# 2024 ANNUAL WORKFORCE STATISTICS REPORT

#### Sanitation Districts Agency

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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 Area Sewer District (SacSewer) is the largest sewage collection, treatment and resource recovery utility in the Sacramento region. SacSewer maintains and operates the second largest sewage collection system in California, including a network of 5,000 miles of sewer pipe and 117 pump stations in the unincorporated areas of Sacramento County; the cities of Citrus Heights, Rancho Cordova, Elk Grove; and parts of the cities of Folsom and Sacramento. SacSewer's EchoWater Resource Recovery Facility, the second largest of its kind in the United States, is located near Elk Grove, and treats 151 million gallons of sewage per day. SacSewer's treatment service area covers about 386 square miles and includes all of its collection service area plus the cities of Sacramento and West Sacramento.

(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 & develop assignments, etc);

SacSewer complies with the guidelines provided in the Civil Service Rules regarding interviewing and appointment from lists. The Agency 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 Orienting 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.

The Department has participated in the following in-person events during the year of 2023.

- Sacramento Job Fair
- 31st Annual EGUSD College & Career Fair
- ARC College Hybrid Career Fair
- Career Fair in Partnership with CWEA
- Sacramento Aloha Festival
- Citrus Heights Public Works Showcase
- Cal Poly Spring Career Events
- Cal State East Bay Business Communication & Computer Science Event

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

Currently exams that are announced typically are advertised on the County's Employment website, local jurisdictions, and industry specific internet and print publications. In addition, SacSewer may utilize our LinkedIn or Facebook accounts to advertise job openings to reach a broader audience.

(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.)

SacSewer has collaborated with the Training and Organization Development Office for the "Supervisor Academy" and other workshops. These training classes are beneficial for promotion and career advancement opportunities. The Agency has a separate leadership program with classes for development of various competencies and they are open to all interested. In addition, the Agency has specific requirements related to job announcements, candidate pool selection for interviews, interview panel composition to promote open and fair competition for job opportunities.

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

SacSewer 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)

SacSewer works to support the employees assigned to our district in order to provide safe, efficient and environmentally beneficial services to our customers.

(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 <u>do not provide specifics regarding the case(s)</u>, individual(s) involved, or corrective/disciplinary action taken.

As noted in Table 4, there were no reportable complaints with a finding of Violation of County Policy.

# TABLE 1 WORKFORCE COMPARATIVE ANALYSIS

	_	_	Workforce Composition					Workforce Composition			
	Census Data 2010	Census Data 2020	County of Sacramento				Sanitation Districts Agency				
	Dala 2010	Dala 2020	201	2018 (1)		2023 <sup>(2)</sup>		2019 Report <sup>(3)</sup>		Report (4)	
ETHNICITY	%	%	#	%	#	%	#	%	#	%	
2 or More Races	4.4%	6.5%	268	2.4%	504	4.2%	18	2.6%	29	4.2%	
American Indian/Alaskan Native	1.3%	0.5%	117	1.0%	107	0.9%	10	1.4%	8	1.2%	
Asian	13.6%	17.4%	1,710	15.2%	2,070	17.3%	87	12.4%	94	13.7%	
Black/African American	10.5%	9.2%	1,368	12.2%	1,360	11.4%	37	5.3%	46	6.7%	
Hispanic/Latino	17.9%	23.6%	1,836	16.3%	2,424	20.3%	104	14.8%	114	16.6%	
Native Hawaiian/Pacific Islander	1.0%	1.1%	113	1.0%	167	1.4%	5	0.7%	8	1.2%	
Other		0.6%									
White/Non-Hispanic	51.4%	41.0%	5,824	51.8%	5,300	44.4%	443	62.9%	388	56.5%	
Total	100.0%	100.0%	11,237	100.0%	11,932	100.0%	704	100.0%	687	100.0%	
Minority Representation	48.6%	59.0%	5,412	48.2%	6,632	55.6%	261	37.1%	299	43.5%	
Female Representation	50.8%	51.1%	5,812	51.7%	6,142	51.5%	161	22.9%	164	23.9%	

#### This data comes from the COMPASS Ethnic Survey Report

<sup>&</sup>lt;sup>1</sup> Sacramento County Workforce as of pay period 26 ending 12/22/2018

<sup>&</sup>lt;sup>2</sup> Sacramento County Workforce as of pay period 26 ending 12/16/2023

<sup>&</sup>lt;sup>3</sup> Employed by County of Sacramento as of pay period 26 ending 12/22/2018

<sup>&</sup>lt;sup>4</sup> Employed by County of Sacramento as of pay period 26 ending 12/16/2023

