

Monterey County Sheriff's Office

Equal Opportunity Plan

2023



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Section 1

Department Head's Acknowledgment & Commitment to the 2023 Departmental Equal Opportunity Plan

The Monterey County Board of Supervisors adopted an ordinance reaffirming their long-standing commitment to providing equal opportunities for all and preventing and eliminating unlawful discrimination. The Board of Supervisors values providing an open and empathetic communication channel for County officials and employees, applicants for employment, and business relationships with the County. Through the adoption of the Nondiscrimination, Sexual Harassment, Reasonable Accommodation, and the Language Access and Effective Communication Policies, the Board of Supervisors reaffirms its expectation that each County official and employee is responsible for maintaining a workplace that is free from unlawful discrimination, harassment, and retaliation.

As Department Head, my signature below verifies the accuracy of this report and affirms my commitment to equal opportunity and civil rights, as outlined in County policies and ordinances.

DocuSigned by:

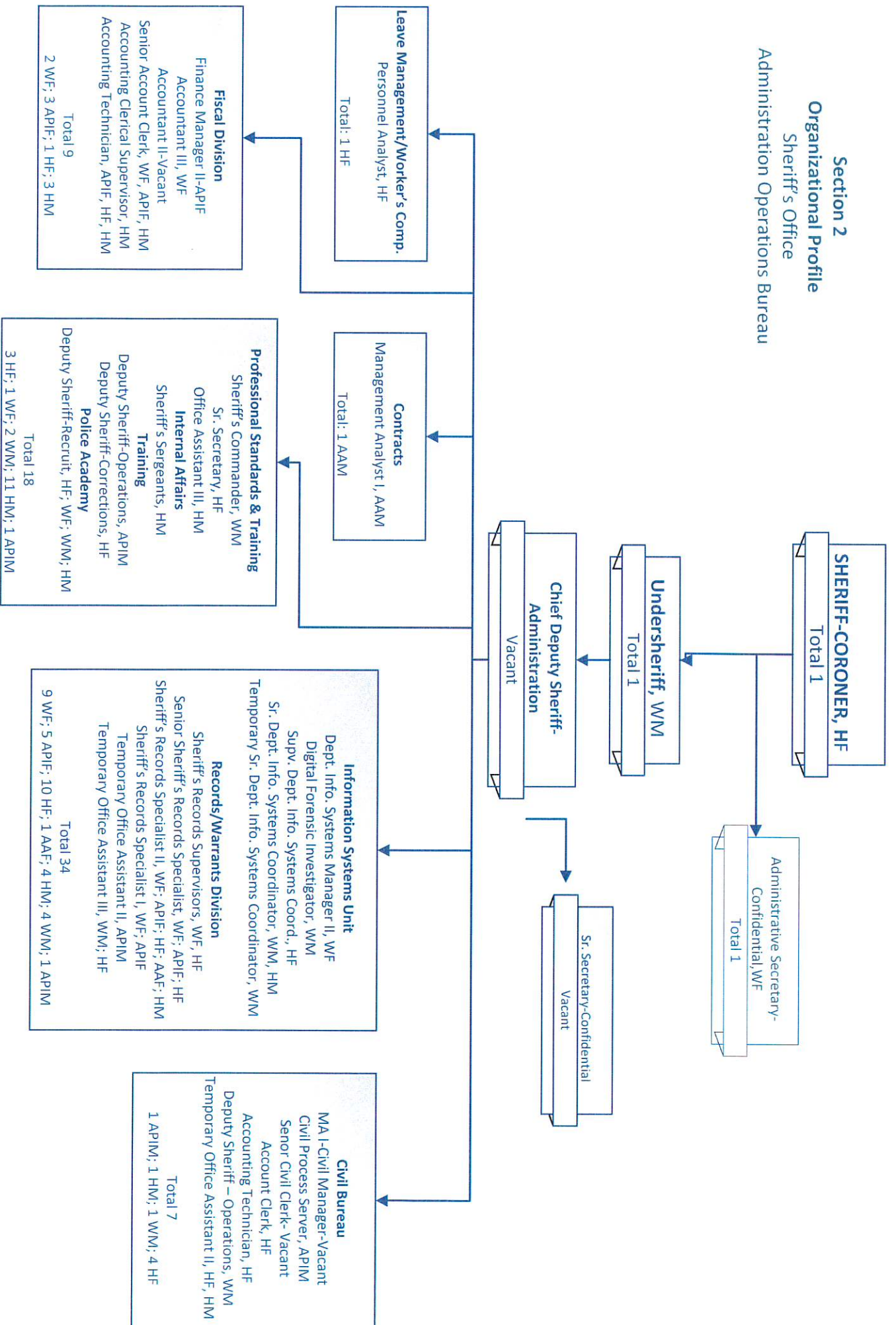
Tina M. Nieto

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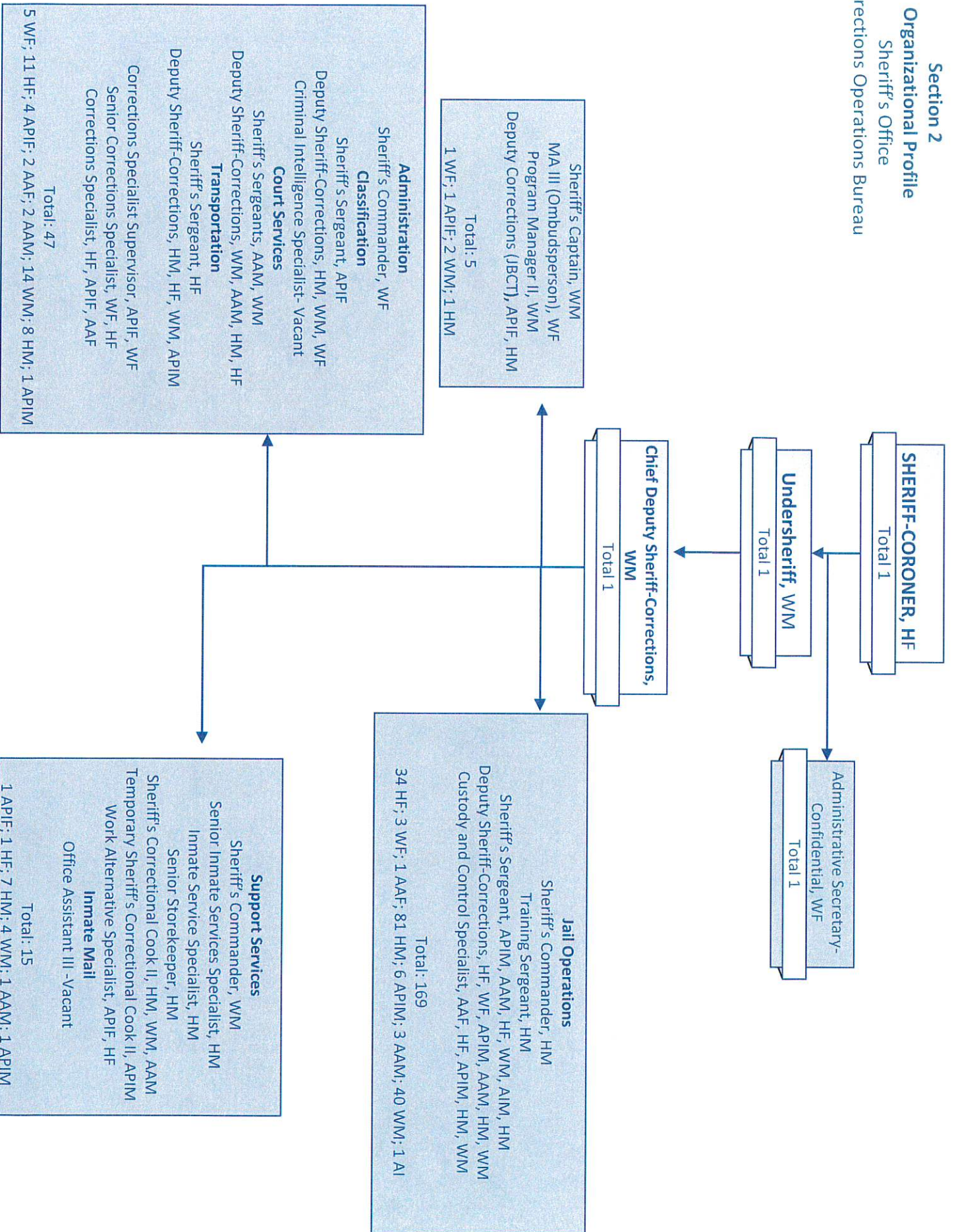
Tina M. Nieto

