

# EEO Utilization Report

## Organization Information

Name: MHMR Of Tarrant County

City: Fort Worth

State: TX

Zip: 76113

Type: State Government (not law enforcement)

## **Step 1: Introductory Information**

### **Policy Statement:**

It is the policy of the Board of Trustees to reaffirm its commitment to afford equal employment opportunity to all qualified individuals regardless of race, color, religion, sex, national origin, age, covered veteran status, disability, sexual orientation, transgender, gender expression, gender identity or any legally protected characteristic.

It is the policy of this Center to provide equal employment opportunity (EEO) in full compliance with Title VII of the Civil Rights Act of 1964 as amended, the Age Discrimination in Employment Act of 1967 as amended, the Vietnam Veterans' Readjustment Assistance Act of 1972 as amended, the Rehabilitation Act of 1973 as amended, the Americans With Disabilities Act of 1990, the ADAAA of 2008, Fair Labor Standards of 1958, as amended (Equal Pay Act of 1963), Title II of the Genetic Information Nondiscrimination act of 2008 (GINA), Pregnancy Discrimination Act of 1978 and the Texas Commission on Human Rights Act and any laws and regulations that concern the Center.

Recruitment, hiring, training, and promotion of persons in all job classifications shall be administered according to law without regard to race, color, religion, sex, national origin, age, covered veteran status, disability, sexual orientation, transgender, gender expression, gender identity or any legally protected characteristic.

Following File has been uploaded:Equal Employment Opportunity.pdf

## Step 4b: Narrative of Interpretation

In review of the underutilization data by which two or more standard deviations occurred, the Human Resources department of MHMR of Tarrant County found that:

White Males reflect under-utilization in the following categories: Officials/Administrators: -31%, Professional: -25%, Administrative Support: -21% Protected Services, Non-sworn: -20%

Hispanic or Latino Males reflect under-utilization in the following categories: Officials/Administrators: -4%, Professionals: -1%, Administrative Support: -5%, Protective Services, Non-sworn: -6%

Asian Males reflect under-utilization in the following categories: Officials/Administrators -2%, Professionals: -2%

White Females reflect under-utilization in the following categories: Professional: -4%, Protected Services, Non-sworn: -21%,

It should be noted that there is a shortage of behavioral health professionals in Tarrant County. The supply of qualified persons to deliver Behavioral Health services may not be respective to the general labor workforce supply in Tarrant County. The data above represents a significant improvement over the last two years in the recruitment and retention of both Hispanic/Latino and White men in the service maintenance and protective services, non-sworn fields. Some improvement has also been noted in the recruitment and retention of both Hispanic and Latino men in the officials / administrative professional fields as well as in Asian women in the professional / administrative disciplines. We have outlined current objectives and steps towards achieving them based on the successful recruiting efforts.

## Step 5: Objectives and Steps

### 1. To encourage White Female to apply for vacancies in Professional and Protected Services, Non-sworn

- a. MHMR will evaluate recruiting strategy and performance as it pertains to females in the specified job categories through a review of employment organizational data to identify any issues that may pose barriers for females (e.g., examine applicant flow data for recent vacancies; review job posting and advertising practices; determine whether there are in-house career paths; evaluate hiring, retention, and attrition rates for particular positions or regions; review agreements with contractors for temporary employees to require a diversity plan).
- b. Based upon this internal evaluation of employment data, MHMR will review and update current recruiting, hiring, and interviewing processes as necessary within 6 months of the date of this Utilization Report. Furthermore, as part of our efforts to effectuate equal employment opportunity through recruiting strategy and performance for females, MHMR will continue and enhance the current practices noted below:
- c. Post open positions online and accept online submissions and hard copy applications on site to reduce application barriers;
- d. Partner with the Texas Workforce Commission, which offers applicants access to computers to complete online applications;
- e. Provide training to supervisors and managers regarding hiring and selection processes that prioritize equal employment opportunities
- f. Enhance and grow MHMRs Diversity, Equity, and Inclusion model, the mission of which is commitment to a diverse and inclusive environment that represents the community. MHMRs Diversity, Equity, and Inclusion model is a framework in development that will have an impact on aspects of recruitment, hiring, retention, and agency culture.
- g. Within 12 months of the date of this EEO Utilization Report, MHMR will review any implemented revisions to recruiting, hiring and interviewing processes, and evaluate our progress.
- h. MHMR will enhance recruiting efforts that target females in the identified job categories (e.g. through social media outreach; reviewing virtual recruitment opportunities; website development as it relates to recruitment; presentations at regional professional virtual or in-person conferences). MHMR will focus efforts toward recruiting at local high schools and colleges, particularly those with significant female memberships, and post virtual recruitment announcements with social media. MHMR will request membership to the female-based membership groups to grow a professional relationship and increase recruiting efforts in this forum. Due to the continued impact of COVID-19, MHMR continues recruitment efforts to include virtual forums to accommodate those applicants who wish to search

for employment virtually while limiting in-person contact.

