

**2023 BI-ANNUAL  
WORKFORCE STATISTICS REPORT**

*Transportation*

*Ron Vicari, Director*

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## **DIVERSITY POLICIES AND EFFORTS QUESTIONNAIRE**

***IF ANY QUESTION HAS A “NON-APPLICABLE” ANSWER, PLEASE EXPLAIN WHY.***

- (1) Please provide a brief description of the services and functions provided by your department.

The Sacramento County Department of Transportation (SACDOT) is responsible for planning, improving, operating and maintaining a transportation system that serves unincorporated area citizens, regional traffic, and commerce.

SACDOT continually works to address community transportation needs with projects to improve the County system of roadways and bridges. These projects range from major roadway improvements to ongoing pavement repair and maintenance programs. We also partner on projects to revitalize communities, support economic development, and improve the regional transportation network.

- (2) Please describe your department’s selection and hiring procedures and how they help ensure a workforce representative of Sacramento County. (Include, if applicable, hiring interview procedures & policies; internships; education & training opportunities; training & development assignments, etc);

The Department complies with the guidelines provided in the Civil Service Rules regarding interviewing and appointment from eligibility lists. The Department currently provides At-A-Glance training and literature for hiring managers and supervisors. These include: Interviewing and Making a Selection, Documenting Your Selection, Hiring an Intern, Welcoming and Orientating a New Employee, and Conducting Performance Evaluations. Providing this type of training ensures a standard for interviewing, selecting, and evaluating candidates.

- (3) Please describe what recruiting and/or informational events your department has participated in and how they help to ensure a workforce representative of Sacramento County. (Include, if applicable, high school or college job fairs, high school or college programs, church events, or community events.

For calendar year 2023, in an effort to better recruit Student Intern candidates the Department began using a new software based platform called Handshake. Handshake is utilized by many universities in California, including Sacramento State. Employers can post their job opportunities, and students can submit their information for consideration. We also reach out to faculty and ask them to share job opportunities with their classes that may be relevant to

their studies. Our Signals and Lighting maintenance section has also attended job fairs at Sierra College and hosted a booth at this same event.

- (4) Please describe all websites your department advertises its job vacancies to help ensure a workforce representative of Sacramento County.

The Department complies with the guidelines provided in the Civil Service Rules regarding interviewing and appointment from lists. Exams that are announced are typically advertised on the County's Employment website, which is tied to NeoGov which is searchable on a national level. The Department also advertises vacancies with local jurisdictions, and industry specific internet and print publications, such as LinkedIn, The Departments Facebook page, ZipRecruiter, GovernmentJobs.com, Institute of Transportation Engineers (ITE), and Women's Transportation Seminar (WTS).

- (5) Please describe your department's promotion and career advancement procedures designed to enable all employees to have an equal and fair opportunity to compete for and attain County Promotional opportunities. (Include, if applicable, mentoring, career development activities, etc.)

The Department has collaborated with the Leadership and Organizational Development Office in presenting the Leadership Development series, and with coordinating training activities for the "Supervisor Academy" and "Facilitation Training" workshops. In addition, The Department offers a wide selection of optional career development classes of which are available to any employee. These training classes are beneficial for promotion and career advancement opportunities.

- (6) Please describe how the County's Equal Employment Opportunity program objectives are incorporated into your department's strategic and operational priorities.

The Department requires that all employees attend diversity training. All lead, supervisory and management employees are required to take Sexual Harassment and Discrimination Prevention (AB1825).

- (7) Please describe your department's method to ensure its EEO activities and efforts result in service delivery across all sectors of the community (e.g. systems or processes for communication between County agencies and direct contact with community organizations, etc)

The Department works to support its employees to provide safe, efficient and beneficial services to all citizens of Sacramento County as well as communicating information to the general public and participating in discussions with neighborhood groups.

- (8) For complaints reported in Table 4, if there were any with a finding of *Violation of County Policy*, for each category of complaints (i.e. race, gender, age, etc.) please provide a description of the measures taken to prevent recurrences. Please do not provide specifics regarding the case(s), individual(s) involved, or corrective/disciplinary action taken.

There were no complaints with findings that violated County policy during the reporting period.

