

Equal Employment Opportunity Plan

Policy Statement

In order to provide equal employment and advancement opportunities to all individuals, employment decisions of the County of Fulton will be based on merit, qualifications, and abilities. The County of Fulton does not discriminate in employment opportunities or practices on the basis of race, color, religion, sex, national origin, age, disability, or genetic information.

Responsibilities:

The Chief Clerk is designated as the Equal Employment Opportunity Officer. Supervisors are expected to comply with EEO policies and employees are expected to conduct themselves in a manner consistent with EEO policies.

EEO Questions and Concerns:

Any individual that has questions about employment discrimination within the County government is encouraged to bring the question or concern to the attention of the Chief Clerk or HR Administrator. Any employee found to be engaging in any type of unlawful discrimination will be subject to disciplinary action, up to and including termination of employment.

Complaint Procedure:

Any individual who feels that the County government has engaged in employment discrimination should contact the Chief Clerk or HR Administrator to schedule a confidential meeting to discuss their concerns. Individuals are encouraged to file their complaint as soon as possible after the alleged event so that an investigation can begin as soon as possible. Every effort will be made to conduct an investigation as quickly as possible, usually between 15 and 30 days after the notice of the complaint.

Retaliation:

The County of Fulton prohibits any form of retaliation against any individual who files a bona fide complaint of discrimination. Any individual who feels that he/she has been retaliated against by the County government for filing a claim of employment discrimination should contact the Chief Clerk or HR Administrator.

Narrative Interpretation

In accordance with the Safe Streets Act of 1968, as amended, an employer with 50 or more employees which receives grants in excess of \$25,000 and which has a service population with a minority representation of three percent or more, is required to formulate, implement and maintain an equal employment opportunity program relating to employment practices affecting minority persons and women. Where an employer has a service population with a minority representation of less than three percent, then an employer is required to formulate, implement, and maintain an equal employment opportunity program relating to employment practices affecting women.

UTILIZATION ANALYSIS CHART
RELEVANT LABOR MARKET: FULTON COUNTY, PA

JOB CATEGORIES	TOTAL	MALE	FEMALE
Officials/Administrators	17	7	10
		41.2	58.8
Civilian Labor Force %		64.2	35.8
Utilization %		(23.0)	23.0
Professionals	14	5	9
%		35.7	64.3
Civilian Labor Force %		36.6	63.4
Utilization %		(0.9)	0.9
Technicians	8	4	4
%		50.0	50.0
Civilian Labor Force %		17.1	82.9
Utilization %		32.9	(32.9)
Protective Svcs: Sworn	6	5	1
%		83.3	16.7
Civilian Labor Force %		79.3	20.7
Utilization %		4.0	(4.0)
Protective Svcs: Non-sworn	2	2	0
%		100.0	0.0
Civilian Labor Force %		100.0	0.0
Utilization %		-	-
Admin Support	32	0	32
%		0.0	100.0
Civilian Labor Force %		28.3	71.7
Utilization %		(28.3)	28.3
Skilled Craft	0	0	0
%			
Civilian Labor Force %		94.8	5.2
Utilization %		n/a	n/a

Service/Maintenance	2		2
%		0.0	100.0
Civilian Labor Force %		59.4	40.6
Utilization %	(59.4)		59.4
TOTALS	81	23	58