# TABLE 2.1 JOB CATEGORIES COMPARISION BETWEEN 2023 AND 2024 REPORTS

JOB Categories		Minority Females			Minority Males		Minority Total		nale otal		tal oyees
	EPORT:	2023*	2024**	2023*	2024**	2023*	2024**	2023*	2024**	2023*	2024**
1 Officials/Administrators	#	10	11	9	9	19	20	16	22	57	61
Officials/Administrators	%	17.5%	18.0%	15.8%	14.8%	33.3%	32.8%	28.1%	36.1%	100.0%	100.0%
2. Professionals	#	47	50	44	52	91	102	80	83	181	196
2. Professionals	%	26.0%	25.5%	24.3%	26.5%	50.3%	52.0%	44.2%	42.3%	100.0%	100.0%
3. Technicians	#	11	12	22	24	33	36	24	25	82	82
3. Technicians	%	13.4%	14.6%	26.8%	29.3%	40.2%	43.9%	29.3%	30.5%	100.0%	100.0%
Protective Services	#										
4. Flotective Services	%										
5. Para-Professionals	#	1	0	0	1	1	1	3	2	5	4
5. Para-Professionals	%	20.0%	0.0%	0.0%	25.0%	20.0%	25.0%	60.0%	50.0%	100.0%	100.0%
6. Office/Clerical Workers	#	14	14	5	5	19	19	21	24	29	32
6. Office/Clerical Workers	%	48.3%	43.8%	17.2%	15.6%	65.5%	59.4%	72.4%	75.0%	100.0%	100.0%
7. Skilled Craft Workers	#	3	4	104	110	107	114	8	8	300	301
7. Skilled Clait Workers	%	1.0%	1.3%	34.7%	36.5%	35.7%	37.9%	2.7%	2.7%	100.0%	100.0%
Service Maintenance	#	0	0	4	7	4	7	0	0	9	11
o. Service Maintenance	%	0.0%	0.0%	44.4%	63.6%	44.4%	63.6%	0.0%	0.0%	100.0%	100.0%
Total	#	86	91	188	208	274	299	152	164	663	687
TOTAL	%	13.0%	13.2%	28.4%	30.3%	41.3%	43.5%	22.9%	23.9%	100.0%	100.0%

**TABLE 2** 

This data comes from the COMPASS Ethnic Survey Report

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

<sup>\*\*</sup> The numbers for the 2024 Report are taken from pay period 26 ending December 16, 2023

