

EEOP Utilization Report



Wed Jul 29 12:46:44 EDT 2015

Step 1: Introductory Information

Grant Title: United States Department of Health and Human Services, Administration for Children and Families, Office of Child Support Enforcement, Texas Start Smart Program

Grant Number: 90FD0196-01-00

Grantee Name: Office of the Attorney General

Award Amount: \$150,000.00

Grantee Type: State Government Agency

Address: P.O. Box 12548
Austin, Texas
78711-2548

Contact Person: Henry De La Garza

Telephone #: 512-463-2009

Contact Address: P.O. Box 12548
Austin, Texas
78711-2548

DOJ Grant Manager: Bernard Morgan

DOJ Telephone #: 202-401-4896

Grant Title: Executive Office of the President, Office of National Drug Control Policy-Southwest Border High Intensity Drug Trafficking Area (HIDTA)

Grant Number: G14HN0002A

Grantee Name: Office of the Attorney General

Award Amount: \$16,100.00

Grantee Type: State Government Agency

Address: P.O. Box 12548
Austin, Texas
78711-2548

Contact Person: Henry De La Garza

Telephone #: 512-463-2009

Contact Address: P.O. Box 12548
Austin, Texas
78711-2548

State Granting Agency:

Grant Number: G14HN0002A

Contact Name: Jennie Bader

Contact Address: 15311 Vantage Parkway West, Suite #286
Houston, Texas
77902

Telephone #: 281-372-5705

Grant Title: United States Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention-Internet Crimes Against Children Task Force Program **Grant Number:** 2012-MC-FX-K047

Grantee Name: Office of the Attorney General **Award Amount:** \$1,419,012.00
Grantee Type: State Government Agency
Address: P.O. Box 12548
Austin, Texas
78711-2548

Contact Person: Henry De La Garza **Telephone #:** 512-463-2009
Contact Address: P.O. Box 12548
Austin, Texas
78711-2548

DOJ Grant Manager: Lou Ann Holland **DOJ Telephone #:** 202-305-2742

Grant Title: Office of the Governor, Criminal Justice Division, Texas Violent Gang Taskforce Initiative **Grant Number:** SF-14-A10-27340-01

Grantee Name: Office of the Attorney General **Award Amount:** \$61,555.00
Grantee Type: State Government Agency
Address: P.O. Box 12548
Austin, Texas
78711-2548

Contact Person: Henry De La Garza **Telephone #:** 512-463-2009
Contact Address: P.O. Box 12548
Austin, Texas
78711-2548

State Granting Agency: Office of the Governor **Grant Number:** SF-14-A10-27340-01
Contact Name: Judy Switzer
Contact Address: P.O. Box 12428
Austin, Texas
78711-2428
Telephone #: 512-463-7879

Grant Title: United States Department of Health and Human Services, **Grant Number:** 151TXSAVP

Administration for Children and Families, Office of Child Support Enforcement- State Access and Visitation Program Grant

Grantee Name: Office of the Attorney General **Award Amount:** \$749,084.00
Grantee Type: State Government Agency
Address: P.O. Box 12548
Austin, Texas
78711-2548
Contact Person: Henry De La Garza **Telephone #:** 512-463-2009
Contact Address: P.O. Box 12548
Austin, Texas
78711-2548
DOJ Grant Manager: Bernard Morgan **DOJ Telephone #:** 202-401-4896

Grant Title: United States Department of Health and Human Services, Administration for Children and Families, Office of Child Support Enforcement- Noncustodial Parent Employment Demonstration Grant **Grant Number:** 90FD0187-03-00

Grantee Name: Office of the Attorney General **Award Amount:** \$612,495.00
Grantee Type: State Government Agency
Address: P.O. Box 12548
Austin, Texas
78711-2548
Contact Person: Henry De La Garza **Telephone #:** 512-463-2009
Contact Address: P.O. Box 12548
Austin, Texas
78711-2548
DOJ Grant Manager: Bernard Morgan **DOJ Telephone #:** 202-401-4896

Grant Title: United States Department of Health and Human Services, Office of the Inspector General for the OAG Medicaid Fraud Control Unit **Grant Number:** 1501TX5050
Grantee Name: Office of the Attorney General **Award Amount:** \$15,768,000.00
Grantee Type: State Government Agency
Address: P.O. Box 12548
Austin, Texas

