

EEOP (EQUAL EMPLOYMENT OPPORTUNITY PLAN)
SHORT FORM

HAMMOND, INDIANA
POLICE DEPARTMENT
509 DOUGLAS STREET
HAMMOND, INDIANA 46320

COMPLETED OCTOBER, 2008

Step 1: Introductory Information

Grant Title: COPS Technology Program

Grant Number: 2008CKWX0784

Grantee Name: Hammond Police Department

Award Amount: \$374,120.00

Grantee Type: Local Government Agency

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Policy Statement:

The City of Hammond Board of Public Works and Safety has approved and adopted the current hiring process for sworn police officers in the City of Hammond as of November 2, 2006. The hiring policy was established with input from various community groups interested in providing a fair and equitable process of hiring police officers in the City of Hammond.

The City of Hammond, via its Employee Handbook, on page eight (8) declares that employment decisions will comply with all applicable federal and state employment discrimination laws and made without regard to race, color, gender, sex, sexual orientation, religion, national origin, age, disability, veteran status, political affiliation, or citizenship. The same Employee Handbook states on page four (4) and five (5) the procedure for filing a civil rights complaint.

Step 2: Narrative Underutilization Analysis

The Utilization Analysis Information was compiled using workforce data for the Gary, Indiana PMSA area, since the City of Hammond, Indiana is not available as a census tool location for employment data comparisons. The data was obtained from the 2000 EEO Data Tool (United States Census 2000.) See www.census.gov/eo2000/index.html

In reviewing the Utilization Analysis Information, the Personnel and Training Section of the Hammond Police Department has made the following observations:

Given the small number in job categories Officials, Technician, Skilled Craft, and Service Maintenance, it is difficult to interpret the level of underutilization in each job category as significant in relation to the relevant community labor market. However, it is noteworthy that in comparing the entire Hammond Police Department to the police relevant workforce that there is a pronounced underutilization in the Black male police officer (i.e. -13%.) There is also a pronounced underutilization in the number of Black male Criminal Investigations Division personnel (i.e. -21%.)

In keeping with the Hammond Police Department's commitment to reflecting the current relevant workforce in terms of race, the Department will examine its current hiring practices to determine if there are ways to attract more African American males to employment with the Police Department.

Step 3: Objectives and Steps

1. Identify barriers in recruitment which may deter African American persons from applying for entry-level police positions.
 - a. a. The Hammond Police Department will arrange to meet with all current African American officers (7) to obtain any suggestions which may be used to attract more African American males to the hiring process. Based upon their feedback, the Department may implement changes to the next hiring process, which is planned to occur early in calendar year 2009.
2. Target Black candidates for Police Department sworn employment.
 - a. a. Current efforts to recruit Black candidates for Police Department hiring
 1. All job fairs are attended by one white female (H.P.D. civilian hiring coordinator) and one African American sworn H.P.D. officer.
 2. Notice of application process is sent to twenty-five (25) separate higher learning institutions throughout the State of Indiana.
 3. Paid advertisements are placed in four (4) local newspapers.
 4. Public service announcements are requested to eighteen (18) different local radio AM and FM stations.
 5. Announcement of hiring process is placed on the Northwest Indiana Law Enforcement Academy website (www.nilea.com.)
 6. Hiring process is sent via U.S. Mail to one hundred and eleven (111) separate church and religious organizations throughout Northwest Indiana.
 7. Hiring announcement is e-mailed to thirty-five (35) different law enforcement related websites via the Internet.

Step 4: Internal and External Dissemination

1. A copy of the short form EEOP will be sent to all H.P.D. sworn officers via the e-mail internal mail system.
2. Post a copy to the Hammond Police Department website. (www.hammondpolice.com.)
3. Include on all job announcements that a copy of the Short Form EEOP is available for viewing on the www.hammondpolice.com website.

Job Categories	Utilization Analysis					Relevant Labor Market: Gary, Indiana PMSA				
	Male					Female				
	White	Hispanic	Black	Indian	Asian	White	Hispanic	Black	Indian	Asian
Officials										
Workforce	2/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	12980/51%	755/3.2%	1010/3.9%	25/.1%	165/.7%	7905/31%	705/2.8%	1540/6%	20/.3%	65/.3%
Utilization	49%	-3.20%	-3.90%	-0.10%	-0.70%	-31%	-2.80%	-6%	-0.30%	-0.30%
Technician										
Workforce	2/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2090/30%	230/3%	235/3%	0/0%	80/1.1%	3170/4.5%	290/4.1%	840/12%	0/0%	75/1.1%
Utilization	70%	-3%	-3%	0%	-1.10%	-4.50%	-4.10%	-12%	0%	-1.10%
Craft Work										
Workforce	2/66%	1/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	31105/77%	3505/8.7%	3515/8.7%	85/.02%	40/.01%	1060/2.6%	110/.02%	395/1%	20/.004%	15/.003%
Utilization	-11%	24.30%	-8.70%	-0.02%	-0.01%	-2.60%	-0.02%	-1%	0.00%	0.00%
Maintenan										
Workforce	0/0%	0/0%	0/0%	0/0%	0/0%	2/100%	0/0%	0/0%	0/0%	0/0%
CLS #/%	10740/23%	2,345/5%	4,990/10%	30/.01%	160/.3%	18295/39%	2,645/6%	6,910/15%	80/.01%	220/.04%
Utilization	-23%	-5%	-10%	-0.01%	-0.30%	61%	-6%	-15%	-0.01%	-0.04%
Support										
Workforce	5/11%	0/0%	2/5%	0/0%	0/0%	25/58%	6/14%	5/12%	0/0%	0/0%
CLS #/%	6845/14%	1075/2%	1840/4%	4/.01%	60/.01%	28495/58%	3090/6%	6970/14%	30/.01%	160/.03%
Utilization	-3%	-2%	-4%	-0.01%	-0.01%	0	8%	-2%	-0.01%	-0.03%
Police										
Workforce	155/75%	33/16%	7/3%	1/.04%	1/.04%	8/3.8%	3/1.4%	0/0%	0/0%	0/0%
CLS #/%	895/66%	115/8.5%	215/16%	0/0%	0/0%	75/5.5%	0/0%	30/2.2%	0/0%	0/0%
Utilization	9%	7.50%	-13%	0.04%	0.04%	-1.70%	1.40%	-2.20%	0%	0%
Super-1st										
Workforce	14/70%	4/20%	2/10%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	165/77%	20/10%	15/7%	0/0%	0/0%	4/2%	0/0%	10/5%	0/0%	0/0%
Utilization	-7%	10%	3%	0%	0%	-2%	0%	-5%	0%	0%
CID/DET.										
Workforce	41/84%	4/8%	0/0%	0/0%	0/0%	4/8%	0/0%	0/0%	0/0%	0/0%
CLS #/%	155/66%	20/8.5%	50/21%	0/0%	0/0%	4/2%	0/0%	4/2%	0/0%	0/0%
Utilization	18%	-0.50%	-21%	0%	0%	6%	0%	-2%	0%	0%