# TABLE 2.2 JOB CATEGORIES DETAIL (End of 2023 Data)

Sanitation Districts Agency					Femal	e			Female Total				Male				Male Total	Grand Total
Sanitation Districts Agency 12 0 40 14 22 3 73 164 17 8 54 32 92 5 315 523 41 - Officials/Administrators 0 0 6 6 0 5 0 111 22 0 0 4 2 3 0 30 30 39 DI Formation Districts Finance Structure Analyst Laboratory Supremental Laboratory Analyst Structure Analyst Laboratory Supremental Specialist Laboratory Structure Analyst Structure Analyst Laboratory Structure Analyst Structure Analyst Structure Analyst Laboratory Structure Analyst Stru		2+	AIAN	ASN	BLK	HIS	NHPI	WHT		2+		l l						
Dir of Sanitation Dist. Communications, Public Information Manager Accounting Mgr., Dir of Sanitation Districts Finance, Sr Accounting Mgr. Admin Svos Officer 3, Dir of Internal Services, Informati Technology Mgr., Sanitation District Purchasing Mgr., Chief Scientist, Dir of Policy and Planning, Environmental Leg & Reg Affairs Manager, Environmental Program Manager 18, 2, Principal Engineer, Dir of Sac Area Sewer District Ops, Fleet Manager, Principal Civil Engineer, Sanitation District Maint & Ops Supt, Sr Civil Engineer, Dir of Sac Area Sewer District Ops, Fleet Manager, Principal Civil Engineer, Sanitation District Maint & Ops Supt, Sr Civil Engineer, District Ops, Pacific Manital & Ops Supt, Sr Civil Engineer, District Mgr. Mgr. 18, 2, Administrator Sanitation District Maint & Ops, Asst Supt, Sanitation District Maint & Ops Supt, Sr Civil Engineer, Principal Civil Engineer, Ser Electrical Engineer, Freatment Plant Operations & Maint, Mgr. 18, 2, Administrator Sanitation District Maint & Ops, Sat Supt, Sanitation District Maint & Ops, Sat	Sanitation Districts Agency	12	0	40	14	22	3	73	164	17	8	54	32		5	315	523	687
Technology Mgr., Sanitation District Purchasing Mgr., Chief Scientist. Dir of Policy and Planning, Environmental Leg & Reg Affairs Manager, Environmental Program Manager 1& 2. Principal Engineer/Environmental Engineers Principal Civil Engineer, Sanitation District Maint & Ops Asst Supf. Sci Civil Engineer, Dep Director Sac Reg Co San Dist Ops, Dir of Sac Reg Co Sanitation District Maint & Ops Supf. Sr Civil Engineer, Pep Director Sac Reg Co San Dist Ops, Dir of Sac Reg Co Sanitation District Agency  42 - Professionals  6 0 26 7 8 3 3 33 83 1 2 2 25 4 19 1 61 113  Public Information Officer, Sr Public Information Officer, Admin Svcs Officer 1 8.2, Sr Accountant, Contract Services Officer Lv 2, Info Tech Applications Analyst Lv 2, Info Tech Business Systems / 3, Info Tech Infrastructure Analyst Lv 2, Principal Info Tech Analyst HOLD, Real Estate Officer Lv 2, Sanitation Dist Assoc Business Analyst, Sr Contract Services Officer, Sr Information Technology Analyst HOLD, Sr Training and Development Specialist, Supv Information Technology Analyst, Training and Development Specialist, Supv Information Technology Analyst, Sanitation Dist Planner Scheduler 1, 2, 8.3, Sr Safety Specialist, Assoc Mechanical Engineer, Geographic Infor Systems Analyst 2 & 3, Safety Specialist, Sanitation Dist Assoc Supervisor, Information Technology Analyst, Sanitation Dist Planner Scheduler 1, 2, 8.3, Sr Safety Specialist, Assoc Mechanical Engineer, Geographic Infor Systems Analyst 2 & 3, Safety Specialist, Sanitation Dist Assoc Supervisor, Information District Lab QA Officer, Sr Environmental Laboratory Analyst, Sanitation Dist Planner Scheduler 1, 2, 8.3, Sr Safety Specialist, Assoc Mechanical Engineer, Asst Mechanical Engineer Lv 2, Biologist, Chemist, Environmental Laboratory Analyst, Sanitation Dist Planner Scheduler 1, 2, 8.3, Sr Safety Specialist, Assoc Mechanical Engineer, Asst Engineer Specialist Lv 2, Savocurus Supervisor, Info Tech Applications Analyst Lv 2, Sinch Specialist, Sanitation Dist Specialist, Valuer Claubratory Super	41 – Officials/Administrators	0	0	6	0	5	0	11	22	0	0	4	2	3	0	30	39	61
