

# **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?
- 2015-2019 Goals Progress Report
- Proposed 2020-2024 Affirmative Action Goals
- What do the Goals require?
- RTA's Initiatives and Accomplishments

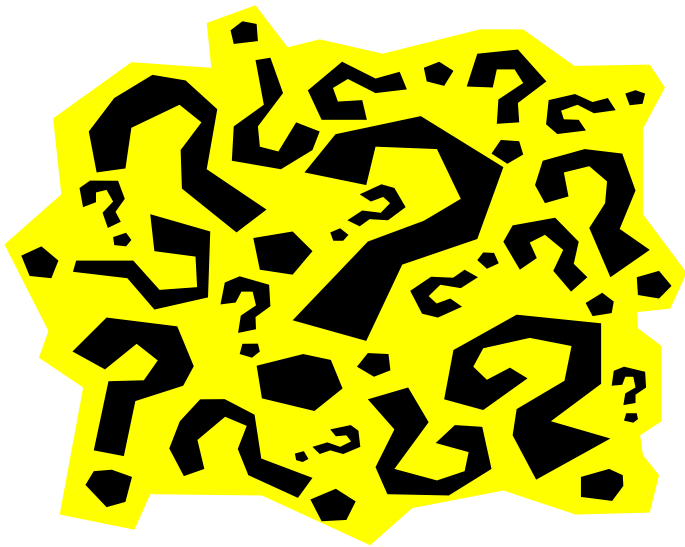
## What Does This Mean To RTA?

- 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?

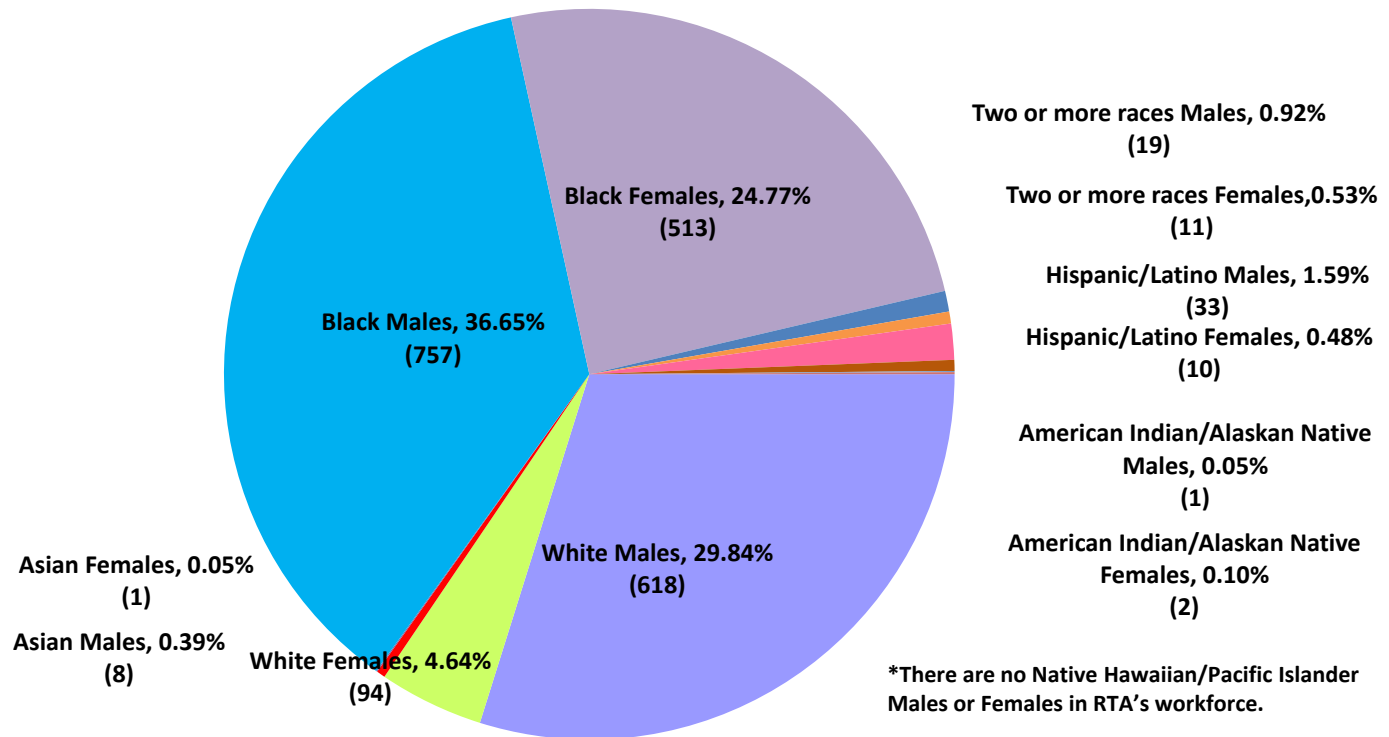
Goals are formulated by conducting a utilization analysis which consist of a three-step process:

