	0	0	6	1	5
Taxi Commission	50.0%	16.7%	0.0%	33.3%	0.0%	0.0%		16.7%	83.3%
WAR	28	18	15	30	5	0	96	61	35
War Memorial	29.2%	18.8%	15.6%	31.3%	5.2%	0.0%		63.5%	36.5%
WOM	3	0	1	2	0	0	6	0	6
Status of Women	50.0%	0.0%	16.7%	33.3%	0.0%	0.0%		0.0%	100.0%
WTR	328	53	80	76	29	2	568	481	87
Water	57.7%	9.3%	14.1%	13.4%	5.1%	0.4%		84.7%	15.3%

This report shows that the City's workforce composition by department is diverse in race/ethnicity and gender. With only a single exception, every major racial/ethnic group (not including American Indians/Alaskan Natives) is represented in every department of twenty or more employees. Both males and females were also represented in each of these departments.

Highest Department Percentages by Race/Ethnicity			
White	Hetch Hetchy (82.1%)	Environment (67.6%)	City Attorney (60.6%)
Black	Juvenile Probation (42.1%)	Adult Probation (30.4%)	Fine Arts Museum (29.8%)
Hispanic	Adult Probation (21.6%)	Bd of Supervisors (19.3%)	Child Support Serv (19.2%)
Asian	Controller (41.0%)	Assessor (39.5%)	Building Inspection (35.1%) Public Utilities (35.1%) Health Service (35.1%)
Filipino	Public Health (26.1%)	Assessor (25.0%)	Health Service (23.5%)

Lowest Department Percentages by Race/Ethnicity			
White	Assessor (13.7%)	Treasurer/Tax (17.3%)	Health Service (17.6%)
Black	Hetch Hetchy (1.3%)	Environment (1.5%)	City Planning (5.1%)
Hispanic	Art Commission (3.6%)	Controller (6.2%)	Port (6.8%)
Asian	Hetch Hetchy (5.8%)	Econ Wkf Dev (12.0%)	Water (13.4%)
Filipino	Art Commission (0%)	Hetch Hetchy (2.2%)	Public Defender (2.4%)

Highest Department Percentages by Gender			
Male	Water (84.7%)	Fire (83.0%)	Hetch Hetchy (82.6%)
Female	Art Commission (89.3%)	Health Service (82.4%)	Emergency Comm (75.7%)



## UTILIZATION SUMMARIES AND CONCLUSIONS

### UTILIZATION SUMMARY BY OCCUPATIONAL CATEGORIES

OCC	#	WHITE		BLACK		HISPANIC		ASIAN & FILIPINO		TOTAL	
		F	M	F	M	F	M	F	M	F	M
A	943	■	■	●	●	●	●	●	●	●	●
B	7719	○	○	●	●	●	●	●	●	●	■
C	2515	○	●	●	●	●	●	●	●	●	●
D	4293	■	●	○	○	●	●	○	●	■	●
E	1855	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
F	2829	○	○	●	●	●	○	●	●	●	○
G	1348	○	●	●	●	○	○	○	●	○	●
H	2525	○	●	●	●	○	○	●	●	○	●

●: 90% or more of labor market availability; ■: 80% or more and less than 90%; ○: less than 80% of labor market availability;

NA: labor market comparisons not available

OCC: occupational categories; A: Officials & Administrators; B: Professionals; C: Technicians; D: Protective Service; E: Paraprofessionals;

F: Administrative Service; G: Skilled Craft; H: Service Maintenance; (not included: 65 employments with no occupational category identified).

F: female; M: male; American Indian/Alaskan Native not included due to small availability percentages

### UTILIZATION SUMMARY BY SELECTED JOB CLASSES

CLASS	#	WHITE		BLACK		HISPANIC		ASIAN & FILIPINO		TOTAL	
		F	M	F	M	F	M	F	M	F	M
2320	1159	○	●	■	■	●	●	●	●	●	●
5207/41	227	○	○	○	■	●	○	●	●	●	●
8177	367	●	○	●	●	●	●	●	●	●	○
2903/05	483	○	○	○	●	●	●	●	●	●	■
2312	184	○	■	○	■	○	●	●	●	●	●
Q 2/3/4	1816	●	■	○	■	●	●	■	●	●	●
H 2/3	1290	○	○	○	●	●	●	●	●	●	●
8304	574	○	○	●	●	○	●	○	●	○	●
2302	566	○	○	■	■	○	○	●	●	●	●
1424/26	656	○	○	●	●	●	●	●	●	●	■
7334/72	309	○	○	●	●	○	●	●	●	■	●
2708	582	○	○	●	●	○	○	●	●	●	■
7514	295	●	●	●	●	○	○	●	●	●	●

●: 90% or more of labor market availability; ■: 80% or more and less than 90%; ○: less than 80% of labor market availability

F: female; M: male; American Indian/Alaskan Native not included due to small availability percentages

2320 Registered Nurse

5207 Associate Engineer, 5241 Engineer

8177 Attorney

2903 Eligibility Worker, 2905 Senior Eligibility Worker

2312 Licensed Vocational Nurses

Q 2, Q 3, Q 4 Police Officer

H 2 Firefighter, H 3 Firefighter/Paramedic

8304 Deputy Sheriff

2302 Nursing Assistant

1424 Clerk Typist, 1426 Senior Clerk Typist

7334 Stationary Engineer, 7372 Stationary Engineer, Sewage Plant

2708 Custodian

7514 General Laborer

As reported in 2006, the City & County of San Francisco continues to employ a workforce that is diverse in race, ethnicity and gender. Diversity is reflected in all occupational categories as well as in all departments. However one group, White females, is underrepresented in all categories.