Public Information Officer, Sr Public Information Officer, Admin Svcs Officer 1 & 2, Sr Accountant, Contract Services Officer Lv 2, Info Tech Applications Analyst Lv 2, Info Tech Business Systems / 3, Info Tech Infrastructure Analyst Lv 2, Principal Info Tech Analyst HOLD, Real Estate Officer Lv 2, Sanitation Dist Assoc Business Analyst, Sr Contract Services Officer, Sr Information Technology Analyst HOLD, Sr Training and Development Specialist Ly 1 & 2, Says Services (Services Officer) A Secretary Services (Services Officer) Analyst HOLD, Sr Training and Development Specialist Ly 1 & 2, Says Services (Services Analyst 2 & 3, Saffety Specialist, Sanitation Dist Panner Scheduler 1, 2, & 3, Sr Safety Specialist, Assoc Mechanical Engineer, Geographic Info Systems Analyst 2 & 3, Saffety Specialist, Sanitation Dist Panner Scheduler 1, 2, & 3, Sr Safety Specialist, Assoc Mechanical Engineer Ly 2, Biologist, Chemist, Environmental Laboratory Analyst, Sanitation Dist Panner Scheduler 1, 2, & 3, Sr Safety Specialist, Assoc Mechanical Engineer Ly 2, Biologist, Chemist, Environmental Laboratory Analyst, Sanitation Dist PC Systems Supv, Sanitation Dist Sr PC Systems Analyst, Sanitation Dist PC Systems Supv, Sanitation Dist Sr PC Systems Analyst, Sanitation District Lab QA Officer, Sr Environmental Laboratory Analyst, Sanitation Dist PC Systems Supv, Sanitation Dist Sr PC Systems Analyst, Sanitation Dist PC Systems Supv, Sanitation Dist Sr Data Mgt Tech Servician Ly 2, Geographic Info Systems Technician Sanitation Dist Sr Data Mgt Tech, Sr Engineering Technician, Sr Water Quality Control System Technician, Sanitation Dist Data Mgt Tech, Sr Engineering Technician, Sr Water Quality Control System Technician, Sanitation Dist Data Mgt Supv.  45 - Paraprofessionals  0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Technology Mgr., Sanitation District Purchasing Engineer/Architect, Sr Civil Engineer, Dir of Sac District Maint & Ops Supt, Sr Civil Engineer, Dep Civil Engineer, Sr Electrical Engineer, Treatment	Mgr., C Area So Directo Plant (	hief Scienti ewer Distric or Sac Reg	ist, Dir of ct Ops, Fl g Co San & Maint.	Policy an leet Mana Dist Ops, Mgr. 1 &	d Planni ger, Prir Dir of Sa 2, Admir	ng, Enviro cipal Civil ac Reg Co iistrator Sa	nmental Lo Engineer, Sanitation anitation D	eg & Reg Affa Sanitation Di n Dist Ops, Fa istricts Agenc	irs Mar strict M cilities	nager, Er aint & O <sub>l</sub> Managei	nvironme ps Asst : r, Princip	ental Pro Supt, Sa	ogram N anitatior Engine	//anager n District	1& 2, Pri Maint & ation Dis	ncipal Ops Mgr, trict Lab M	Sanitation Igr., Sr
3, Info Tech Infrastructure Analyst Lv 2, Principal Info Tech Analyst HOLD, Real Estate Officer Lv 2, Sanitation Dist Assoc Business Analyst, \$7 contract Services Officer, \$7 Information Technology Analyst HOLD, Sr Training and Development Specialist Lv 1 & 2, Assoc Civil Engineer - Civil Lv 1 & 2, Environmental Specialist Lv 1 & 2, Assoc Electrical Engineer, Geographic Info Systems Analyst 2 & 3, Safety Specialist, Lv 2, Sasitation Dist Asst Busines Analyst, Sanitation Dist Planner Scheduler 1, 2, & 3, Sr Safety Specialist, Assoc Mechanical Engineer, Asst Mechanical Engineer Lv 2, Biologist, Chemist, Environmental Laboratory Analyst, Environmental Specialist Lv 2, Facilities Trades Operations Supervisor, Info Tech Application Dist Assoc Analyst Lv 3, Natural Resource Specialist Lv 2, Facilities Trades Operations Supervisor, Info Tech Application Dist Assoc Analyst, Natural Resource Supv. Sanitation Dist Sr PC Systems Analyst, Sanitation District Lab QA Officer, Sr Environmental Laboratory Analyst, Sr Natural Resource Specialist, Water Culaboratory Supv  43 — Technicians  2	42 - Professionals	6	0	26	7	8	3	33	83	1	2	25	4	19	1	61	113	196