78711-2548
Contact Person: Henry De La Garza **Telephone #:** 512-463-2009
Contact Address: P.O. Box 12548
Austin, Texas
78711-2548
DOJ Grant Manager: Alexis Crowley **DOJ Telephone #:** 202-708-9710

Grant Title: Office of the Governor, Criminal Justice Division, DJ-Edward Memorial Justice Assistance, Financial Investigation Project **Grant Number:** DJ-12-A10-24790-04

Grantee Name: Office of the Attorney General **Award Amount:** \$494,201.00
Grantee Type: State Government Agency
Address: P.O. Box 12548
Austin, Texas
78711-2548

Contact Person: Henry De La Garza **Telephone #:** 512-463-2009
Contact Address: P.O. Box 12548
Austin, Texas
78711-2548

State Granting Agency: Office of the Governor **Grant Number:** DJ-12-A10-24790-04
Contact Name: Helen Martinez
Contact Address: P.O. Box 12548
Austin, Texas
78711-2548
Telephone #: 512-463-6472

Grant Title: Executive Office of the President, Office of National Drug Control Policy-Southwest Border High Intensity Drug Trafficking Area (HIDTA) **Grant Number:** G14SW0002A

Grantee Name: Office of the Attorney General **Award Amount:** \$234,937.00
Grantee Type: State Government Agency
Address: P.O. Box 12548
Austin, Texas
78711-2548

Contact Person: Henry De La Garza **Telephone #:** 512-463-2009

Contact Address: P.O. Box 12548
Austin, Texas
78711-2548

State Granting Agency: West Texas High Intensity Drug
Trafficking Area (HIDTA)

Grant Number: G14SW0002A

Contact Name: Rosa Marquez

Contact Address: 14141 Pinnacle Ste. 120
El Paso, Texas
77902

Telephone #: 915-532-9567

Grant Title: Office of the Governor, Criminal
Justice Division, DJ-Edward
Memorial Justice Assistance,
Human Trafficking Project

Grant Number: DJ-12-A10-24790-04

Grantee Name: Office of the Attorney General

Award Amount: \$596,350.00

Grantee Type: State Government Agency

Address: P.O. Box 12548
Austin, Texas
78711-2548

Contact Person: Henry De La Garza

Telephone #: 512-463-2009

Contact Address: P.O. Box 12548
Austin, Texas
78711-2548

State Granting Agency: Office of the Governor

Grant Number: DJ-12-A10-24790-04

Contact Name: Helen Martinez

Contact Address: P.O. Box 12548
Austin, Texas
78711-2548

Telephone #: 512-463-6472

Grant Title: United States Department of
Justice, Office of Justice Programs,
Office for Victim of Crime
Compensation Grant

Grant Number: 2014-VC-GX-0044

Grantee Name: Office of the Attorney General

Award Amount: \$20,443,000.00

Grantee Type: State Government Agency

Address: P.O. Box 12548
Austin, Texas

78711-2548

Contact Person: Henry De La Garza **Telephone #:** 512-463-2009
Contact Address: P.O. Box 12548
Austin, Texas
78711-2548
DOJ Grant Manager: Kisha Green **DOJ Telephone #:** 202-616-3573

Grant Title: United States Department of Health and Human Services Center for Disease Control and Prevention Preventative Health Services (PHHS) Block Grant **Grant Number:** 2015-047572

Grantee Name: Office of the Attorney General **Award Amount:** \$562,234.00
Grantee Type: State Government Agency
Address: P.O. Box 12548
Austin, Texas
78711-2548

Contact Person: Henry De La Garza **Telephone #:** 512-463-2009
Contact Address: P.O. Box 12548
Austin, Texas
78711-2548

State Granting Agency: Texas Department of State Health Services **Grant Number:** 2015-047572
Contact Name: Amy Pearson
Contact Address: P.O. Box 149347
Austin, Texas
78714-9347
Telephone #: 512-834-4555

Grant Title: United States Department of Health and Human Services Center for Disease Control and Prevention Preventative Health Services (RPE) Grant **Grant Number:** 2014-044557

