

EEO Utilization Report

Organization Information

Name: TEXAS DEPARTMENT OF CRIMINAL JUSTICE

City: HUNTSVILLE

State: TX

Zip: 77320-4015

Type: State Corrections

Thu 04-04-2024 09:29:36 EDT

Section 1: EEO Policy Statement

Policy Statement:

In keeping with the spirit and purpose of equal employment opportunity, the Texas Department of Criminal Justice continues to reaffirm its commitment to the following equal employment opportunity statement:

No applicant or employee of the Texas Department of Criminal Justice shall be discriminated against because of race, color, religion, sex (gender), national origin, age (40 and disability, or genetic information.

Following File has been uploaded:EEOP Attachments A, B, C, D.pdf

Section 5: Narrative Interpretation of Data

As instructed by the U.S. Department of Justice for grant recipients, the following documents, have been developed and analyzed to review job categories, ethnic categories, state civilian workforce percentages, and methodology in relation to workforce underutilization:

TDCJ Workforce Profile / Agency Underutilization Summary* (Attachment A);
TDCJ Workforce Utilization Analysis* (Attachment B);
TDCJ Agency Workforce*(Attachment C); and
TDCJ EEO Statistics* (Attachment D).

The agency Recruitment Plan for FY 2022 and FY 2023 is based on the agency Workforce Profile and Workforce Utilization Analysis that are developed as instructed by the Texas Workforce Commission- Civil Rights Division (TWC-CRD) regarding job categories, ethnic categories, state civilian workforce percentages, and the Equal Employment Opportunity Commission Rule of 80 to determine underutilization (*as of August 31, 2023).

The following are the categories identified by both workforce utilization analyses as being underutilized; therefore, these are the categories upon which this EEOP will focus:

Hispanic Americans State Agency Administration
Hispanic Americans Technical
Hispanic Americans Protective Services
Hispanic Americans Administrative Support
Hispanic Americans Skilled Craft
Hispanic Americans Service and Maintenance
Female Skilled Craft

The EEOP includes discussion/analysis relative to underutilization in these categories and identifies recruitment strategies to specifically alleviate such underutilization. In addition, the EEOP identifies recruitment strategies to increase the representation to all underutilized groups.

Following File has been uploaded:Rank Chart Non Sworn Officers.PDF

Following File has been uploaded:Organizational Structure.pdf

Section 6: Objectives and Steps

1. 1. Recruiting and Retaining a Diverse Workforce

- a. Implementation in conjunction with the Director of the Communications, will create an email account for recruiting within the Gov Delivery system for mass email capabilities. Emails will be aimed at underutilized demographics, including, but not limited to LULAC and NAAO. Mass email communications will be managed by the Recruiting Department. Additionally, mass email marketing will focus on the Asian and Hispanic Chambers of Commerce in the Houston, San Antonio, Dallas, and Austin areas. Communications will be distributed annually at the beginning of each fiscal year in September.
- b. The TDCJ Human Resources Division, Communications Department, and Recruiting Department, currently advertises on social media platforms including but not limited to Facebook, X, Instagram, LinkedIn, Indeed and others to reach all demographics, including the underutilized categories. Posts on these platforms range from daily to 2-3 times per week and include information about the work culture, programs, benefits, and job postings.
- c. The Recruiting Department will focus on job fairs, career days, and hiring seminars in cities with high concentrations of Asian, and Hispanic communities as well as attend community events hosted by the Chamber of Commerce. The TDCJ attends each of these events, as well as hosts them. Several events are held throughout the year with one mega event annually.
- d. The Recruiting Department will focus on underutilization in areas of skilled craft by reaching out in both the mass email communications as well as attend/host job fairs and hiring events. Focus will be given on the Texas Alliance for

Minorities in Engineering, Minority Women Trade Organizations and Development Centers. The emails will be sent each FY in September, and the job fairs will be attended throughout the year as offered.