Accounting Technician, Info Tech Systems Supp Spec Lv 2, Industrial Waste Inspector Lv 2, Principal Engineering Technician, Engineering Technician Lv 2, Geographic Info Systems Technician 3 Principal Engineering Technician, Sanitation Dist Data Mgt Tech Lv 1 & 2, Sanitation Dist Prin Data Mgt Tech, Sanitation Dist Sr Data Mgt Tech, Sr Engineering Technician, Sr Water Quality Control System Technician, Sanitation Dist Data Mgt Supv.  45 - Paraprofessionals  0 0 0 0 0 0 0 2 2 0 0 0 0 0 0 1 1 2 0 Contract Services Specialist Lv 2, Safety Technician  46 - Admin Support/Office Clerical 1 0 3 4 6 0 10 24 1 0 1 0 3 0 3 8 Sr Office Assistant, Account Clerk Lv 2, Sr Account Clerk, Sr Office Specialist Conf, Chief Storekeeper Rng B, Stock Clerk, Storekeeper 1 & 2, Executive Secretary, Secretary  47 - Craft Workers  3 0 0 1 0 0 4 8 13 6 14 23 52 2 183 293  Asst Mechanical Maint Technician HOLD, Asst Undergrnd Constr Maint & Ops , Asst, Tech & Sr Tech, Sanitation District Maint & Ops Supv, Sr Equipment Technician, Underground Constr and Maint Supc., Underground Constr and Maint Supc., Carpenter, Electrician Supervisor, Lead Electrician, Lead Painter, Mechanical Maintenance Supv HOLD, Mechanical Maintenance Technician HOLD, Painter, Sanitation District Mechanic Supv, Sanitation District Mechanic, Sr Stationary Engineer, Sr Wastewater Treatment Plant Operator, Stationary Engineer 1 & 2, Treatment Plant Operator Lv 1 & 2, Wastewater Treatm	For decree and all One and light have the cities at the decree																	
Contract Services Specialist Lv 2, Safety Technician  46 – Admin Support/Office Clerical  1 0 3 4 6 0 10 24 1 0 1 0 3 0 3 8  Sr Office Assistant, Account Clerk Lv 2, Sr Account Clerk, Sr Office Specialist Conf, Chief Storekeeper Rng B, Stock Clerk, Storekeeper 1 & 2, Executive Secretary, Secretary  47 – Craft Workers  3 0 0 1 0 0 4 8 13 6 14 23 52 2 183 293  Asst Mechanical Maint Technician HOLD, Asst Undergrad Constr Maint Spec, Fleet Supervisor, Mechanical Maintenance Supv HOLD, Mechanical Maintenance Technician HOLD, Sanitation District Maint & Ops , Asst, Tech & Sr Tech, Sanitation District Maint & Ops Supv, Sr Equipment Technician, Underground Constr and Maint Spec, Underground Constr and Maint Supv., Carpenter, Electrician Supervisor, Lead Electrician, Lead Painter, Mechanical Maintenance Supv HOLD, Mechanical Maintenance Technician HOLD, Painter, Sanitation District Mechanic Lv 1, 2, & 3, Sanitation District Mechanic Supv, Sanitation District Sr Mechanic, Sr Stationary Engineer, Sr Wastewater Treatment Plant Operator, Stationary Engineer 1 & 2, Treatment Plant Operator Lv 1 & 2, Wastewater Treatment Pl	Analyst, Sanitation Dist PC Systems Supv, Sanit Laboratory Supv	ation D	ist Sr PC S	Systems A	Analyst, S	anitation	s Analyst L District La	_v 1, Natur ab QA Offic	ral Resource S cer, Sr Enviro	Speciali nmenta	ist Lv 2, il Labora	Natural tory Ana	Resoure alyst, Sr	ce Supv Natural	r, Sanita Resour	tion Dist	Asst Busir alist, Wate	r Quality
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Sr Office Assistant, Account Clerk Lv 2, Sr Account Clerk, Sr Office Specialist Conf, Chief Storekeeper Rng B, Stock Clerk, Storekeeper 1 & 2, Executive Secretary, Secretary  47 - Craft Workers  3 0 0 1 0 0 4 8 13 6 14 23 52 2 183 293  Asst Mechanical Maint Technician HOLD, Asst Undergrad Constr Maint Spec, Fleet Supervisor, Mechanical Maintenance Supv HOLD, Mechanical Maintenance Technician HOLD, Sanitation District Maint & Ops , Asst, Tech & Sr Tech, Sanitation District Maint & Ops Supv, Sr Equipment Technician, Underground Constr and Maint Spec, Underground Constr and Maint Supv., Carpenter, Electrician Supervisor, Lead Electrician, Lead Painter, Mechanical Maintenance Supv HOLD, Mechanical Maintenance Technician HOLD, Painter, Sanitation District Mechanic Lv 1, 2, & 3, Sanitation District Mechanic Supv, Sanitation District Sr