Sheriff-Coroner

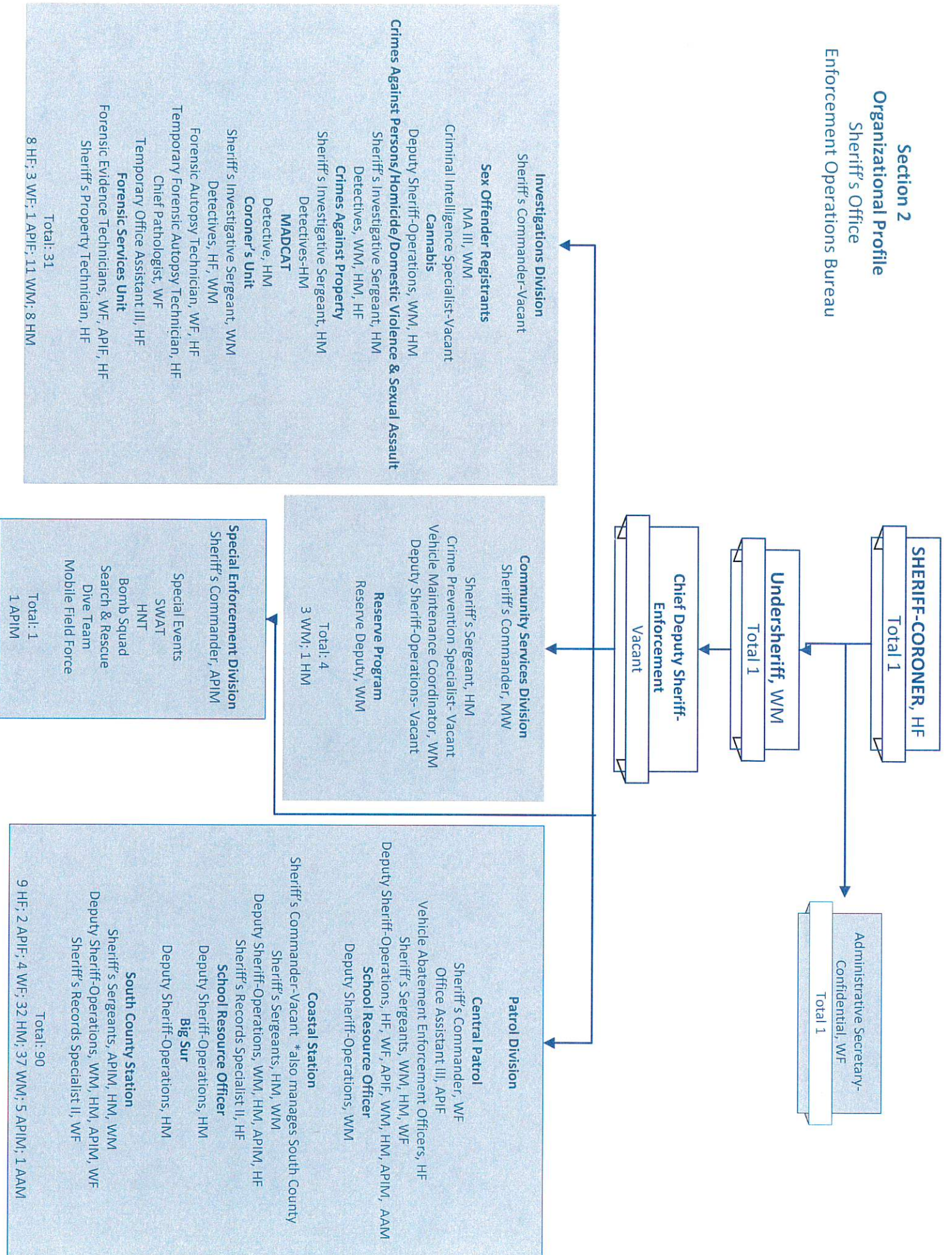
Section 2
Organizational Profile
 Sheriff's Office
 Administration Operations Bureau



Section 2
Organizational Profile
 Sheriff's Office
 Corrections Operations Bureau



Section 2
Organizational Profile
 Sheriff's Office
 Enforcement Operations Bureau