## **2. Continue to encourage Asian males to apply for vacancies in the Officials/Administrators and Professionals**

- a. Within 12 months of the date of this EEO Utilization Report, MHMR will review any implemented revisions to recruiting, hiring and interviewing processes, and evaluate our progress.
- b. MHMR will enhance recruiting efforts that target Asian males in the identified job categories (e.g. through social media outreach; reviewing virtual recruitment opportunities; website development as it relates to recruitment; presentations at regional professional virtual or in-person conferences). MHMR will focus efforts toward recruiting at local high schools and colleges, particularly those with significant Asian memberships, and post virtual recruitment announcements with social media that reach Asian households. MHMR will request membership to the Asian Chamber of Texas with hopes to grow a professional relationship and increase recruiting efforts in this forum. Due to the continued impact of COVID-19, MHMR continues recruitment efforts to include virtual forums to accommodate those applicants who wish to search for employment virtually while limiting in-person contact.
- c. MHMR reviewed the data collected for this survey, and Asian males are still under-represented in the Officials/Administrators and Professionals job categories. MHMR is committed to the principle of equal employment opportunity. Efforts will be made to ensure that the makeup of the workforce reflects the diversity of the community.
- d. MHMR will evaluate recruiting strategy and performance as it pertains to Asian males in the specified job categories through a review of employment organizational data to identify any issues that may pose barriers for Asian males (e.g., examine applicant flow data for recent vacancies; review job posting and advertising practices; determine whether there are in-house career paths; evaluate hiring, retention, and attrition rates for particular positions or regions; review agreements with contractors for temporary employees to require a diversity plan).
- e. Further, as a component of this evaluation, MHMR will analyze employment data regarding employees who are hired and work in MHMR of Tarrant Countys rural service regions that are outside of Tarrant County, due to the fact that the demographic makeup of the labor market in those areas can vary drastically from that of Tarrant County.
- f. Based upon this internal evaluation of employment data, MHMR will review and update current recruiting, hiring, and interviewing processes as necessary within 6 months of the date of this Utilization Report. Furthermore, as part of our efforts to effectuate equal employment opportunity through recruiting strategy and performance for Asian males, MHMR will continue and enhance the current practices noted below:
- g. Post open positions online and accept online submissions and hard copy applications on site to reduce application barriers;
- h. Provide training to supervisors and managers regarding hiring and selection processes that prioritize equal employment opportunities
- i. Partner with the Texas Workforce Commission, which offers applicants access to computers to complete online applications;
- j. MHMR will enhance recruiting efforts that target Asian males in the identified job categories (e.g. through social media outreach; reviewing virtual recruitment opportunities; website development as it relates to recruitment; presentations at regional professional virtual or in-person conferences). MHMR will focus efforts toward recruiting at local high schools and colleges, particularly those with significant Asian memberships, and post virtual recruitment announcements with social media that reach Asian households. MHMR will request membership to the Asian Chamber of Texas with hopes to grow a professional relationship and increase recruiting efforts in this forum. Due to the continued impact of COVID-19, MHMR continues recruitment efforts to include virtual forums to accommodate those applicants who wish to search for employment virtually while limiting in-person contact.

## **3. To encourage Hispanic or Latino males to apply for vacancies in the Officials/Administrators, Professionals, Administrative Support, and Protective Services, Non-sworn job categories**

- a. MHMR reviewed the data collected for this survey, and Hispanic or Latino males are in general under-represented in the Officials/Administrators, Professionals, Administrative Support, and Protective Services, Non-sworn job categories. MHMR is committed to the principle of equal employment opportunity. Efforts will be made to ensure that the makeup of the workforce reflects the diversity of the community.
- b. MHMR will evaluate recruiting strategy and performance as it pertains to Hispanic or Latino males in the specified job categories through a review of employment organizational data to identify any issues that may pose barriers for Hispanic or Latino males (e.g., examine applicant flow data for recent vacancies; review job posting and advertising practices; determine whether there are in-house career paths; evaluate hiring, retention, and attrition rates for particular positions or regions; review agreements with contractors for temporary employees to require a diversity plan).