Mechanic, Sr Stationary Engineer, Sr Wastewater Treatment Plant Operator, Stationary Engineer 1 & 2, Treatment Plant Operator Lv 1 & 2, Wastewater	Analyst, Sanitation Dist PC Systems Supv, Sanitation Laboratory Supv  43 - Technicians  Accounting Technician, Info Tech Systems Supp Principal Engineering Technician, Sanitation Dist System Tech, Supv Engineering Technician, Watter Technici	2 Spec I Data Mater Qua	o v 2, Indust Mgt Tech Ly ality Contro	5 trial Wast v 1 & 2, S I System	2 e Inspect Sanitation Supv., W	3 or Lv 2, I Dist Prinater Qua	S Analyst L District La  O Principal E Data Mgt lity Contro	v 1, Naturab QA Office  13 Engineering Tech, San	25 Technician, Safechnician, S	pecialinmenta  2 Engine r Data	ist Lv 2, al Labora   O  ering Techn Dist Da	Natural tory Ana  9 chnician n, Sr Eng	Resourdalyst, Sr  2  Lv 2, Gigineering Supv.	Natural  10  eograpi g Techr	r, Sanita Resour 1 hic Info	tion Dist	Asst Busin Busin Water Strain Busin	82 n 3,
47 – Craft Workers  3 0 0 1 0 0 4 8 13 6 14 23 52 2 183 293  Asst Mechanical Maint Technician HOLD, Asst Undergrnd Constr Maint Spec, Fleet Supervisor, Mechanical Maintenance Supv HOLD, Mechanical Maintenance Technician HOLD, Sanitation District Maint & Ops , Asst, Tech & Sr Tech, Sanitation District Maint & Ops Supv, Sr Equipment Technician, Underground Constr and Maint Spec, Underground Constr and Maint Supv., Carpenter, Electrician Supervisor, Lead Electrician, Lead Painter, Mechanical Maintenance Supv HOLD, Mechanical Maintenance Technician HOLD, Painter, Sanitation District Mechanic Lv 1, 2, & 3, Sanitation District Mechanic Supv, Sanitation District Sr Mechanic, Sr Stationary Engineer, Sr Wastewater Treatment Plant Operator, Stationary Engineer 1 & 2, Treatment Plant Operator Lv 1 & 2, Wastewater Treatment Plant Operator Lv 1 & 2, W	Analyst, Sanitation Dist PC Systems Supv, Sanitation Dist PC Systems Supv, Sanitation Supv.  43 - Technicians  Accounting Technician, Info Tech Systems Supp Principal Engineering Technician, Sanitation Distriction System Tech, Supv Engineering Technician, Water States Supplemental Systems Systems Supplemental Systems Supplemental Systems Systems Supplemental Systems Systems Systems Supplemental Systems	2 Spec I Data Mater Qua	0v 2, Indust Mgt Tech Lv lality Control	5 trial Wast v 1 & 2, S I System 0	2 e Inspector Sanitation Supv., We 0	3 or Lv 2, I Dist Prinater Qua	OPrincipal En Data Mgt	13 Engineering Tech, Sar	25 g Technician, nitation Dist S Fechnician, Sa	Specialinmenta  2 Engine r Data lanitatio 0	o laborare l	Natural tory Ana  9 chnician n, Sr Eng	Resourdlyst, Sr  2 Lv 2, Gigineerin Supv.  0	natural  10 eograpig Techr	n, Sanita Resour 1 hic Info s nician, S	33 Systems r Water 0	Asst Busin Asst Busin Water S7 Technicia Quality Cor	82 n 3, ntrol
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Maint & Ops , Asst, Tech & Sr Tech, Sanitation District Maint & Ops Supv, Sr Equipment Technician, Underground Constr and Maint Spec, Underground Constr and Maint Supv., Carpenter, Electrician Supervisor, Lead Electrician, Lead Painter, Mechanical Maintenance Supv HOLD, Mechanical Maintenance Technician HOLD, Painter, Sanitation District Mechanic Lv 1, 2, & 3, Sanitation District Mechanic Supv, Sanitation District Sr Mechanic, Sr Stationary Engineer, Sr Wastewater Treatment Plant Operator, Stationary Engineer 1 & 2, Treatment Plant Operator Lv 1 & 2, Wastewater Treatm	Analyst, Sanitation Dist PC Systems Supv, Sanitation Dist PC Systems Supv, Sanitation Supv.  43 – Technicians  Accounting Technician, Info Tech Systems Supperincipal Engineering Technician, Sanitation Dist System Tech, Supv Engineering Technician, Water Technician	2 Spec I t Data N ter Qua	0  v 2, Indust Mgt Tech L ality Control  0  ork, Sr Offic	5 trial Wast v 1 & 2, S I System  0 3 ce Specia	2 te Inspector Sanitation Supv., Wall 0	3 or Lv 2, 1 Dist Prir ater Qua 0 Chief Sto	O Principal E Data Mgt lity Control O O prekeeper	13 Engineering Tech, Sar System 2 10 Rng B, Str	25 g Technician, nitation Dist S Fechnician, Sa 2 24 pock Clerk, Sto	2 Engine r Data l anitatio  0  1	o Carrier Dist Date of the control o	Natural tory Ana  9 chnician n, Sr Engata Mgt \$ 0  1 Executi	Resournalyst, Sr  2 Lv 2, G gineerin Supv.  0  0  over Secret	10 eograph Techr	/, Sanita Resour 1 hic Info s nician, S	33 Systems r Water C	Asst Busin Alist, Water Strain	82 n 3, ntrol