Grantee Name: Office of the Attorney General **Award Amount:** \$1,969,345.00
Grantee Type: State Government Agency
Address: P.O. Box 12548
Austin, Texas
78711-2548

Contact Person:	Henry De La Garza	Telephone #:	512-463-2009
Contact Address:	P.O. Box 12548 Austin, Texas 78711-2548		
State Granting Agency:	Texas Department of State Health Services	Grant Number:	2014-044557
Contact Name:	Carol Harvey		
Contact Address:	P.O. Box 149347 Austin, Texas 78714-9347		
Telephone #:	512-776-6965		

Policy Statement:

The Office of the Attorney General (OAG) provides equal employment opportunities for all employees and individuals seeking employment, regardless of race, sex/gender, religion, color, national origin, age, genetic information or disability. Further, the OAG utilizes principles of affirmative action to attract and retain a labor force representative of the Texas labor pool.

Step 4b: Narrative Underutilization Analysis

The OAG has fifteen instances of underutilization: The highest underutilization is the "White male Officials/Administrators" category with an underutilization of (-22%). The other areas of underutilization are: White male Professionals (-14%); White male Administrative Support (-13%); White female Professionals (-9%); Hispanic male Administrative Support (-7%); White female Protective Services Non-Sworn (-7%); Hispanic female Protective Services Non-Sworn (-5%); Asian male Professionals (-4%); Asian male Officials/Administrators (-2%); Black male Administrative Support (-2%); Asian female Professionals (-2%); Black male Professionals (-1%); Asian male Administrative Support (-1%); Other male Professionals (-0%); and Other female Professionals (-0).

Pursuant to the OAG EEO Plan, this agency will endeavor to recruit more staff for the categories identified above. As a state agency, the OAG is unable to compete effectively in many job categories. Nonetheless, public sector employment does offer some advantages that may allow the OAG to attempt to recruit in the identified job categories.

Step 5 & 6: Objectives and Steps

1. To encourage White males to apply for vacancies in the Officials/Administrators, Professionals, and Administrative Support job categories:

a. The Human Resources Director will emphasize the recruitment of individuals for jobs in the EEO categories with underutilization and will promote the agency's recruiting programs. For example, the OAG's "Law Clerk Program" directs its efforts at qualified individuals for law clerk and future attorney positions. The "Volunteer and Intern Program" (VIP) recruits volunteer interns at the undergraduate level. Both programs reach potential employees at the law school level or at undergraduate universities. The OAG will attend recruitment fairs on campuses of historically diverse universities as resources allow.

2. To encourage Hispanic males to apply for vacancies in the Administrative Support job category:

a. The Human Resources Director will emphasize recruiting individuals for jobs in the EEO categories with underutilization and will promote the agency's recruiting programs. The VIP recruits volunteer interns at the undergraduate level, which assists in the placement of administrative support employees.

3. To encourage Asian males to apply for vacancies in the Officials/Administrators, Professionals, and Administrative Support job categories:

a. The Human Resources Director will emphasize the recruitment of individuals for jobs in the EEO categories with underutilization and will promote the agency's recruiting programs. The "Volunteer and Intern Programs" (VIP) recruits volunteer interns at the undergraduate level. Both programs reach potential employees at the law school level or at the undergraduate universities. The OAG will attend recruitment fairs on campuses of historically diverse universities as resources allow.

4. To encourage African American males to apply for vacancies in the Professionals and Administrative Support categories:

a. The Human Resources Director will emphasize the recruitment of individuals for jobs in the EEO categories with underutilization and will promote the agency's recruiting programs. For example, the OAG's "Law Clerk Program" directs its efforts at qualified individuals for law clerk and future attorney positions. The "Volunteer and Intern Programs" (VIP) recruits volunteer interns at the undergraduate level. Both programs reach potential employees at the law school level or at the undergraduate universities. The OAG will attend recruitment fairs on campuses of historically diverse universities as resources allow.

5. To encourage Other males to apply for the vacancies in the Professionals job category:

a. The Human Resources Director will emphasize the recruitment of individuals for jobs in the EEO categories with underutilization and will promote the agency's recruiting programs. For example, the OAG's "Law Clerk Program" directs its efforts at qualified individuals for law clerk and future attorney positions. The "Volunteer and Intern Programs" (VIP) recruits volunteer interns at the undergraduate level. Both programs reach potential employees at the law school level or at the law school level or at undergraduate universities. The OAG will attend recruitment fairs on campuses of historically diverse universities as resources allow.

