Affirmative Action Goals 2020-2024

Committee of the Whole
March 3, 2020
Presentation Overview

- What does the requirement mean to RTA?
- Why is this important to RTA?
- How are the Goals formulated?
- Proposed 2020-2024 Affirmative Action Goals
- What do the Goals require?
- RTA’s Initiatives and Accomplishments
What Does This Mean To RTA?

- As a federal grant recipient, RTA is not to discriminate against any employee or applicant because of race, color, religion, sex, disability, age or national origin.

- Federal Transit Administration (FTA) requires submission of a written affirmative action plan every four years.
Why is this important to RTA?

- Vision: An employer of choice; attract, develop, motivate and retain an outstanding, healthy and diverse workforce
- Good business practice to have a diverse workforce
- Failure to comply FTA req may result in the suspension or termination of federal financial assistance.
Why is this important to RTA?

Affirmative action goals assist the hiring managers and the Human Resources Department in targeting the recruitment of females and/or minorities for underutilized job categories.
How are goals formulated?

Goals are formulated by conducting a utilization analysis which consist of a three-step process:

1) Reviewing RTA’s Workforce snapshot by EEO categories and the relevant geographic labor market (census data)

2) Compare workforce snapshot by EEO job categories to the availability in the relevant labor market to identify underutilization

3) Review projected vacancies for the period of 2020-2024 and establish goals
RTA Workforce Demographics
As of January 2020
Total Workforce 2069

Black Males, 36.65%
(757)

Black Females, 24.77%
(513)

White Males, 29.84%
(618)

White Females, 4.64%
(94)

Asian Males, 0.39%
(8)

Asian Females, 0.05%
(1)

Two or more races Males, 0.92%
(19)

Two or more races Females, 0.53%
(11)

Hispanic/Latino Males, 1.59%
(33)

Hispanic/Latino Females, 0.48%
(10)

American Indian/Alaskan Native Males, 0.05%
(1)

American Indian/Alaskan Native Females, 0.10%
(2)

*There are no Native Hawaiian/Pacific Islander Males or Females in RTA's workforce.
EEO Job Categories

The EEO Job Categories are defined by the federal government and include:

• **Official / Administrator** - Chief Executive Officer, General Manager, Deputy General Manager, Executive Director, Director

• **Professional** - Manager, Engineer, Lieutenant, Associate Counsel, Senior Auditor

• **Technician** - Systems Administrator, Construction Inspector, Database Administrator
EEO Job Categories

- **Protective Services** - Patrol Officer, Security Guard
- **Administrative Support** - Dispatcher, Customer Service Representative, Station Attendant, Claims Investigator
- **Skilled Craft** - Equipment Servicer, Track Maintainer, Welder, Vehicle Maintenance Instructor
- **Service Maintenance** - Operator, Laborer, Hostler, Janitor, Paratransit Operator, Operating Instructor
Relevant Geographic Labor Market (census data)

- The reasonable area to seek applicants
- The Authority sets goals based on Cuyahoga County and the surrounding counties
- The exception is executive level positions, where we seek applicants from throughout the U.S.

99% of the current workforce resides in Cuyahoga and the surrounding counties.
## Affirmative Action Goals
### Progress Report for 2015-2019

<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td></td>
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<td>Affirmative Action:</td>
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<td>Officials/Administrators</td>
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<tr>
<td>Professionals</td>
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<td>28</td>
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<td>Technicians</td>
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<td>29</td>
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<tr>
<td>Administrative Support</td>
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<tr>
<td>Semi &amp; Skilled Craft</td>
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<td>Service Maintenance</td>
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Regulation Change in 2017

- FTA expanded the placement goal-setting requirement for covered transit authorities

- In the past, only required to set goals for underutilized minorities/females as a whole within each job category
Regulation Change & New Process

• Minority group may go undetected if all minority groups are combined for the analyses

• FTA now requires that transit agencies analyze each individual race group separately
# Proposed Affirmative Action Goals for 2020-2024

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<th>EEO Job Category</th>
<th>Projected Vacancies</th>
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<th>Asian</th>
<th>2 or More Races</th>
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<th>Black</th>
<th>Hispanic</th>
<th>Asian</th>
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<td>32</td>
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<td>4</td>
<td>408</td>
<td>5</td>
<td>25</td>
<td>14</td>
<td>500</td>
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What Do the Goals Require?

• Require RTA to put forth every good faith effort to achieve the goals that it has set, through recruitment and outreach

• Do not require that any specific position be filled by a person of a particular race or gender

• Goals are not quotas, set asides or preferences. As always, the best qualified candidate gets the job
Accomplishments

• RTA has received awards and recognition for “Best In Class: Non-Profit / Government” from the Greater Cleveland Partnership for Workforce Diversity (2014, 2015, & 2018) and Senior Management Diversity (2009, 2010 & 2013)

• As a result of winning 3 or more awards, we were inducted in their Hall of Fame for “Best In Class: Non-Profit / Government” for Workforce Diversity and Senior Management Diversity
Initiatives

• Strengthen relationships with female and minority organizations and non-traditional schools to increase the applicant pool of female and minority candidates

• Establish Women’s Employee Resource Group (ERG) - to identify organizations that help women in employment
Staff Request

- Staff requests that the Committee of the Whole recommend the proposed goals to the full Board for approval at its March 24, 2020 meeting.
Questions