48 – Service/Maintenance 0 0 0 0 0 0 0 0 0 1 1 5 0 4 11	Analyst, Sanitation Dist PC Systems Supv, Sanitation Dist PC Systems Supv, Sanitation Supversionals  Accounting Technician, Info Tech Systems Supperincipal Engineering Technician, Sanitation Dist System Tech, Supv Engineering Technician, Wards - Paraprofessionals  Contract Services Specialist Lv 2, Safety Technical Ser Office Assistant, Account Clerk Lv 2, Sr Accou	2 Spec I t Data Noter Qual Ocian 1 Dunt Cle	0 v 2, Indust Mgt Tech L-lality Control 0 vrk, Sr Offic 0	5 trial Wast v 1 & 2, S I System  0  3 ce Specia	2 e Inspecte Sanitation Supv., W.  0  4 list Conf,	3 or Lv 2, I Dist Prirater Qua  0  6 Chief Sto	OPrincipal En Data Mgt Ility Control O Orekeeper O	13 Engineering Tech, Sar System 2 10 Rng B, Ste 4	25 g Technician, sitation Dist S Fechnician, Sa 2 24 pck Clerk, Sto 8	Engine r Data anitatio 0 1 rekeep 13	oter 1 & 2,	9 chnician h, Sr Eng tata Mgt S 0 1 Executi	Resournallyst, Sr  2 Lv 2, G gineerin Supv.  0  0  ve Secr  23	10 eograph Techr  0  13 etary, S	/, Sanita Resour 1 hic Info nician, S 1 0 Secretary	33 Systems r Water C  1  1  1  1  1  1  1  1  1  1  1  1  1	Asst Busin Asst Busin Asst Busin Asst Busin Busi	82 n 3, ntrol 4 32
	Analyst, Sanitation Dist PC Systems Supv, Sanit Laboratory Supv  43 – Technicians  Accounting Technician, Info Tech Systems Supp Principal Engineering Technician, Sanitation Dis System Tech, Supv Engineering Technician, Water Technician, Water Technician, Water Technician, Water Technician, Water Technician Support/Office Clerical Structure Specialist Lv 2, Safety Technical Structure Technician Account Clerk Lv 2, Structure Technician Support/Office Clerical Structure Technician Hold, Asst Lead Maint Technician Hold, Asst Lead Maint & Ops , Asst, Tech & Structure Technician Supprisor, Lead Electrician, Lead Padistrict Mechanic Supv, Sanitation District Structure Structure Structure Technician Supv, Sanitation District Structure Structure Structure Technician Supv, Sanitation District Structure S	2 Spec I t Data M ter Qua  Cian  1 Dunt Cle 3 Undergr District ainter, M chanic,	0 2. Indust Mgt Tech Lality Control 0 0 erk, Sr Offic 0 md Constr I Maint & Option of the Constr I Maint & Option of Stations of Stations	5 trial Wast v 1 & 2, S l System  0  3 ce Specia  0  Maint Spe ps Supv, Maintena	2 te Inspector Sanitation Supv., Word  1 tec, Fleet S Sr Equipm ance Supvaleer, Sr Word Sanitation  1	3 or Lv 2, 1 Dist Prirater Qua  Chief Sto  Supervise nent Tec r HOLD,	OPrincipal En Data Mgt lity Control  Oprekeeper  Oprekeeper  Oprekeen Oprek	13 Engineering Tech, Sar System 2 10 Rng B, Ste 4 nical Maint ndergroun al Mainten	25 27 Technician, nitation Dist Sechnician, Sa 28 24 29 24 29 24 29 24 29 20 20 20 30 30 30 30 30 30 30 30 30 30 30 30 30	Engine r Data lanitatio  1 rekeep 13 HOLD Maint Sian HO	o ering Tec Mgt Tech n Dist Da  o er 1 & 2, 6, Mechar Spec, Un LD, Pain	Natural tory Ana  9 chnician n, Sr Engata Mgt S  0  1 Executi 14 nical Maidergrouter, San	Resound Resource Reso	10 eograpig Techr  0 attary, S etary, S 52 ce Techstr and I bistrict M	/, Sanita Resour  1 hic Info solician, Solician, Solician, Solician A  Secretary 2 nician H Maint Su Mechanic	33 Systems r Water C  1  3  OLD, Sa  IPV., Carp c Lv 1, 2,	Asst Busin	82 n 3, ntrol 4 32 301 strict actrician, tation