2.2. Create and Maintain Diversity by Ethnicity and Gender

- a. Ensure that no artificial barriers exist within the TDCJ selection process.
- b. Increase the number of Asian, African American, Hispanic American, and female applicants for vacancies in the EEO job categories where underutilization continues to exist.
- c. Alleviate underutilization for each EEO job category, maintain a diverse workforce in the EEO job categories, and increase visibility in areas where jobs exist.
- d. Retain selection results to aid in analyzing the percent of applicants by race, sex (gender), and age applying for vacant positions. The information contained in these records shall be used to determine the presence of artificial barriers to equal employment opportunity.
- e. Collect recruitment data on job applicants to determine if the diversity of the applicant pool has been enhanced by recruitment efforts focused on each underutilized group.
- f. Monitor the overall effectiveness of targeted recruitment strategies on a monthly basis to continuously monitor the percentage of underutilization by each job category.
- g. Alleviate underutilization for each EEO job category.

Section 7: Dissemination Strategy: Internal

Information is included in all notifications for posted vacant positions that the TDCJ is an equal employment opportunity employer.

TDCJ human resources representatives will notify all employees regarding access to the EEOP Utilization Report by posting notice on all employee bulletin boards.

The EEOP Utilization Report will be available upon request in all TDCJ human resources offices as well as shared on the TDCJ website at <http://www.tdcj.texas.gov/divisions/hr/hr-home/index.html> under Links of Interest.

Every employee is provided a copy of the Executive Director annual EEO commitment letter each fiscal year.

The TDCJs EEO and selection system policies are published on the agency website at <http://www.tdcj.texas.gov/divisions/hr/hr-policy/index.html>.

The Human Resources Division prepares periodic progress reports outlining underutilization goal accomplishments and provides each Division Director with such information.

Section 7: Dissemination Strategy: External

Information is included in the State of Texas Application for Employment and in all notifications for posted vacant positions that the TDCJ is an equal employment opportunity employer.

The EEOP Utilization Report will be available through the following:

the TDCJ website at <http://www.tdcj.texas.gov/divisions/hr/hr-home/index.html> under Links of Interest.

upon request by contacting the TDCJ Human Resources Headquarters at (936) 437-4141.

to vendors and contractors on the TDCJ Contracts and Procurement webpage at

<http://www.tdcj.texas.gov/divisions/bfd/contracts.html>.

The TDCJ EEO policies and selection system policy are published on the TDCJ website at

<http://www.tdcj.texas.gov/divisions/hr/hr-policy/index.html>.

Utilization Analysis Chart
Relevant Labor Market: Texas

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other
Officials/Administrators														
Workforce #/%	348/38%	90/10%	85/9%	1/0%	5/1%	0/0%	4/0%	231/25%	47/5%	102/11%	0/0%	6/1%	0/0%	2/0%
CLS #/%	652,805/38%	218,555/13%	66,810/4%	2,115/0%	58,420/3%	805/0%	14,100/1%	397,795/23%	162,495/10%	83,975/5%	1,440/0%	32,120/2%	480/0%	11,850/1%
Utilization #/%	-1%	-3%	5%	-0%	-3%	-0%	-0%	2%	-4%	6%	-0%	-1%	-0%	-0%
Professionals														
Workforce #/%	752/18%	270/6%	386/9%	5/0%	29/1%	1/0%	49/1%	1183/28%	519/12%	885/21%	13/0%	28/1%	3/0%	102/2%
CLS #/%	633,720/26%	198,370/8%	95,575/4%	2,280/0%	136,490/6%	810/0%	19,540/1%	776,560/32%	294,590/12%	164,180/7%	3,050/0%	109,750/4%	460/0%	22,450/1%
Utilization #/%	-8%	-2%	5%	0%	-5%	-0%	0%	-4%	0%	14%	0%	-4%	0%	2%
Technicians														
Workforce #/%	37/30%	9/7%	4/3%	0/0%	4/3%	0/0%	6/5%	37/30%	7/6%	14/11%	1/1%	3/2%	0/0%	2/2%
CLS #/%	237,320/24%	240,675/25%	62,235/6%	1,715/0%	28,595/3%	335/0%	7,550/1%	146,695/15%	156,260/16%	63,340/7%	790/0%	21,985/2%	330/0%	5,920/1%
Utilization #/%	5%	-17%	-3%	-0%	0%	-0%	4%	15%	-10%	5%	1%	0%	-0%	1%
Protective Services: Sworn														
Workforce #/%	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN
CLS #/%	95,420/37%	64,585/25%	34,670/13%	840/0%	2,465/1%	175/0%	3,095/1%	20,955/8%	16,730/6%	17,905/7%	325/0%	500/0%	10/0%	905/0%
Utilization #/%	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN
Protective Services: Non-sworn														
Workforce #/%	3713/19%	2520/13%	4845/25%	42/0%	264/1%	11/0%	196/1%	1883/10%	1451/7%	4440/23%	32/0%	67/0%	15/0%	214/1%
CLS #/%	5,590/26%	3,510/17%	1,810/9%	50/0%	180/1%	25/0%	305/1%	4,695/22%	2,800/13%	1,790/8%	70/0%	175/1%	0/0%	115/1%
Utilization #/%	-8%	-4%	16%	-0%	0%	-0%	-0%	-13%	-6%	14%	-0%	-0%	0%	1%
Administrative Support														
Workforce #/%	65/5%	18/1%	16/1%	1/0%	1/0%	0/0%	13/1%	645/46%	260/19%	262/19%	3/0%	9/1%	1/0%	105/8%
CLS #/%	545,420/18%	360,965/12%	121,540/4%	2,615/0%	54,520/2%	710/0%	18,680/1%	846,445/29%	665,280/22%	250,975/8%	4,820/0%	58,925/2%	1,530/0%	27,570/1%