6. To encourage White females to apply for the vacancies in the Professionals and Protective Services: Non-sworn job categories:

a. The Human Resources Director will emphasize the recruitment of individuals for jobs in the EEO categories with underutilization and will promote the agency's recruiting programs. For example, the OAG's "Law Clerk Program" directs its efforts at qualified individuals for law clerk and future attorney positions. The VIP recruits volunteer interns at the undergraduate level. The VIP thereby assists in the recruitment of future attorneys, technicians, and protective services employees. Both programs reach potential employees at the law school level or at undergraduate universities. The OAG will attend recruitment fairs on campuses of historically diverse universities as resources allow.

7. To encourage Hispanic females to apply for the vacancies in the Protective Services: Non-sworn job category:

a. The Human Resources Director will emphasize the recruitment of individuals for jobs in the EEO categories with underutilization and will promote the agency's recruiting programs. The VIP, for example, recruits volunteer interns at the undergraduate level, assisting in the placement of protective services employees.

8. To encourage Asian females to apply for vacancies in the Professionals job category:

a. The Human Resources Director will emphasize the recruitment of individuals for jobs in the EEO categories with underutilization and will promote the agency's recruiting programs. The "Volunteer and Intern Program" recruits volunteer interns at the undergraduate level. Both programs reach potential employees at the law school level or at undergraduate universities. The OAG will attend recruitment fairs on campuses of historically diverse universities as resources allow.

9. To encourage Other females to apply for vacancies in the Professionals job category:

a. The Human Resources Director will emphasize the recruitment of individuals for jobs in the EEO categories with underutilization and will promote the agency's recruiting programs. The "Volunteer and Intern Program" recruits volunteer interns at the undergraduate level. Both programs reach potential employees at the law school level or at undergraduate universities. The OAG will attend recruitment fairs on campuses of historically diverse universities as resources allow.

Step 7a: Internal Dissemination

The agency will continue to publicize and promote its equal employment opportunity policy (EEO) interest by:

- including the EEO policy in the OAG's Policies and Procedures Manual.
- including an EEO policy statement in the State of Texas employment application;
- explaining the policy in "New Employee Orientation";
- continuing to require mandatory discrimination-awareness training for all employees;
- including appropriate nondiscrimination clauses in contractual agreements; and
- making the EEO Plan available to employees on the agency intranet.

Step 7b: External Dissemination

The agency will continue to inform recruiting sources orally and in writing of the agency's EEO commitment and will continue to inform prospective employees that the agency is an equal opportunity employer.

In addition, the agency will make the EEO Plan available on the agency website at www.texasattorneygeneral.gov.

OAG employees are encouraged to share in the responsibility of promoting the agency to potential employees. OAG employees do this by their involvement in community programs and community organizations.