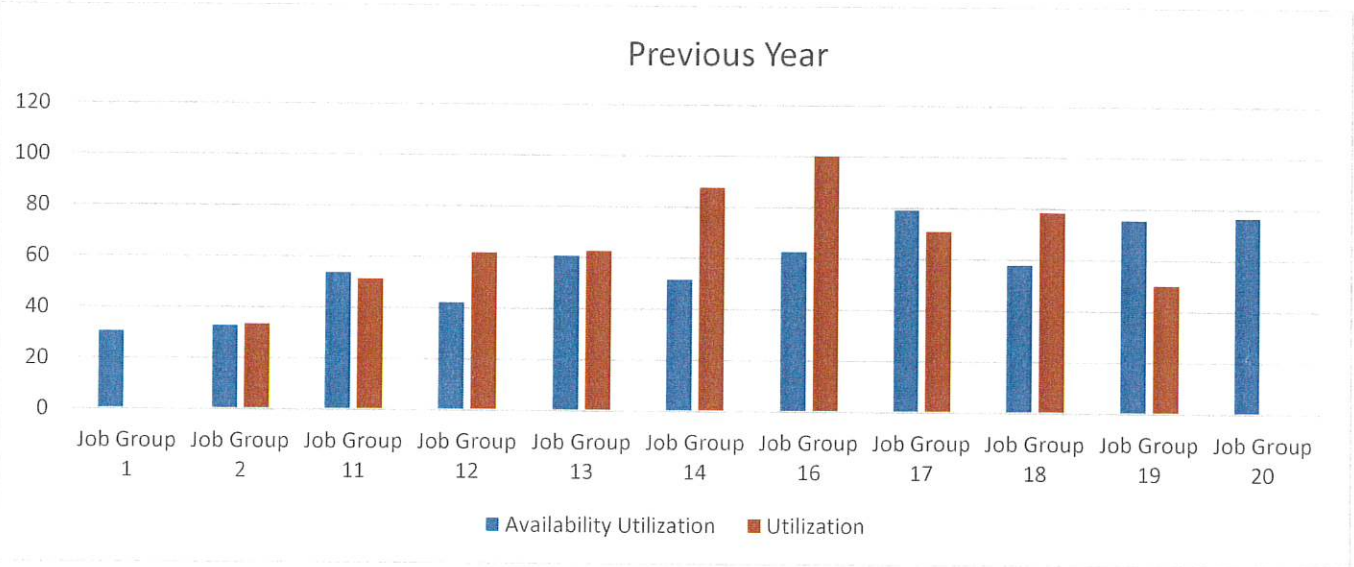
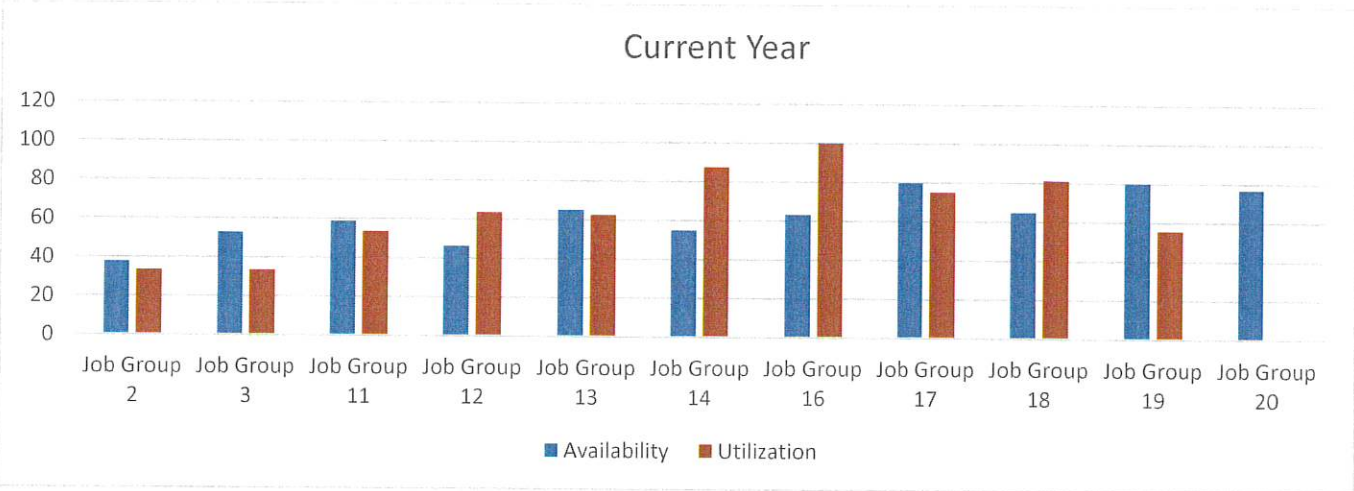


Section 3

Department's Workforce Analysis Chart (MC-HRM-EO-0003)

This is the cover sheet for this section. Place a copy of your department's workforce analysis chart here.

Graphs for all job groups on utilization/availability:



Section 4

Personnel Activity (Current Year)

Job Group: 01	New Hires		Promotions – Into Job Group		Promotions – Within Job Group		Voluntary Terminations & Retirements	
	Males	Females	Males	Females	Males	Females	Male	Females
White	1						1	
African American								
Asian/Pacific Islander								
American Indian/ Alaskan Native								
Hispanic								
TOTAL (count each person only once)	1	0	0	0	0	0	1	0
	Involuntary Terminations (Non-Probationary)		Releases During Probationary Period		Corrective Actions		Layoffs	
	Males	Females	Males	Females	Males	Females	Male	Females
White								
African American								
Asian/Pacific Islander								
American Indian/ Alaskan Native								
Hispanic								
TOTAL (count each person only once)	0	0	0	0	0	0	0	0

Section 4

Personnel Activity (Current Year)

Job Group: 02	New Hires		Promotions – Into Job Group		Promotions – Within Job Group		Voluntary Terminations & Retirements	
	Males	Females	Males	Females	Males	Females	Male	Females
White			1				2	
African American								
Asian/Pacific Islander								
American Indian/ Alaskan Native								
Hispanic								
TOTAL (count each person only once)	0	0	1	0	0	0	2	0
	Involuntary Terminations (Non-Probationary)		Releases During Probationary Period		Corrective Actions		Layoffs	
	Males	Females	Males	Females	Males	Females	Male	Females
White								
African American								
Asian/Pacific Islander								
American Indian/ Alaskan Native								
Hispanic								
TOTAL (count each person only once)	0	0	0	0	0	0	0	0

Personnel Activity (Current Year)

Job Group: 03	New Hires		Promotions – Into Job Group		Promotions – Within Job Group		Voluntary Terminations & Retirements	
	Males	Females	Males	Females	Males	Females	Male	Females
White	2						1	
African American								
Asian/Pacific Islander								1
American Indian/ Alaskan Native								
Hispanic				1				
TOTAL (count each person only once)	2	0	0	1	0	0	1	1
	Involuntary Terminations (Non-Probationary)		Releases During Probationary Period		Corrective Actions		Layoffs	
	Males	Females	Males	Females	Males	Females	Male	Females
White								
African American								
Asian/Pacific Islander								
American Indian/ Alaskan Native								
Hispanic								
TOTAL (count each person only once)	0	0	0	0	0	0	0	0

Personnel Activity (Current Year)

Job Group: 11	New Hires		Promotions – Into Job Group		Promotions – Within Job Group		Voluntary Terminations & Retirements	
	Males	Females	Males	Females	Males	Females	Male	Females
White			1				1	1
African American								
Asian/Pacific Islander			1					
American Indian/ Alaskan Native								
Hispanic								
TOTAL (count each person only once)	0	0	2	0	0	0	1	1
	Involuntary Terminations (Non-Probationary)		Releases During Probationary Period		Corrective Actions		Layoffs	
	Males	Females	Males	Females	Males	Females	Male	Females
White								
African American								
Asian/Pacific Islander								
American Indian/ Alaskan Native								
Hispanic								
TOTAL (count each person only once)	0	0	0	0	0	0	0	0

Personnel Activity (Current Year)

Job Group: 12	New Hires		Promotions – Into Job Group		Promotions – Within Job Group		Voluntary Terminations & Retirements	
	Males	Females	Males	Females	Males	Females	Male	Females
White	1						6	1
African American					1		2	
Asian/Pacific Islander	2				1		3	1
American Indian/ Alaskan Native								
Hispanic	21	1			10	1	8	
TOTAL (count each person only once)	24	1	0	0	12	1	19	2
	Involuntary Terminations (Non-Probationary)		Releases During Probationary Period		Corrective Actions		Layoffs	
	Males	Females	Males	Females	Males	Females	Male	Females
White								
African American								
Asian/Pacific Islander			1					
American Indian/ Alaskan Native								
Hispanic	1		1					
TOTAL (count each person only once)	1	0	2	0	0	0	0	0