The numbers for the 2024 Report are taken from pay period 26 ending December 16, 2023 **This data comes from the COMPASS Ethnic Survey Report** 

#### **TABLE 3.1**

#### **Personnel Actions Report**

#### **HIRES/RE-HIRES - Permanent Position Employees**

(From 01/01/2023 to 12/31/2023)

NEW HIRES	FEMALE	%	MALE	%	TOTAL	%
White	3	6.5%	12	26.1%	15	32.6%
American Indian/Alaskan Native	0	0.0%	0	0.0%	0	0.0%
Asian	4	8.7%	8	17.4%	12	26.1%
Black	1	2.2%	1	2.2%	2	4.3%
Native Hawaiian/Pacific Islander	0	0.0%	1	2.2%	1	2.2%
2 or More Races	2	4.3%	2	4.3%	4	8.7%
Hispanic	2	4.3%	10	21.7%	12	26.1%
TOTAL MINORITY HIRES	9	19.6%	22	47.8%	31	67.4%
TOTAL NEW HIRES	12	26.1%	34	73.9%	46	100.0%

NEW RE-HIRES	FEMALE	%	MALE	%	TOTAL	%
White	0	0.0%	1	33.3%	1	33.3%
American Indian/Alaskan Native	0	0.0%	0	0.0%	0	0.0%
Asian	0	0.0%	0	0.0%	0	0.0%
Black	1	33.3%	0	0.0%	1	33.3%
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	33.3%	1	33.3%
TOTAL MINORITY RE-HIRES	1	33.3%	1	33.3%	2	66.7%
TOTAL RE-HIRES	1	33.3%	2	66.7%	3	100.0%

COMMENTS FOR TABLE 3.1						
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#### **TABLE 3.2**

#### **Personnel Action Report**

#### **TERMINATIONS – Permanent Position Employees**

(From 01/01/2023 to 12/31/2023)

TERMINATIONS	FEMALE	%	MALE	%	TOTAL	%
White	3	57.7%	31	59.6%	34	65.4%
American Indian/Alaskan Native	0	0.0%	0	0.0%	0	0.0%
Asian	5	9.6%	3	57.7%	8	15.4%
Black	0	0.0%	5	9.6%	5	9.6%
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%	5	9.6%	5	0.0%
TOTAL MINORITY TERMINATIONS	5	9.6%	13	25.0%	18	34.6%
TOTAL TERMINATIONS	8	15.4%	44	84.6%	52	100.0%

REASON TERMINATED	Number	% of Total	# of Female	# of Minority
RETIRED OR DISABILITY RETIREMENT	24	46.2%	6	6
RESIGN OTHER EMPLOYMENT	4	7.7%	0	2
EMPLOYEE INITIATED / NO REASON GIVEN	19	36.5%	2	8
DECEASED	1	1.9%	0	0
LAID OFF/REDUCTION IN FORCE	0	0%	0	0
DISCIPLINARY, PENDING DISCIPLINE OR RELEASE FROM PROBATION	2	3.9%	0	1
AUTOMATIC RESIGNATION	1	1.9%	0	0
OTHER- Please list: Medically Disqualified	1	1.9%	0	1
Totals:	52	100%	8	18

# COMMENTS FOR TABLE 3.2

#### **TABLE 3.4**

# Personnel Action Report PROMOTIONS/DEMOTIONS - Permanent Positions

(From 01/01/2023 to 12/31/2023)

PROMOTIONS	FEMALE	%	MALE	%	TOTAL	%
White	8	12.9%	25	40.3%	33	53.2%
American Indian/Alaskan Native	0	0.0%	0	0.0%	0	0.0%
Asian	5	8.1%	3	4.8%	8	12.9%
Black	1	1.6%	6	9.7%	7	11.3%
Native Hawaiian/Pacific Islander	0	0.0%	1	1.6%	1	1.6%
2 or More Races	0	0.0%	1	1.6%	1	1.6%
Hispanic	4	6.5%	8	12.9%	12	19.4%
TOTAL MINORITY PROMOTIONS	10	16.1%	19	60.6%	29	46.8%
TOTAL PROMOTIONS	18	29.0%	44	71.0%	62	100.0%

DEMOTIONS	FEMALE	%	MALE	%	TOTAL	%
White	0	0.0%	1	100.0%	1	100.0%
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%	0	0.0%	0	0.0%
TOTAL MINORITY DEMOTIONS	0	0.0%	0	0.0%	0	0.0%
TOTAL DEMOTIONS	0	0.0%	1	100.0%	1	100.0%

COMMENTS FOR TABLE 3.4							

#### **TABLE 4**

#### **Discrimination/Harassment Complaint Activity**

(From 01/01/2023 to 12/31/2023)

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

	In House				Outside Investigator				CRD or EEOC		
Complaint Types	Violation	No Violation	Insuff Evid	On-going	Violation	No Violation	Insuff Evid	On- going	Closed	On- going	Total Allegat.
Age											
Disability/Medical Condition/Genetic Information		G				E			F		3
Marital Status											
Pregnancy											
Political Affiliation or Beliefs											
Race/Color/National Origin/Ancestry		С							D		2
Religion											
Retaliation											
Sex/Gender			В					Α			2
Sexual Orientation											
TOTAL Allegations:		2	1			1		1	2		7

Note: Use an alpha to represent each complaint.

[Sanitation Districts Agency had a total of 7 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.