- 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



## 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

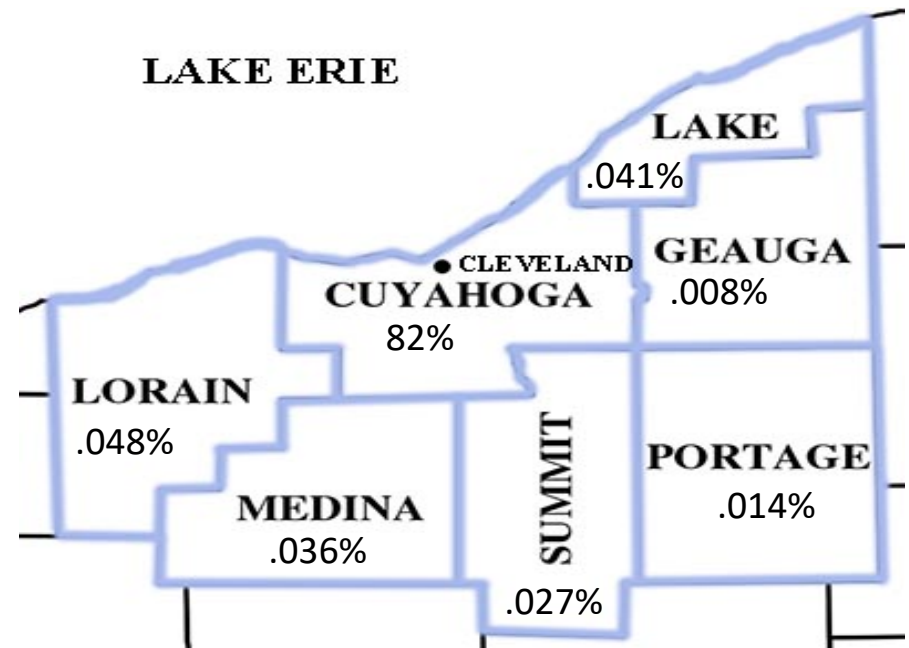


## EEO Job Categories

- **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

EEO Job Category	Affirmative Action Goals		Performance Measure (2015-2019)	
	Minority	Female	Minority	Female
<b>Affirmative Action:</b>				
Officials/Administrators	--	4	--	11
Professionals	--	28	--	94
Technicians	--	29	--	18
Protective Services	--	4	--	14
Administrative Support	--	--	--	--
Semi & Skilled Craft	--	20	--	4
Service Maintenance	--	106	--	802
<b>Total</b>	--	<b>191</b>	--	<b>943</b>



## 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

EEO Job Categories	Minority	Female
Officials/Administrators		
Professionals		
Technicians		
Protective Services		
Administrative Support		
Semi & Skilled Craft		
Service Maintenance		

## Regulation Change & New Process

EEO Job Categories	White	America Indian	Black	Hispanic/Latino	Asian	Native Hawaiian/Pacific Islander	Multi-Race
Officials/Administrators							
Professionals							
Technicians							
Protective Services							
Administrative Support							
Semi & Skilled Craft							
Service Maintenance							

- 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

EEO Job Category	Projected Vacancies	Male			Female				Total
		Hispanic	Asian	2 or More Races	White	Black	Hispanic	Asian	
Officials & Administrators	22	-	-	-	2	-	-	-	2
Professionals	68	-	2	-	45	-	-	3	50
Technicians	33	-	-	-	24	-	1	1	26
Protective Service	13	-	-	-	12	-	1	-	13
Admin Support	64	-	-	-	51	-	-	-	51
Semi-Skilled Craft	162	8	1	1	16	5	-	-	31
Service / Maintenance	427	24	9	3	258	-	23	10	327
<b>TOTAL</b>	<b>789</b>	<b>32</b>	<b>12</b>	<b>4</b>	<b>408</b>	<b>5</b>	<b>25</b>	<b>14</b>	<b>500</b>



## 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