Personnel Activity (Current Year)

Job Group: 13	New Hires		Promotions – Into Job Group		Promotions – Within Job Group		Voluntary Terminations & Retirements	
	Males	Females	Males	Females	Males	Females	Male	Females
White		1						1
African American								
Asian/Pacific Islander								
American Indian/ Alaskan Native								
Hispanic		4						4
TOTAL (count each person only once)	0	5	0	0	0	0	0	5
	Involuntary Terminations (Non-Probationary)		Releases During Probationary Period		Corrective Actions		Layoffs	
	Males	Females	Males	Females	Males	Females	Male	Females
White								
African American								
Asian/Pacific Islander								
American Indian/ Alaskan Native								
Hispanic								
TOTAL (count each person only once)	0	0	0	0	0	0	0	0

Personnel Activity (Current Year)

Job Group: 14	New Hires		Promotions – Into Job Group		Promotions – Within Job Group		Voluntary Terminations & Retirements	
	Males	Females	Males	Females	Males	Females	Male	Females
White								
African American								
Asian/Pacific Islander							1	
American Indian/ Alaskan Native								
Hispanic	1		1	1				
TOTAL (count each person only once)	1	0	1	1	0	0	1	0
	Involuntary Terminations (Non-Probationary)		Releases During Probationary Period		Corrective Actions		Layoffs	
	Males	Females	Males	Females	Males	Females	Male	Females
White								
African American								
Asian/Pacific Islander								
American Indian/ Alaskan Native								
Hispanic								
TOTAL (count each person only once)	0	0	0	0	0	0	0	0

Personnel Activity (Current Year)

Job Group: 17	New Hires		Promotions – Into Job Group		Promotions – Within Job Group		Voluntary Terminations & Retirements	
	Males	Females	Males	Females	Males	Females	Male	Females
White								
African American								
Asian/Pacific Islander		1						
American Indian/ Alaskan Native								
Hispanic		3						3
TOTAL (count each person only once)	0	4	0	0	0	0	0	3
	Involuntary Terminations (Non-Probationary)		Releases During Probationary Period		Corrective Actions		Layoffs	
	Males	Females	Males	Females	Males	Females	Male	Females
White								
African American								
Asian/Pacific Islander								
American Indian/ Alaskan Native								
Hispanic								
TOTAL (count each person only once)	0	0	0	0	0	0	0	0

Personnel Activity (Current Year)

Job Group: 18	New Hires		Promotions – Into Job Group		Promotions – Within Job Group		Voluntary Terminations & Retirements	
	Males	Females	Males	Females	Males	Females	Male	Females
White	1	1	2			1		2
African American								
Asian/Pacific Islander		1					1	2
American Indian/ Alaskan Native								
Hispanic	6	8	1				1	6
TOTAL (count each person only once)	7	10	3	0	0	1	2	10
	Involuntary Terminations (Non-Probationary)		Releases During Probationary Period		Corrective Actions		Layoffs	
	Males	Females	Males	Females	Males	Females	Male	Females
White								
African American								
Asian/Pacific Islander								
American Indian/ Alaskan Native								
Hispanic		1	1					
TOTAL (count each person only once)	0	1	1	0	0	0	0	0

Personnel Activity (Current Year)

Job Group: 19	New Hires		Promotions – Into Job Group		Promotions – Within Job Group		Voluntary Terminations & Retirements	
	Males	Females	Males	Females	Males	Females	Male	Females
White							1	
African American							1	
Asian/Pacific Islander								
American Indian/ Alaskan Native								
Hispanic								
TOTAL (count each person only once)	0	0	0	0	0	0	2	0
	Involuntary Terminations (Non-Probationary)		Releases During Probationary Period		Corrective Actions		Layoffs	
	Males	Females	Males	Females	Males	Females	Male	Females
White								
African American								
Asian/Pacific Islander								
American Indian/ Alaskan Native								
Hispanic								
TOTAL (count each person only once)	0	0	0	0	0	0	0	0

Personnel Activity (Previous Year)

Job Group: 11	New Hires		Promotions – Into Job Group		Promotions – Within Job Group		Voluntary Terminations & Retirements	
	Males	Females	Males	Females	Males	Females	Male	Females
White								1
African American								
Asian/Pacific Islander								
American Indian/ Alaskan Native								
Hispanic							1	1
TOTAL (count each person only once)	0	0	0	0	0	0	1	2
	Involuntary Terminations (Non-Probationary)		Releases During Probationary Period		Corrective Actions		Layoffs	
	Males	Females	Males	Females	Males	Females	Male	Females
White								
African American								
Asian/Pacific Islander								
American Indian/ Alaskan Native								
Hispanic								
TOTAL (count each person only once)	0	0	0	0	0	0	0	0

Personnel Activity (Previous Year)

Job Group: 12	New Hires		Promotions – Into Job Group		Promotions – Within Job Group		Voluntary Terminations & Retirements	
	Males	Females	Males	Females	Males	Females	Male	Females
White	3				5	2	11	1
African American	2						2	
Asian/Pacific Islander	1				1			
American Indian/ Alaskan Native								
Hispanic	16	2	2		12	3	12	4
TOTAL (count each person only once)	22	2	2	0	18	5	25	5
	Involuntary Terminations (Non-Probationary)		Releases During Probationary Period		Corrective Actions		Layoffs	
	Males	Females	Males	Females	Males	Females	Male	Females
White					3			
African American								
Asian/Pacific Islander								
American Indian/ Alaskan Native								
Hispanic	1				7	1		
TOTAL (count each person only once)	1	0	0	0	10	1	0	0

Personnel Activity (Previous Year)

Job Group: 13	New Hires		Promotions – Into Job Group		Promotions – Within Job Group		Voluntary Terminations & Retirements	
	Males	Females	Males	Females	Males	Females	Male	Females
White			1					1
African American								
Asian/Pacific Islander		1						
American Indian/ Alaskan Native								
Hispanic		3						1
TOTAL (count each person only once)	0	4	1	0	0	0	0	2
	Involuntary Terminations (Non-Probationary)		Releases During Probationary Period		Corrective Actions		Layoffs	
	Males	Females	Males	Females	Males	Females	Male	Females
White						1		
African American								
Asian/Pacific Islander								
American Indian/ Alaskan Native								
Hispanic								
TOTAL (count each person only once)	0	0	0	0	0	1	0	0

Personnel Activity (Previous Year)