Utilization Analysis Chart
Relevant Labor Market: 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
Officials/Administrators																
Workforce #/%	77/22%	29/8%	8/2%	0/0%	2/1%	0/0%	2/1%	0/0%	126/35%	77/22%	31/9%	1/0%	2/1%	0/0%	3/1%	0/0%
CLS #/%	580,285/4 4%	141,750/1 1%	46,940/4 %	2,855/0%	32,690/2 %	355/0%	5,585/0%	2,320/0%	329,245/2 5%	104,820/8 %	57,910/4 %	1,450/0%	18,120/1 %	290/0%	4,100/0%	1,920/0%
Utilization #/%	-22%	-3%	-1%	-0%	-2%	-0%	0%	-0%	10%	14%	4%	0%	-1%	-0%	1%	-0%
Professionals																
Workforce #/%	463/16%	248/9%	62/2%	4/0%	23/1%	1/0%	22/1%	0/0%	754/26%	840/29%	362/13%	7/0%	45/2%	2/0%	28/1%	0/0%
CLS #/%	571,920/3 0%	128,995/7 %	62,490/3 %	2,165/0%	82,485/4 %	325/0%	6,205/0%	3,610/0%	671,035/3 5%	185,970/1 0%	117,635/6 %	3,215/0%	64,765/3 %	570/0%	8,510/0%	3,885/0%
Utilization #/%	-14%	2%	-1%	0%	-4%	0%	0%	-0%	-9%	20%	7%	0%	-2%	0%	1%	-0%
Technicians																
Workforce #/%	5/56%	0/0%	0/0%	0/0%	2/22%	0/0%	1/11%	0/0%	0/0%	0/0%	0/0%	0/0%	1/11%	0/0%	0/0%	0/0%
CLS #/%	88,020/28 %	35,655/11 %	13,085/4 %	485/0%	11,895/4 %	225/0%	1,210/0%	395/0%	86,770/28 %	37,265/12 %	26,250/8 %	560/0%	9,825/3%	105/0%	1,215/0%	695/0%
Utilization #/%	27%	-11%	-4%	-0%	18%	-0%	11%	-0%	-28%	-12%	-8%	-0%	8%	-0%	-0%	-0%
Protective Services: Sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	94,995/42 %	52,260/23 %	26,585/12 %	525/0%	1,590/1%	160/0%	1,295/1%	575/0%	21,140/9 %	11,835/5 %	15,775/7 %	215/0%	355/0%	15/0%	490/0%	240/0%
Utilization #/%																
Protective Services: Non-sworn																
Workforce #/%	104/39%	50/19%	11/4%	0/0%	0/0%	2/1%	2/1%	0/0%	51/19%	25/9%	13/5%	3/1%	3/1%	0/0%	1/0%	0/0%
Civilian Labor Force #/%	4,570/27 %	2,460/15 %	1,195/7%	30/0%	130/1%	0/0%	95/1%	55/0%	4,390/26 %	2,480/15 %	1,165/7%	0/0%	85/1%	0/0%	135/1%	20/0%
Utilization #/%	12%	4%	-3%	-0%	-1%	1%	0%	-0%	-7%	-5%	-2%	1%	1%	0%	-0%	-0%
Administrative Support																
Workforce #/%	44/7%	25/4%	9/2%	1/0%	1/0%	0/0%	3/1%	0/0%	206/35%	222/38%	69/12%	0/0%	4/1%	0/0%	5/1%	0/0%

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
CLS #/%	591,205/2 0%	318,910/1 1%	112,160/4 %	2,830/0% %	44,130/2 %	1,230/0% %	7,925/0% %	4,360/0% %	967,165/3 3%	566,400/1 9%	228,485/8 %	5,395/0% %	47,370/2 %	1,255/0% %	13,890/0 %	6,530/0% %
Utilization #/%	-13%	-7%	-2%	0%	-1%	-0%	0%	-0%	2%	18%	4%	-0%	-1%	-0%	0%	-0%
Skilled Craft																
Workforce #/%	1/20%	1/20%	2/40%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/20%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	472,255/4 2%	521,955/4 6%	55,720/5 %	3,210/0% %	18,345/2 %	400/0% %	5,750/1% %	2,820/0% %	22,435/2 %	18,755/2 %	5,855/1% %	310/0% %	4,830/0% %	80/0% %	615/0% %	135/0% %
Utilization #/%	-22%	-26%	35%	-0%	-2%	-0%	-1%	-0%	-2%	18%	-1%	-0%	-0%	-0%	-0%	-0%
Service/Maintenance																
Workforce #/%	2/33%	2/33%	0/0%	0/0%	0/0%	0/0%	1/17%	0/0%	0/0%	1/17%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	596,680/2 0%	895,570/3 0%	207,740/7 %	3,955/0% %	41,655/1 %	1,280/0% %	9,265/0% %	5,160/0% %	403,495/1 4%	588,965/2 0%	173,535/6 %	3,805/0% %	45,570/2 %	975/0% %	7,875/0% %	3,200/0% %
Utilization #/%	13%	3%	-7%	-0%	-1%	-0%	16%	-0%	-14%	-3%	-6%	-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
Officials/Administrators	✓				✓											
Professionals	✓		✓		✓			✓	✓				✓			✓
Protective Services: Non-sworn									✓	✓						
Administrative Support	✓	✓	✓		✓											

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 EEOP Utilization Report.

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

Certified As Final By: Henry De La Garza

Chief Employment Counsel & Ethics Advisor 07-21-2015

[signature]

[title]

[date]