- c. Further, as a component of this evaluation, MHMR will analyze employment data regarding employees who are hired and work in MHMR of Tarrant County's service regions that are outside of Tarrant County. For example, MHMR's Early Childhood Services division employs individuals who work exclusively in Parker County or other rural counties within MHMR's service region but outside of Tarrant County, and the demographic makeup of the labor market in those areas can vary drastically from that of Tarrant County.
- d. Based upon this internal evaluation of employment data, MHMR will review and update current recruiting, hiring, and interviewing processes as necessary within 6 months of the date of this Utilization Report. Furthermore, as part of our efforts to effectuate equal employment opportunity through recruiting strategy and performance for Hispanic or Latino males, MHMR will continue and enhance the current practices noted below:
- e. Post open positions online and accept online submissions and hard copy applications on site to reduce application barriers;
- f. Partner with the Texas Workforce Commission, which offers applicants access to computers to complete online applications;
- g. Provide training to supervisors and managers regarding hiring and selection processes that prioritize equal employment opportunities
- h. Enhance and grow MHMR's Diversity, Equity, and Inclusion model, the mission of which is commitment to a diverse and inclusive environment that represents the community. MHMR's Diversity, Equity, and Inclusion model is a framework in development that will have an impact on aspects of recruitment, hiring, retention, and agency culture.
- i. Within 12 months of the date of this EEOP Utilization Report, MHMR will review any implemented revisions to recruiting, hiring and interviewing processes, and evaluate our progress.
- j. MHMR will continue to enhance recruiting efforts that target Hispanic or Latino males in the identified job categories (e.g. through social media outreach; reviewing both virtual and in-person recruitment opportunities, including on-site hiring fairs; website development; presentations at regional professional virtual or in-person conferences). MHMR will continue to focus efforts toward recruiting at local high schools and colleges, particularly those with significant Hispanic or Latino memberships, and post virtual recruitment announcements with social media that reach Hispanic or Latino households. MHMR is a member of the Fort Worth Hispanic Chamber of Commerce and plans to continue to grow those professional relationships and increase recruiting efforts in this forum. Due to the continued impact of COVID-19, MHMR continues recruitment efforts to include virtual forums to accommodate those applicants who wish to search for employment virtually while limiting in-person contact.

## **Step 6: Internal Dissemination**

1. MHMR will post a copy of the EEOP Utilization Report on MHMR's intranet, an in-house, electronic communication forum that only employees are able to access.
2. Furthermore, employees will be notified via a daily broadcast newsletter, entitled Uconnect, that the EEOP Utilization Report is available on MHMR's intranet.
3. Employees will also be notified via the Uconnect broadcast that a copy will be available upon request for review at MHMR's Human Resource Department, located at 3840 Hulen Street, Fort Worth, Texas, 76107.

## **Step 7: External Dissemination**

1. MHMR will post a copy of the EEO Utilization Report on MHMR's public website, <http://www.mhmtarrant.org>.
2. MHMR will post on MHMR's Business Opportunities website (for vendors and contractors) that MHMR has developed an EEOP Utilization Report, and it is available for review on the website. A link to the EEOP Utilization Report will be included.