Job Group: 14	New Hires		Promotions – Into Job Group		Promotions – Within Job Group		Voluntary Terminations & Retirements	
	Males	Females	Males	Females	Males	Females	Male	Females
White	1	2					1	
African American	1							
Asian/Pacific Islander	1							
American Indian/ Alaskan Native								
Hispanic	5	5			1	1		
TOTAL (count each person only once)	8	7	0	0	1	1	1	0
	Involuntary Terminations (Non-Probationary)		Releases During Probationary Period		Corrective Actions		Layoffs	
	Males	Females	Males	Females	Males	Females	Male	Females
White								
African American								
Asian/Pacific Islander								
American Indian/ Alaskan Native								
Hispanic								
TOTAL (count each person only once)	0	0	0	0	0	0	0	0

Personnel Activity (Previous Year)

Job Group: 17	New Hires		Promotions – Into Job Group		Promotions – Within Job Group		Voluntary Terminations & Retirements	
	Males	Females	Males	Females	Males	Females	Male	Females
White								2
African American								1
Asian/Pacific Islander		1		1		1		2
American Indian/ Alaskan Native								
Hispanic		1		1				2
TOTAL (count each person only once)	0	2	0	2	0	1	0	7
	Involuntary Terminations (Non-Probationary)		Releases During Probationary Period		Corrective Actions		Layoffs	
	Males	Females	Males	Females	Males	Females	Male	Females
White								
African American								
Asian/Pacific Islander								
American Indian/ Alaskan Native								
Hispanic								
TOTAL (count each person only once)	0	0	0	0	0	0	0	0

Personnel Activity (Previous Year)

Job Group: 18	New Hires		Promotions – Into Job Group		Promotions – Within Job Group		Voluntary Terminations & Retirements	
	Males	Females	Males	Females	Males	Females	Male	Females
White		1				2	2	3
African American							1	1
Asian/Pacific Islander		1						
American Indian/ Alaskan Native								
Hispanic		3	1				1	2
TOTAL (count each person only once)	0	5	1	0	0	2	4	6
	Involuntary Terminations (Non-Probationary)		Releases During Probationary Period		Corrective Actions		Layoffs	
	Males	Females	Males	Females	Males	Females	Male	Females
White				1				
African American								
Asian/Pacific Islander								
American Indian/ Alaskan Native								
Hispanic			1					
TOTAL (count each person only once)	0	0	1	1	0	0	0	0

Personnel Activity (Previous Year)

Job Group: 19	New Hires		Promotions – Into Job Group		Promotions – Within Job Group		Voluntary Terminations & Retirements	
	Males	Females	Males	Females	Males	Females	Male	Females
White								
African American								
Asian/Pacific Islander								
American Indian/ Alaskan Native	1							
Hispanic	1				1			
TOTAL (count each person only once)	2	0	0	0	1	0	0	0
	Involuntary Terminations (Non-Probationary)		Releases During Probationary Period		Corrective Actions		Layoffs	
	Males	Females	Males	Females	Males	Females	Male	Females
White								
African American								
Asian/Pacific Islander								
American Indian/ Alaskan Native								
Hispanic								
TOTAL (count each person only once)	0	0	0	0	0	0	0	0

Section 5

Recruitment – Data (Current Year)

(Please include information for each underutilized job group. Please include information about the department’s challenges in recruiting a diverse and qualified applicant pool.)

Job Group:13	Applicants		Applicants Who Met Minimum Qualifications (Initial Screening)		Applicants Placed on Eligible List		Applicants Interviewed		Applicant Hired for the Position	
	Males	Females	Males	Females	Males	Females	Males	Females	Males	Females
White	4	3	3	3	3	3	3	1		
African American	1	2		1		1				
Asian/Pacific Islander		3		2		2				
American Indian/Alaskan Native	2		1		1					
Hispanic	3	9	2	5	2	5	1	1		
TOTAL (count each person once only)	10	17	6	11	6	11	4	2	0	Still in back-ground

Job Group:	Application Screeners (SMEs)		Interview/Oral Board Panelists		Targeted outreach locations that received the job announcement and discuss any challenges
	Males	Females	Males	Females	
White					Email sent to 230-SheriffEveryone; used Civil Rights database to target multiple demographics and organizations; HRD and department social media platforms; CalJobs; Handshake (All Colleges and Universities); Indeed; CA State Sheriff’s Association; and an advertising campaign ran from April 18, 2023 through January 29, 2023 with KION that broadcasted in Monterey, Santa Cruz, and San Benito Counties and the digital campaign that ran a 20-mile radius in Monterey, Salinas, Greenfield, Santa Cruz, Gilroy, Fresno, Merced, and Modesto Counties.
African American					
Asian/Pacific Islander			1		
American Indian/Alaskan Native					
Hispanic		2	1	1	
TOTAL (count each person once only)	0	2	2	1	

Section 5

Recruitment – Data (Current Year)

(Please include information for each underutilized job group. Please include information about the department's challenges in recruiting a diverse and qualified applicant pool.)

Job Group: 13	Applicants		Applicants Who Met Minimum Qualifications (Initial Screening)		Applicants Placed on Eligible List		Applicants Interviewed		Applicant Hired for the Position	
	Males	Females	Males	Females	Males	Females	Males	Females	Males	Females
White	9	12	5	8	5	8	1	2		1
African American	2		2		2					
Asian/Pacific Islander	3	2		1		1				
American Indian/Alaskan Native										
Hispanic	5	18	1	9	1	9	1	6		1
TOTAL (count each person once only)	19	32	8	18	8	18	2	8	0	2

Job Group:	Application Screeners (SMEs)		Interview/Oral Board Panelists		Targeted outreach locations that received the job announcement and discuss any challenges
	Males	Females	Males	Females	
White		1		2	Email sent to 230-SheriffEveryone; used Civil Rights database to target multiple demographics and organizations; HRD and department social media platforms; CalJobs; Spartajobs; Craig's list; Indeed.com; Governmentjobs.com; CA State Crime Intelligence Program; San Jose State University - Forensic and Justice Studies; ACJA-LAE; an advertising campaign ran from April 18, 2023 through January 29, 2023 with KION that broadcasted in Monterey, Santa Cruz, and San Benito Counties and the digital campaign that ran a 20-mile radius in Monterey, Salinas, Greenfield, Santa Cruz, Gilroy, Fresno, Merced, and Modesto Counties.
African American					
Asian/Pacific Islander		1	1		
American Indian/Alaskan Native					
Hispanic					
TOTAL (count each person once only)	0	2	1	2	

Section 5

Recruitment – Data (Current Year)

(Please include information for each underutilized job group. Please include information about the department’s challenges in recruiting a diverse and qualified applicant pool.)

Job Group:17	Applicants		Applicants Who Met Minimum Qualifications (Initial Screening)		Applicants Placed on Eligible List		Applicants Interviewed		Applicant Hired for the Position	
	Males	Females	Males	Females	Males	Females	Males	Females	Males	Females
White										
African American										
Asian/Pacific Islander		2		2		2		2		1
American Indian/ Alaskan Native										
Hispanic		2								
TOTAL (count each person once only)	0	4	0	2	0	2	0	2	0	1

Job Group:	Application Screeners (SMEs)		Interview/Oral Board Panelists		Targeted outreach locations that received the job announcement and discuss any challenges
	Males	Females	Males	Females	
White	1			1	Recruitment was a promotion only. Email sent to 230-SheriffEveryone; HRD and department social media platforms; an advertising campaign ran from April 18, 2023 through January 29, 2023 with KION that broadcasted in Monterey, Santa Cruz, and San Benito Counties and the digital campaign that ran a 20-mile radius in Monterey, Salinas, Greenfield, Santa Cruz, Gilroy, Fresno, Merced, and Modesto Counties.
African American			1		
Asian/Pacific Islander				1	
American Indian/ Alaskan Native					
Hispanic		1			
TOTAL (count each person once only)	1	1	1	2	

Recruitment – Data (Previous Year)

(Please include information for each underutilized job group. Please include information about the department's challenges in recruiting a diverse and qualified applicant pool.)

