



December 9, 2013

## **UTILIZATION ANALYSIS**

An essential component of an EEO Plan is to evaluate one's workplace composition based on race, color, sex, national origin compared with the labor force composition of the immediate work place. A determination is made if certain identifiable groups are adequately represented based on availability of workers in the immediate area.

An analysis of Monroe County's workforce shows that women and minorities are underutilized in certain job categories. Under Utilization exists when the percentages of women and minorities in certain job categories differ to the extent that the difference between the County's Workforce and Community Labor Statistics are 4% greater.

Underutilization exists in the following job categories as of October 1, 2013

Professional:	Hispanic Males, Black Males
Administrative Support:	White Males, Hispanic Males
Protective Services:	White Females, Hispanic Females, Black Females
Skilled Craft:	White Females, Black Females

# CORRECTIVE ACTION

## 1. Send postings to women and minority organizations :

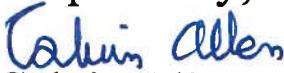
Bethel AME Church  
Key West, Florida

Hibiscus Park Civic Pride Association  
Key Largo, Florida

---

White Street Hispanic Baptist church  
1328 White St.  
Key West, Florida

Key West Women's Club (declined because it does not have  
any employees )

Respectfully,  
  
Calvin Allen  
EEO Coordinator