**TABLE 1**  
**WORKFORCE COMPARATIVE ANALYSIS**

<i>ETHNICITY</i>	Census Data	Census Data	Workforce Composition				Workforce Composition			
	2010	2020	County of Sacramento				TRANSPORTATION			
			2017 (1)		2022 (2)		2018 Report (3)		2023 Report (4)	
	%	%	#	%	#	%	#	%	#	%
<b>2 or More Races</b>	4.4%	6.5%	268	2.4%	437	3.8%	4	1.6%	7	3.2%
<b>American Indian/Alaskan Native</b>	1.3%	0.5%	117	1.0%	102	0.9%	38	15.3%	4	1.8%
<b>Asian</b>	13.6%	17.4%	1,710	15.2%	1,938	16.9%	5	2.0%	36	16.2%
<b>Black/African American</b>	10.5%	9.2%	1,368	12.2%	1,312	11.5%	12	4.8%	11	5.0%
<b>Hispanic/Latino</b>	17.9%	23.6%	1,836	16.3%	2,272	19.8%	46	18.5%	67	30.2%
<b>Native Hawaiian/Pacific Islander</b>	1.0%	1.1%	113	1.0%	136	1.2%	1	0.4%	2	0.9%
<b>Other</b>		0.6%					0			
<b>White/Non-Hispanic</b>	51.4%	41.0%	5,824	51.8%	5,257	45.9%	143	57.4%	95	42.8%
<b>Total</b>	100.0%	100.0%	11,236	100.0%	11,454	100.0%	249	100.0%	222	100.0%
<b>Minority Representation</b>	48.6%	59.0%	5,412	48.2%	6,197	54.1%	106	42.6%	127	57.2%
<b>Female Representation</b>	50.8%	51.1%	5,812	51.7%	5,867	51.2%	38	15.3%	40	18.0%

<sup>1</sup> Sacramento County Workforce as of pay period 26 ending 12/23/2017

<sup>2</sup> Sacramento County Workforce as of pay period 26 ending 12/17/2022

<sup>3</sup> Employed by County of Sacramento as of pay period 26 ending 12/23/2017

<sup>4</sup> Employed by County of Sacramento as of pay period 26 ending 12/17/2022

**TABLE 2**  
**JOB CATEGORIES COMPARISON**  
**BETWEEN 2020 AND 2022 REPORTS**

JOB Categories		Minority Females		Minority Males		Minority Total		Female Total		Total Employees	
		2021*	2023**	2021*	2023**	2021*	2023**	2021*	2023**	2021*	2023**
1. Officials/Administrators	#	2	5	11	14	13	19	3	6	27	32
	%	7.4%	15.6%	40.7%	43.8%	48.1%	59.4%	11.1%	18.8%	100.0%	100.0%
2. Professionals	#	17	16	13	13	30	29	22	23	55	55
	%	30.9%	29.1%	23.6%	23.6%	54.5%	52.7%	40.0%	41.8%	100.0%	100.0%
3. Technicians	#	2	3	3	6	5	9	5	4	11	10
	%	18.2%	30.0%	27.3%	60.0%	45.5%	90.0%	45.5%	40.0%	100.0%	100.0%
4. Protective Services	#										
	%										
5. Para-Professionals	#	0	0	0	0	0	0	0	0	1	1
	%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%
6. Office/Clerical Workers	#	1	2	0	0	1	2	3	2	3	2
	%	33.3%	100.0%	0.0%	0.0%	33.3%	100.0%	100.0%	100.0%	100.0%	100.0%
7. Skilled Craft Workers	#	1	1	53	65	54	66	2	2	109	110
	%	0.9%	0.9%	48.6%	59.1%	49.5%	60.0%	1.8%	1.8%	100.0%	100.0%
8. Service Maintenance	#	0	0	5	5	5	5	2	3	13	12
	%	0.0%	0.0%	38.5%	41.7%	38.5%	41.7%	15.4%	25.0%	100.0%	100.0%
Total	#	23	27	85	103	108	130	37	40	219	224
	%	10.5%	12.1%	38.8%	46.0%	49.3%	58.0%	16.9%	17.9%	100.0%	100.0%