Job Group: 03	Applicants		Applicants Who Met Minimum Qualifications (Initial Screening)		Applicants Placed on Eligible List		Applicants Interviewed		Applicant Hired for the Position	
	Males	Females	Males	Females	Males	Females	Males	Females	Males	Females
White	8	15	8	14	8	14	4	5	1	1
African American	1		1		1		1			
Asian/Pacific Islander		5		5		5		4		
American Indian/Alaskan Native	1	2	1	2	1	2	1	1		
Hispanic	7	22	3	17	3	17	1	8		1
TOTAL (count each person once only)	17	44	13	38	13	38	7	18	1	2

Job Group:	Application Screeners (SMEs)		Interview/Oral Board Panelists		Targeted outreach locations that received the job announcement and discuss any challenges
	Males	Females	Males	Females	
White	1		2	2	Invited applicants from previous eligible lists to reapply; County and department social media platforms; email sent to 230-SheriffEveryone; used Civil Rights data base to target multiple demographics and organizations; Peace Officer Standards and Training website; Government Jobs.com; CalJobs; Handshake (all colleges); Indeed. Note: recruitment opened for three departments. Eligible list used to fill multiple vacancies throughout the County.
African American					
Asian/Pacific Islander					
American Indian/Alaskan Native					
Hispanic		1	2		
TOTAL (count each person once only)	1	1	2	1	

Section 5

Recruitment – Data (Previous Year)

(Please include information for each underutilized job group. Please include information about the Department’s challenges in recruiting a diverse and qualified applicant pool.)

Job Group: 11	Applicants		Applicants Who Met Minimum Qualifications (Initial Screening)		Applicants Placed on Eligible List		Applicants Interviewed		Applicant Hired for the Position	
	Males	Females	Males	Females	Males	Females	Males	Females	Males	Females
White	4		4		3					
African American	1		1		1					
Asian/Pacific Islander	1		1							
American Indian/Alaskan Native										
Hispanic	7	1	7	1	6	1				
TOTAL (count each person once only)	13	1	13	1	10	1	0	0	0	0

Job Group:	Application Screeners (SMEs)		Interview/Oral Board Panelists		Targeted outreach locations that received the job announcement and discuss any challenges
	Males	Females	Males	Females	
White		1	1	1	Post, advertise, and email all feeder groups within the Sheriff’s Office; Posting on the County’s and Sheriff’s website; Sent email to all Sheriff’s Office employees in the above feeder groups, announcing the recruitment during shift briefings, and meetings, sending recruitment flyers to all employees in the feeder groups on a leave of absence.
African American			1		
Asian/Pacific Islander	1				
American Indian/Alaskan Native					
Hispanic					
TOTAL (count each person once only)	1	1	2	1	Promotional only recruitment to establish an eligible list. Final selection not conducted since no current vacancy.

Section 5

Recruitment – Data (Previous Year)

(Please include information for each underutilized job group. Please include information about the Department’s challenges in recruiting a diverse and qualified applicant pool.)

Job Group: 11	Applicants		Applicants Who Met Minimum Qualifications (Initial Screening)		Applicants Placed on Eligible List		Applicants Interviewed		Applicant Hired for the Position	
	Males	Females	Males	Females	Males	Females	Males	Females	Males	Females
White	4	1	4	1	3		1		1	
African American										
Asian/Pacific Islander	2		2		2		2		1	
American Indian/Alaskan Native										
Hispanic	6	1	6	1	4	1	2			
TOTAL (count each person once only)	12	2	12	2	9	1	5	0	2	0

Job Group:	Application Screeners (SMEs)		Interview/Oral Board Panelists		Targeted outreach locations that received the job announcement and discuss any challenges
	Males	Females	Males	Females	
White				1	Post, advertise, and email all feeder groups within the Sheriff’s Office; Posting on the County’s and Sheriff’s website; Sent email to all Sheriff’s Office employees in the above feeder groups, announcing the recruitment during shift briefings, and meetings, sending recruitment flyers to all employees in the feeder groups on a leave of absence.
African American			1		
Asian/Pacific Islander			1		
American Indian/Alaskan Native					
Hispanic	1	1			
TOTAL (count each person once only)	1	1	2	1	Promotional only recruitment to establish an eligible list.

Section 5

Recruitment – Data (Previous Year)

(Please include information for each underutilized job group. Please include information about the Department’s challenges in recruiting a diverse and qualified applicant pool.)

Job Group: 13	Applicants		Applicants Who Met Minimum Qualifications (Initial Screening)		Applicants Placed on Eligible List		Applicants Interviewed		Applicant Hired for the Position	
	Males	Females	Males	Females	Males	Females	Males	Females	Males	Females
White	2	9	2	6		1		1		
African American	2		1							
Asian/Pacific Islander	2	2	1	1						
American Indian/Alaskan Native		1								
Hispanic	12	11	8	10	1	3	1	3		1
TOTAL (count each person once only)	18	23	12	17	1	4	1	4	0	1

Job Group:	Application Screeners (SMEs)		Interview/Oral Board Panelists		Targeted outreach locations that received the job announcement and discuss any challenges
	Males	Females	Males	Females	
White			1		<p>County and department social media platforms; email sent to 230-SheriffEveryone; used Civil Rights database to target multiple demographics and organizations.</p> <p>Candidates passing a thorough background check has always been a challenge for the department.</p>
African American					
Asian/Pacific Islander					
American Indian/Alaskan Native					
Hispanic	1	1	1	1	
TOTAL (count each person once only)	1	1	2	1	

Section 5

Recruitment – Data (Previous Year)

(Please include information for each underutilized job group. Please include information about the Department’s challenges in recruiting a diverse and qualified applicant pool.)

Job Group: 13	Applicants		Applicants Who Met Minimum Qualifications (Initial Screening)		Applicants Placed on Eligible List		Applicants Interviewed		Applicant Hired for the Position	
	Males	Females	Males	Females	Males	Females	Males	Females	Males	Females
White	15	21	9	14	9	14	5	12		1
African American	6	3	3	1	3	1	3	1		
Asian/Pacific Islander	1	3	1	1	1	1		1		
American Indian/Alaskan Native	1		1		1		1			
Hispanic	21	18	8	11	8	11	7	8		
TOTAL (count each person once only)	44	45	22	27	22	27	16	22	0	1

Job Group:	Application Screeners (SMEs)		Interview/Oral Board Panelists		Targeted outreach locations that received the job announcement and discuss any challenges
	Males	Females	Males	Females	
White		1	2	2	Email sent to 230-SheriffEveryone; used Civil Rights database to target multiple demographics and organizations. 2 declined the job offer and candidates passing a thorough background check has always been a challenge for the department. Note: Candidate pending start date in June upon completing current military training obligation.
African American					
Asian/Pacific Islander					
American Indian/Alaskan Native					
Hispanic	1		2		
TOTAL (count each person once only)	1	1	2	2	

Section 5 Recruitment – Data (Previous Year)

(Please include information for each underutilized job group. Please include information about the Department’s challenges in recruiting a diverse and qualified applicant pool.)