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other
	%	%	%					%	%	%				
Utilization #/%	-14%	-11%	-3%	-0%	-2%	-0%	0%	18%	-4%	10%	0%	-1%	0%	7%
Skilled Craft														
Workforce #/%	678/66%	114/11%	95/9%	6/1%	7/1%	0/0%	22/2%	77/7%	10/1%	14/1%	2/0%	0/0%	0/0%	5/0%
CLS #/%	411,180/34%	630,835/52%	61,410/5%	2,985/0%	18,815/2%	480/0%	9,540/1%	24,135/2%	37,175/3%	7,290/1%	200/0%	4,795/0%	100/0%	870/0%
Utilization #/%	32%	-41%	4%	0%	-1%	-0%	1%	5%	-2%	1%	0%	-0%	-0%	0%
Service/Maintenance														
Workforce #/%	426/15%	214/8%	263/10%	5/0%	27/1%	1/0%	16/1%	882/32%	331/12%	498/18%	10/0%	19/1%	2/0%	71/3%
CLS #/%	553,810/17%	957,760/30%	246,010/8%	3,725/0%	48,365/2%	1,505/0%	23,490/1%	400,940/13%	667,340/21%	189,600/6%	3,270/0%	60,790/2%	1,520/0%	16,685/1%
Utilization #/%	-2%	-22%	2%	0%	-1%	-0%	-0%	19%	-9%	12%	0%	-1%	0%	2%

Significant Underutilization Chart

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other
Officials/Administrators		✓			✓				✓			✓		✓
Professionals	✓	✓			✓			✓				✓		
Technicians		✓							✓					
Protective Services: Non-sworn	✓	✓				✓	✓	✓	✓		✓	✓		
Administrative Support	✓	✓	✓		✓				✓			✓		
Skilled Craft		✓			✓				✓			✓		
Service/Maintenance	✓	✓			✓				✓			✓		

Law Enforcement Category Rank Chart

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other
Protective Services: Sworn-Patrol Officers														
Workforce #/%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%

I understand the regulatory obligation under 28 C.F.R. ~ 42.301-.308 to collect and maintain extensive employment data by race, national origin, and sex, even though our organization may not use all of this data in completing the EEO Utilization Report.

I have reviewed the foregoing EEO Utilization Report and certify the accuracy of the reported workforce data and our organization's employment policies.

Certified As Final By: Bryan Collier

TDCJ Executive Director

04-04-2024

[signature]

[title]

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