**TABLE 2**

\* The numbers for the 2021 Report are taken from pay period 26, ending December 19, 2020

\*\* The numbers for the 2023 Report are taken from pay period 26 ending December 17, 2022

**TABLE 3.1**  
**Personnel Actions Report**  
**HIRES/RE-HIRES - Permanent Position Employees**  
**(From 01/01/2021 to 12/31/2022)**

<b>NEW HIRES</b>	<b>FEMALE</b>	<b>%</b>	<b>MALE</b>	<b>%</b>	<b>TOTAL</b>	<b>%</b>
White	2	8.3%	8	33.3%	10	41.7%
American Indian/Alaskan Native	0	0.0%	0	0.0%	0	0.0%
Asian	0	0.0%	1	4.2%	1	4.2%
Black	0	0.0%	1	4.2%	1	4.2%
Native Hawaiian/Pacific Islander	0	0.0%	0	0.0%	0	0.0%
2 or More Races	0	0.0%	0	0.0%	0	0.0%
Hispanic	0	0.0%	12	50.0%	12	50.0%
<b>TOTAL MINORITY HIRES</b>	<b>0</b>	<b>0.0%</b>	<b>14</b>	<b>58.3%</b>	<b>14</b>	<b>58.3%</b>
<b>TOTAL NEW HIRES</b>	<b>2</b>	<b>8.3%</b>	<b>22</b>	<b>91.7%</b>	<b>24</b>	<b>100.0%</b>

<b>NEW RE-HIRES</b>	<b>FEMALE</b>	<b>%</b>	<b>MALE</b>	<b>%</b>	<b>TOTAL</b>	<b>%</b>
White	0	0.0%	4	50.0%	4	50.0 %
American Indian/Alaskan Native	0	0.0%	0	0.0%	0	0.0%
Asian	1	12.5%	0	0.0%	1	0.0%
Black	0	0.0%	0	0.0%	0	0.0%
Native Hawaiian/Pacific Islander	0	0.0%	0	0.0%	0	0.0%
2 or More Races	0	0.0%	0	0.0%	0	0.0%
Hispanic	1	12.5%	2	25.0%	3	37.5%
<b>TOTAL MINORITY RE-HIRES</b>	<b>2</b>	<b>25.0%</b>	<b>2</b>	<b>25.0%</b>	<b>4</b>	<b>50.0%</b>
<b>TOTAL NEW RE-HIRES</b>	<b>2</b>	<b>25.0%</b>	<b>6</b>	<b>75.0%</b>	<b>8</b>	<b>100.0%</b>

**COMMENTS FOR TABLE 3.1**

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**TABLE 3.2**  
**Personnel Action Report**  
**TERMINATIONS – Permanent Position Employees**  
**(From 01/01/2021 to 12/31/2022)**

<b>TERMINATIONS</b>	<b>FEMALE</b>	<b>%</b>	<b>MALE</b>	<b>%</b>	<b>TOTAL</b>	<b>%</b>
White	3	7.5%	26	65.0%	29	72.5%
American Indian/Alaskan Native	1	2.5%	0	0.0%	1	2.5%
Asian	1	2.5%	1	2.5%	2	5.0%
Black	0	0.0%	1	2.5%	1	2.5%
Native Hawaiian/Pacific Islander	0	0.0%	2	5.0%	2	5.0%
2 or More Races	0	0.0%	0	0.0%	0	0.0%
Hispanic	0	0.0%	5	12.5%	5	12.5%
<b>TOTAL MINORITY TERMINATIONS</b>	<b>2</b>	<b>5.0%</b>	<b>9</b>	<b>22.5%</b>	<b>11</b>	<b>27.5%</b>
<b>TOTAL TERMINATIONS</b>	<b>5</b>	<b>12.5%</b>	<b>35</b>	<b>87.5%</b>	<b>40</b>	<b>100.0%</b>