Job Group: 13	Applicants		Applicants Who Met Minimum Qualifications (Initial Screening)		Applicants Placed on Eligible List		Applicants Interviewed		Applicant Hired for the Position	
	Males	Females	Males	Females	Males	Females	Males	Females	Males	Females
White	40	94	7	19	7	19	2	10		
African American	17	17	2	3	2	3		1		
Asian/Pacific Islander	8	16	1	2	1	2		2		
American Indian/Alaskan Native	1	2								
Hispanic	34	64	6	18	6	18	2	9		2
TOTAL (count each person once only)	100	193	16	42	16	42	4	22	0	2

Job Group:	Application Screeners (SMEs)		Interview/Oral Board Panelists		Targeted outreach locations that received the job announcement and discuss any challenges
	Males	Females	Males	Females	
White		1	1	1	Department social media platforms; email sent to 230-SheriffEveryone; used Civil Rights database to target multiple demographics and organizations; Government Jobs.com. 147 applications did not get screened due to position being filled after priority screen date.
African American					
Asian/Pacific Islander					
American Indian/Alaskan Native					
Hispanic		1	1		
TOTAL (count each person once only)	0	2	2	1	

Section 5

Recruitment – Data (Previous Year)

(Please include information for each underutilized job group. Please include information about the Department's challenges in recruiting a diverse and qualified applicant pool.)

Job Group: 17	Applicants		Applicants Who Met Minimum Qualifications (Initial Screening)		Applicants Placed on Eligible List		Applicants Interviewed		Applicant Hired for the Position	
	Males	Females	Males	Females	Males	Females	Males	Females	Males	Females
White		4		3		3		3		
African American										
Asian/Pacific Islander	2	2	1	1	1	1	1	1		1
American Indian/Alaskan Native										
Hispanic	2	2	1		1		1			
TOTAL (count each person once only)	4	8	2	4	2	4	2	4	0	1

Job Group:	Application Screeners (SMEs)		Interview/Oral Board Panelists		Targeted outreach locations that received the job announcement and discuss any challenges
	Males	Females	Males	Females	
White	1			2	County and department social media platforms; email sent to 230-SheriffEveryone; used Civil Rights database to target multiple demographics and organizations.
African American					
Asian/Pacific Islander					
American Indian/Alaskan Native					
Hispanic		1		1	
TOTAL (count each person once only)	1	1	0	3	

Section 5 Recruitment – Data (Previous Year)

(Please include information for each underutilized job group. Please include information about the Department’s challenges in recruiting a diverse and qualified applicant pool.)

Job Group:17	Applicants		Applicants Who Met Minimum Qualifications (Initial Screening)		Applicants Placed on Eligible List		Applicants Interviewed		Applicant Hired for the Position	
	Males	Females	Males	Females	Males	Females	Males	Females	Males	Females
White	10	8	7	7	7	7				
African American	3		2		2					
Asian/Pacific Islander	6	2	5	2	5	2				
American Indian/ Alaskan Native										
Hispanic	21	40	14	26	14	26				
TOTAL (count each person once only)	40	50	28	35	28	35	0	0	0	0

Job Group:	Application Screeners (SMEs)		Interview/Oral Board Panelists		Targeted outreach locations that received the job announcement and discuss any challenges
	Males	Females	Males	Females	
White			2		County social media platforms; used Civil Rights database to target multiple demographics and organizations to include veterans and people with disabilities; and email sent to 230-SheriffEveryone. Note: interviews scheduled 3/24/22.
African American					
Asian/Pacific Islander					
American Indian/ Alaskan Native					
Hispanic		1		1	
TOTAL (count each person once only)	0	2	2	1	

Section 5 Recruitment – Data (Previous Year)

(Please include information for each underutilized job group. Please include information about the Department’s challenges in recruiting a diverse and qualified applicant pool.)

Job Group: 19	Applicants		Applicants Who Met Minimum Qualifications (Initial Screening)		Applicants Placed on Eligible List		Applicants Interviewed		Applicant Hired for the Position	
	Males	Females	Males	Females	Males	Females	Males	Females	Males	Females
White	2		2		2		1			
African American	1	2	1	2	1	2	1	2		
Asian/Pacific Islander	4	1	3	1	3	1	2	1		
American Indian/ Alaskan Native										
Hispanic	10	6	9	3	9	3	6	2		
TOTAL (count each person once only)	17	9	15	6	15	6	10	5	0	0

Job Group:	Application Screeners (SMEs)		Interview/Oral Board Panelists		Targeted outreach locations that received the job announcement and discuss any challenges
	Males	Females	Males	Females	
White				1	Email sent to 230-SheriffEveryone; used Civil Rights database to target multiple demographics and organizations. Note: top candidate completing Personal History Statement.
African American					
Asian/Pacific Islander					
American Indian/ Alaskan Native		1			
Hispanic	1		1		
TOTAL (count each person once only)	1	1	2	1	

Section 6

Action-Oriented Programs

(Under the County's Equal Opportunity Plan
Chapter 5: Designation of Responsibility)

Recruitment

What collaborative relationships has your department established with community groups and stakeholders? How have these relationships supported the department's recruitment efforts? *Sheriff Nieto took office on December 30, 2022. The Sheriff's Office is initiating efforts to increase engagement with community groups and stakeholders across the County. Community forums, meetings, meet and greets will be expanded to develop a stronger relationship with the community. Increased use of social media will be a focal point of engagement. The development of a formal recruitment team comprised of departmental personnel is underway which will utilize our greatest recruiting asset, our current employees, to find the personnel of the future. In addition, a focal point of our recruiting efforts will be to ensure the organization is representative of the demographics of our community.*

Personnel will expand our recruiting reach to neighboring regions targeting police academies within our geographic sphere of influence. We will work within our personnel base to provide growth opportunities within the organization for current employees.

How many selective certification waivers did your department request last year? How many were granted and why? *One waiver requested and granted as the feeder groups contain majority minority representation.*

Hiring

What selection criteria does the department use in the fit interview? *The department utilizes a candidate's qualifications and experience specific to the job classification they are applying for as criteria for selection. In addition, applicants to the Sheriff's Office must participate in a thorough background investigation in which criminal behavior, employment history, narcotics use, and ethics are considered. For sworn staff positions the background investigation elements are regulated by ten (10) job dimensions*

identified by the California Commission on Peace Officer Standards and Training (POST). In past years the organization adjusted its physical fitness testing entry standard which has increased the volume of applicants to move forward in the testing process. This allows applicants selected to attend the academy to develop their skills through the academy to meet the requisite POST standards.