Review of thirteen job classes in various occupational categories shows that White men and women are underrepresented compared to 2000 U.S. Census labor market availability in most of these classes, while Asian men and women are represented at 90% or more of labor market availability in almost all these classes. One possible explanation for the different utilization levels between White and Asian groups might be attributed to demographic labor force changes that have occurred between 2000 and 2008. Estimates by the California Department of Finance report that White and Black populations are declining, while Asian and Hispanic populations are increasing in the San Francisco area.

Most of these job classes are entry level to City employment with minimal experience or educational requirements. Protective Service Worker jobs including Police Officers, Firefighters, and Deputy Sheriffs require completion of high school. Clerk Typists, Eligibility Workers, Custodians and General Laborers require one year of work experience in their respective fields. In addition, until recently, the City has continued to hire in these classes. The City continues to hire Registered Nurses and test frequently for Police Officers. It appears unlikely that the City has created barriers to employment opportunity based on race, gender or other protected categories.

In 2007, the Department of Human Resources issued its Workforce and Succession Planning Report, in which it made several preliminary findings that are relevant to this 2008 Report. It reported that recruitment is insufficient; public sector work is less appealing; a variety of approaches is needed; one size does not fit all. In the report, selected major departments described their plans or strategies to identify and address the needs of their future workforce.

Many changes have been made in the past few years to simplify the City's selection processes and to make City employment more attractive, including: reduction in the number of job classifications, position-based testing, on-line applications, and continuous testing for Police Officer. The Department of Human Resources will continue to work with the Mayor, the Civil Service Commission and employee organizations to identify additional civil service reform measures that will improve the City's hiring processes and to attract all groups to consider employment with the City & County of San Francisco.

The City & County of San Francisco also looks forward to the compilation of the 2010 U.S. Census in order to assess if the City's workforce trend reflects the trend of labor market availability.

RECOMMENDATION: Accept report.

#### Notes:

- The 2000 Census data estimates in the Special EEO Tabulation were collected from sample groups of the population and may differ from actual values.
- The data in the Special EEO Tabulation in some cases did not add up to total 100% due to rounding.
- Data on Filipinos in the labor force were included as part of data for the Asian group.
- See Census website for discussions on rounding, estimates, samples, margins of error.
- Census data does not include labor force changes over the past eight years.
- In this report, labor market availability data totals 99% instead of 100%.
- For some tables, utilization rates for the American Indian/Alaskan Native group were not displayed because Census data for the group are less reliable due to the small numbers and rounding.
- Utilization rates for multi-racial groups were also not included because the City does not currently collect such data on its employees.

Due to these variables and limitations in completeness of Census data, this report generally considers that a group is substantially similar to labor market availability when the utilization rate is 90% or above, and underutilized when the rate is below 90%.

#### APPENDICES

- A: Labor Market Availability, 11 California Counties, By 2005 City Employee Residency Proportion 2000 U.S. Census
- B. City & County of San Francisco Workforce Composition Percentages by Race/Ethnicity and Gender, 1972 – 2008

APPENDIX A: LABOR MARKET AVAILABILITY, 11 CALIFORNIA COUNTIES, BY CITY EMPLOYEE (2005) RESIDENCY PROPORTIONS, 2000 U.S. CENSUS