**Utilization Analysis Chart**  
**Relevant Labor Market: Tarrant County, Texas**

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
<b>Officials/Administrators</b>																
Workforce #/%	39/17%	7/3%	16/7%	0/0%	1/0%	0/0%	2/1%	0/0%	89/38%	18/8%	58/25%	0/0%	0/0%	0/0%	5/2%	1/0%
CLS #/%	49,270/47%	6,865/7%	4,250/4%	245/0%	2,535/2%	20/0%	315/0%	160/0%	28,470/27%	5,140/5%	5,210/5%	140/0%	1,170/1%	20/0%	415/0%	160/0%
Utilization #/%	-31%	-4%	3%	-0%	-2%	-0%	1%	-0%	10%	3%	20%	-0%	-1%	-0%	2%	0%
<b>Professionals</b>																
Workforce #/%	85/8%	21/2%	62/6%	1/0%	16/1%	0/0%	3/0%	0/0%	410/37%	176/16%	271/24%	7/1%	35/3%	0/0%	18/2%	7/1%
CLS #/%	46,050/33%	4,550/3%	4,505/3%	255/0%	4,845/3%	70/0%	500/0%	305/0%	57,770/41%	7,190/5%	9,515/7%	290/0%	3,545/3%	75/0%	740/1%	300/0%
Utilization #/%	-25%	-1%	2%	-0%	-2%	-0%	-0%	-0%	-4%	11%	18%	0%	1%	-0%	1%	0%
<b>Technicians</b>																
Workforce #/%	10/31%	2/6%	3/9%	0/0%	1/3%	0/0%	0/0%	0/0%	6/19%	3/9%	4/12%	0/0%	0/0%	0/0%	1/3%	2/6%
CLS #/%	7,015/32%	1,245/6%	890/4%	10/0%	875/4%	0/0%	150/1%	35/0%	7,405/34%	1,555/7%	1,850/9%	40/0%	460/2%	0/0%	100/0%	70/0%
Utilization #/%	-1%	1%	5%	-0%	-1%	0%	-1%	-0%	-15%	2%	4%	-0%	-2%	0%	3%	6%
<b>Protective Services: Sworn</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	7,205/55%	1,280/10%	1,625/12%	40/0%	35/0%	95/1%	40/0%	20/0%	1,620/12%	350/3%	770/6%	15/0%	20/0%	0/0%	45/0%	0/0%
Utilization #/%																
<b>Protective Services: Non-sworn</b>																
Workforce #/%	14/6%	7/3%	31/12%	1/0%	1/0%	0/0%	0/0%	0/0%	48/19%	34/13%	108/43%	0/0%	1/0%	2/1%	5/2%	0/0%
Civilian Labor Force #/%	300/26%	100/9%	80/7%	0/0%	0/0%	0/0%	0/0%	0/0%	465/40%	125/11%	80/7%	0/0%	0/0%	0/0%	0/0%	10/1%
Utilization #/%	-20%	-6%	5%	0%	0%	0%	0%	0%	-21%	3%	36%	0%	0%	1%	2%	-1%
<b>Administrative Support</b>																
Workforce #/%	9/3%	4/1%	10/3%	0/0%	1/0%	0/0%	1/0%	0/0%	103/36%	63/22%	88/30%	0/0%	2/1%	0/0%	3/1%	5/2%
CLS #/%	57,075/24%	15,490/7%	9,495/4%	275/0%	3,855/2%	165/0%	705/0%	375/0%	91,210/39%	26,850/11%	21,390/9%	560/0%	4,425/2%	230/0%	1,460/1%	600/0%

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
	%	%							%	%	%					
Utilization #/%	-21%	-5%	-1%	-0%	-1%	-0%	0%	-0%	-3%	10%	21%	-0%	-1%	-0%	0%	1%
<b>Skilled Craft</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	37,580/48%	29,145/37%	3,960/5%	270/0%	1,995/3%	4/0%	565/1%	170/0%	2,115/3%	1,225/2%	1,115/1%	65/0%	645/1%	30/0%	79/0%	0/0%
Utilization #/%																
<b>Service/Maintenance</b>																
Workforce #/%	5/25%	4/20%	5/25%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	6/30%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	50,415/23%	54,660/25%	17,150/8%	360/0%	4,025/2%	75/0%	825/0%	430/0%	35,935/17%	31,820/15%	14,860/7%	345/0%	4,700/2%	165/0%	605/0%	265/0%
Utilization #/%	2%	-5%	17%	-0%	-2%	-0%	-0%	-0%	-17%	-15%	23%	-0%	-2%	-0%	-0%	-0%

### Significant Underutilization Chart

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
<b>Officials/Administrators</b>	✓	✓			✓											
<b>Professionals</b>	✓	✓			✓				✓							
<b>Protective Services: Non-sworn</b>	✓	✓							✓							
<b>Administrative Support</b>	✓	✓														



I understand the regulatory obligation under 28 C.F.R. ~ 42.301-.308 to collect and maintain extensive employment data by race, national origin, and sex, even though our organization may not use all of this data in completing the EEO Utilization Report.

I have reviewed the foregoing EEO Utilization Report and certify the accuracy of the reported workforce data and our organization's employment policies.

Certified As Final By: Espi West`

Sr. Director of Human Resources

11-18-2022

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[signature]

[title]

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