How does your department ensure diversity on panels of screeners and interviewer panelists? *We work with our embedded Human Resource Department personnel to ensure our panels meet County of Monterey standards.*

What training or information is given to screeners and interview panelists to help minimize bias in decision-making? *Screeners and panel members attend a 20-minute bias training offered by the Civil Rights Office for underutilized job groups. In addition, the departmental HR Professional meets with the panel/screeners to provide an overview of the process and rating pitfalls. The Professional Standards Unit Commander conducts promotion training to assist personnel interested in promoting.*

Promotion to higher ranks or higher levels comes from lower rank positions. In order to promote women and people of color to positions, it is necessary to fill the lower positions with people of color and women. This has been accomplished over the past few years and will continue to allow for greater opportunity of people of color and women to promote to higher level ranks. Recruiting will become more effective as the organization gains more representation of people of color and women in its ranks.

Promotions

What processes, procedures, or systems have been implemented in your department to support protected groups moving into senior job classifications beyond regular career progression (e.g., training, leadership development, mentoring, etc.)? How effective have these initiatives been in supporting promotional opportunities for women and people of color? *The Sheriff's Office will be implementing training protocols to ensure staff meet or exceed the minimum POST or STC standards for employee training. In addition, training targeting leadership development will be brought forward. Increased recruitment efforts toward people of color and women will also afford greater opportunity to promote more personnel from protected classes.*

How does your department utilize performance evaluations to assess employees' commitment to building a diverse and inclusive workforce? How is this commitment considered when considering employees for promotional opportunities? *A recent review*

of performance evaluations for the period of time prior to Sheriff Nieto taking office on December 30, 2022 found they were not completed in accordance with departmental policy. Immediate steps have been undertaken to ensure all employees receive their performance evaluations this year and every year thereafter. Performance evaluations are critical in providing feedback for the development of employees. These evaluations do not consider race or gender and are focused on performance tied to defined evaluation categories. During future promotional opportunities a review of an employee's personnel file and recent performance evaluations will be conducted.

Retention and Inclusion

What data collection procedures/tools have you implemented to track the turnover rate for protected groups? *Employees participate in an exit interview where each is asked a consistent set of questions. The employees' responses are reviewed by command staff. Policy changes are sometimes made based on the information received.*

What does the data show regarding turnover rates of protected groups compared to your department's general population? *We have not seen any differences. Most employees separate employment with service retirement or industrial disability retirement. Some voluntarily resign to work for other law enforcement agencies or County departments that offer a higher salary. Protected groups are consistent with non-protected groups.*

Based on the data collected, what are the negative and positive trends you have found, and how will you act on them? *Recruitment continues on a downward trend for peace officers statewide. Many agencies feel that the leading factors are the bad political climate for law enforcement agencies and the decline in public support.*

What steps has the department taken to ensure lactation accommodations for all its employees? *Lactation stations are established in the Public Safety Building and Jail.*

What is the department's practice when an employee requests an accommodation? *The departmental HR Analyst invites the employee and engages in the interactive process to discuss accommodation options.*

Does the department conduct exit interviews? *Yes* If so, what do you do with the answers to promote diversity and inclusion? If not, what alternative methods do you use to collect information regarding reasons for separation? *The organization does complete exit interviews. The information is reviewed by Human Resources personnel and executive staff. Information mined during the interviews is utilized to conduct review of department practices and evaluate policy change as needed.*

What has been the greatest success/es regarding inclusiveness in your department? *The department enjoys a highly diverse applicant pool for entry-level jobs. As the diversity in the line live position remains high, it increases the diversity of the candidate pool for supervisory and management positions.*

What opportunities for improvement have you found, and how will you address them? *The organization needs to improve significantly in its recruitment on female applicants for sworn positions. We will be working with Human Resources to develop focused efforts to increase our female sworn applicant pool.*

Section 7

Accomplishments and Resource Needs

Please highlight your department's successes in achieving a diverse workforce in this section. Describe your department's assessment of resource needs from the Civil Rights Office. Please share any suggestions and recommendations for improvement you can offer regarding current policies and procedures. Feel free to use examples or specify by job group.

Please include your department's current compliance rates with the required training from the Civil Rights Office. All employees must complete the Harassment and Discrimination Prevention Training and the Civil Rights Training every two years.

Harassment & Discrimination Prevention Training	Total Number of Employees	# of Employees who Completed Training	Percentage of Employees Completed Training
Supervisors/Managers	58	53	91.41
Employees (non-supervisor/non-manager)	374	355	94.92
Totals	432	432	

Civil Rights Training	Total Number of Employees	# of Employees who Completed Training	Percentage of Employees Completed Training
Supervisors/Managers	58	55	94.83
Employees (non-supervisor/non-manager)	374	337	90.11
Totals	432		

Section 8

Follow-Up Requested by the Commission

Please discuss any follow-up requested by the Commission during past years' presentations on the Departmental Equal Opportunity Plan in this section. Follow-up may occur via action, memorandum, or additional presentation to the Commission.

Section 9

Title VI of the Civil Rights Act Implementation*
Data Based on Prior Administration Report

	Requirement	Implementation Notes (explain how your department fulfilled or plans to fulfill this requirement. Also include outcomes of the implementation if applicable)	Completed (Y/N)	Completion Date (include actual completion dates and expected completion dates for requirements not yet completed)
General	Title VI notice at public counters		Yes	Completed during prior administration.
	Internal process to forward discrimination complaints to Civil Rights Office		Yes	Completed during prior administration.
	Nonstandard contracts include a nondiscrimination clause		Yes	Completed during prior administration.
	Data is collected on the ethnicity and language of the people served	Data is collected for contacts requiring reports.	Yes	Completed during prior administration.
Language Access	Departmental language assessment completed		Yes	Completed during prior administration.
	Vital documents translated into Spanish	Not implemented fully	No	12/31/23
	Website – minimize PDFs. When using PDFs, include a Spanish version	Not implemented fully	No	12/31/23
	Procedures and budget for the use of interpretation and translation services		Yes	Completed during prior administration.

	Communication services for people who are deaf or hard of hearing		No	12/31/23
	Public voicemails in English and Spanish		Yes	Completed during prior administration.
	Public counters: language charts available		Yes	Completed during prior administration.
	Public counters: all signage in English and Spanish	Not fully implemented	No	12/31/23
	Public counters: procedures to have bilingual staff available		Yes	Completed during prior administration.
Community Engagement	Projects, programs, policies, and services reflect County stakeholders and are sensitive to diverse demographic backgrounds		Yes	Completed during prior administration.
	Analyzed potential disproportionate adverse human health or environmental effects on communities of color, tribal communities, or others underrepresented in the public process		Yes	Completed during prior administration.
	Considerations taken to ensure equitable engagement		Yes	Completed during prior administration.
	Key community engagement contacts established		Yes	Completed during prior administration.

* The County's [Title VI of the Civil Rights Act Implementation Plan](#) includes a general overview of how the County of Monterey will comply with requirements pertaining to Title VI of the Civil Right Act of 1964. Learn about the County's Title VI Plan by following the link.