<b>REASON TERMINATED</b>	<b>Number</b>	<b>% of Total</b>	<b># of Female</b>	<b># of Minority</b>
RETIRED OR DISABILITY RETIREMENT	25	62.5%	4	8
RESIGN OTHER EMPLOYMENT	2	5.0%	0	0
EMPLOYEE INITIATED / NO REASON GIVEN	13	32.5%	1	3
DECEASED	0	%	0	0
LAI D OFF/REDUCTION IN FORCE	0	%	0	0
DISCIPLINARY, PENDING DISCIPLINE OR RELEASE FROM PROBATION	0	%	0	0
AUTOMATIC RESIGNATION	0	%	0	0
OTHER– Please list:	0	%	0	0
Totals:	40	100%	5	11

**COMMENTS FOR TABLE 3.2**

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**TABLE 3.4**  
**Personnel Action Report**  
**PROMOTIONS/DEMOTIONS - Permanent Positions**  
**(From 01/01/2021 to 12/31/2022)**

<b>PROMOTIONS</b>	<b>FEMALE</b>	<b>%</b>	<b>MALE</b>	<b>%</b>	<b>TOTAL</b>	<b>%</b>
White	3	5.7%	18	34.0%	18	39.6%
American Indian/Alaskan Native	0	0.0%	0	0.0%	0	0.0%
Asian	5	9.4%	3	5.7%	8	15.1%
Black	0	0.0%	2	3.8%	2	3.8%
Native Hawaiian/Pacific Islander	0	0.0%	0	0.0%	0	0.0%
2 or More Races	0	0.0%	4	7.5%	4	7.5%
Hispanic	4	7.5%	14	26.4%	18	34.0%
<b>TOTAL MINORITY PROMOTIONS</b>	<b>9</b>	<b>17.0%</b>	<b>23</b>	<b>43.4%</b>	<b>32</b>	<b>60.4%</b>
<b>TOTAL PROMOTIONS</b>	<b>12</b>	<b>22.6%</b>	<b>41</b>	<b>77.4%</b>	<b>53</b>	<b>100.0%</b>

<b>DEMOTIONS</b>	<b>FEMALE</b>	<b>%</b>	<b>MALE</b>	<b>%</b>	<b>TOTAL</b>	<b>%</b>
White	0	0.0%	1	50.0%	1	50.0%
American Indian/Alaskan Native	0	0.0%	0	0.0%	0	0.0%
Asian	0	0.0%	0	0.0%	0	0.0%
Black	0	0.0%	0	0.0%	0	0.0%
Native Hawaiian/Pacific Islander	0	0.0%	0	0.0%	0	0.0%
2 or More Races	0	0.0%	0	0.0%	0	0.0%
Hispanic	0	0.0%	1	50.0%	1	50.0%
<b>TOTAL MINORITY DEMOTIONS</b>	<b>0</b>	<b>0.0%</b>	<b>1</b>	<b>50.0%</b>	<b>1</b>	<b>50.0%</b>
<b>TOTAL DEMOTIONS</b>	<b>0</b>	<b>0.0%</b>	<b>2</b>	<b>100.0%</b>	<b>2</b>	<b>100.0%</b>

**COMMENTS FOR TABLE 3.4**

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**TABLE 4**  
**Discrimination/Harassment Complaint Activity**  
(From 01/01/2021 to 12/31/2022)

*The purpose of this section is to provide the Committee with an overview of the complaint activity in the department. Please supply information pertaining to the last 12 months if your department is reviewed annually or the last two years if your department is reviewed bi-annually.*

Complaint Types	In House				Outside Investigator				DFEH or EEOC		Total Allegat.
	Violation	No Violation	Insuff Evid	On-going	Violation	No Violation	Insuff Evid	On-going	Closed	On-going	
Age											
Disability/Medical Condition/Genetic Information											
Marital Status											
Pregnancy											
Political Affiliation or Beliefs											
Race/Color/National Origin/Ancestry									A		1
Religion											
Retaliation											
Sex/Gender									A		1
Sexual Orientation											
<b>TOTAL Allegations:</b>									2		2

Note: Use an alpha to represent each complaint. **[TRANSPORTATION had a total of 1 COMPLAINTS]**  
i.e. Employee Smith files a complaint involving Gender / Disability. You would place alpha A in columns Gender and Disability.  
Employee Lopez files a complaint involving Religion / Race. You would place alpha B in columns Religion and Race

*This information is collected for use by the Equal Employment Opportunity Advisory Committee to tabulate the County's total annual number of complaints.*