	Total Male	White	Black	Hispanic	Asian	AI/AN	Other	Total Female	White	Black	Hispanic	Asian	AI/AN	Other
San Francisco														
45.00%	54.5	29.2	2.7	7.1	13.6	0.2	1.7	45.5	22.5	2.6	5.3	13.7	0.1	1.3
San Mateo	24.525	13.14	1.215	3.195	6.12	0.09	0.765	20.475	10.125	1.17	2.385	6.165	0.045	0.585
21.40%	54	28.6	1.5	10.9	11.2	0.1	1.7	46	23.5	1.6	8.6	10.7	0.1	1.5
Marin	11.556	6.1204	0.321	2.3326	2.3968	0.0214	0.3638	9.844	5.029	0.3424	1.8404	2.2898	0.0214	0.321
3.10%	53	42.8	0.9	5.7	2.1	0.1	1.3	47	38.4	0.8	3.9	2.5	0.1	1.2
Alameda	1.643	1.3268	0.0279	0.1767	0.0651	0.0031	0.0403	1.457	1.1904	0.0248	0.1209	0.0775	0.0031	0.0372
10.30%	53.1	24.5	5.9	9.5	10.8	0.2	2.1	46.9	21.6	7	6.7	9.5	0.2	1.9
Contra Costa	5.4693	2.5235	0.6077	0.9785	1.1124	0.0206	0.2163	4.8307	2.2248	0.721	0.6901	0.9785	0.0206	0.1957
10.40%	53.6	33.3	3.8	8.7	5.8	0.2	1.8	46.4	28.2	4.5	6.3	5.6	0.2	1.6
Solano	5.5744	3.4632	0.3952	0.9048	0.6032	0.0208	0.1872	4.8256	2.9328	0.468	0.6552	0.5824	0.0208	0.1664
4.50%	52.5	27.8	6.4	8.9	6.8	0.3	2.3	47.5	24.6	7.1	6.4	7.1	0.3	2.2
Sonoma	2.3625	1.251	0.288	0.4005	0.306	0.0135	0.1035	2.1375	1.107	0.3195	0.288	0.3195	0.0135	0.099
2.20%	53.4	39.8	0.9	9.4	1.6	0.5	1.4	46.6	36.9	0.5	5.9	1.6	0.4	1.3
Santa Clara	1.1748	0.8756	0.0198	0.2068	0.0352	0.011	0.0308	1.0252	0.8118	0.011	0.1298	0.0352	0.0088	0.0286
0.70%	56.5	26.9	1.5	11.9	14.3	0.2	1.7	43.5	21	1.2	8.8	11	0.2	1.4
Sacramento	0.3955	0.1883	0.0105	0.0833	0.1001	0.0014	0.0119	0.3045	0.147	0.0084	0.0616	0.077	0.0014	0.0098
0.60%	52.1	32.7	4	7.7	5.4	0.4	2	47.9	30	4.4	6.3	4.8	0.4	1.9
San Joaquin	0.3126	0.1962	0.024	0.0462	0.0324	0.0024	0.012	0.2874	0.18	0.0264	0.0378	0.0288	0.0024	0.0114
0.50%	54.8	28.1	2.7	16.7	5.2	0.3	2	45.2	24.5	2.8	11.4	4.6	0.3	1.6
Tuolumne	0.274	0.1405	0.0135	0.0835	0.026	0.0015	0.01	0.226	0.1225	0.014	0.057	0.023	0.0015	0.008
0.40%	52.9	47.2	0.3	3.1	0.6	0.6	1.2	47.1	41.4	0	3.2	0.4	0.8	1.3
99% Total	0.2116	0.1888	0.0012	0.0124	0.0024	0.0024	0.0048	0.1884	0.1656	0	0.0128	0.0016	0.0032	0.0052
	53.4987	29.4143	2.9238	8.4203	10.7996	0.1881	1.7456	45.6013	24.0359	3.1055	6.2786	10.5783	0.1417	1.4673

Appendix B: City & County of San Francisco Workforce Composition Percentages by Race/Ethnicity and Gender, 1972 - 2008

	WHITE		BLACK		HISPANIC		ASIAN		FILIPINO		AI/AN		TOTAL		TOTAL
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	
1972 <sup>1</sup>	49.9	16.4	14.6	7.4	2.9	1.4	3.3	1.9	1.3	1.0	0.1	0.0	71.9	28.1	21071
1976 <sup>2</sup>	38.7	18.1	13.7	9.7	3.1	2.3	4.4	3.5	2.2	2.8	0.2	0.1	63.0	37.0	24191
1980	36.6	15.9	14.7	8.7	4.3	2.4	6.0	4.4	3.2	3.5	0.2	0.1	65.0	35.0	25398
1985	32.6	14.6	13.1	8.6	5.9	3.6	7.1	5.3	4.2	4.7	0.3	0.1	63.1	36.9	27821
1990	27.5	14.8	10.9	8.8	6.1	4.5	8.6	7.0	5.0	6.5	0.3	0.1	58.4	41.6	30423
1995	24.9	14.9	9.9	8.8	6.7	5.0	9.4	7.8	5.2	7.1	0.3	0.1	56.4	43.6	32050
2000	24.4	12.7	9.4	8.2	7.5	5.1	11.0	8.0	6.0	7.3	0.2	0.2	58.5	41.5	29308
2005	22.4	12.2	8.7	7.8	7.9	5.3	12.2	9.4	6.2	7.4	0.3	0.1	57.7	42.3	29079
2006 <sup>3</sup>	22.1	11.5	8.6	8.5	8.2	5.4	12.3	9.4	6.4	7.1	0.3	0.2	57.9	42.1	27622
2008 <sup>4</sup>	23.0	13.3	6.1	7.0	7.7	6.2	11.1	11.3	5.9	7.8	0.3	0.2	54.1	45.9	24092

<sup>1</sup> Report prepared by Human Rights Commission; also 0.3% identified as Other Non-White

<sup>2</sup> Also 1.3% identified as Other Non-White

<sup>3</sup> Excludes School District, College District, Courts, and As-Needed Employments

<sup>4</sup> Excludes Municipal Transportation Agency, School District, College District, Courts, and As-Needed Employments