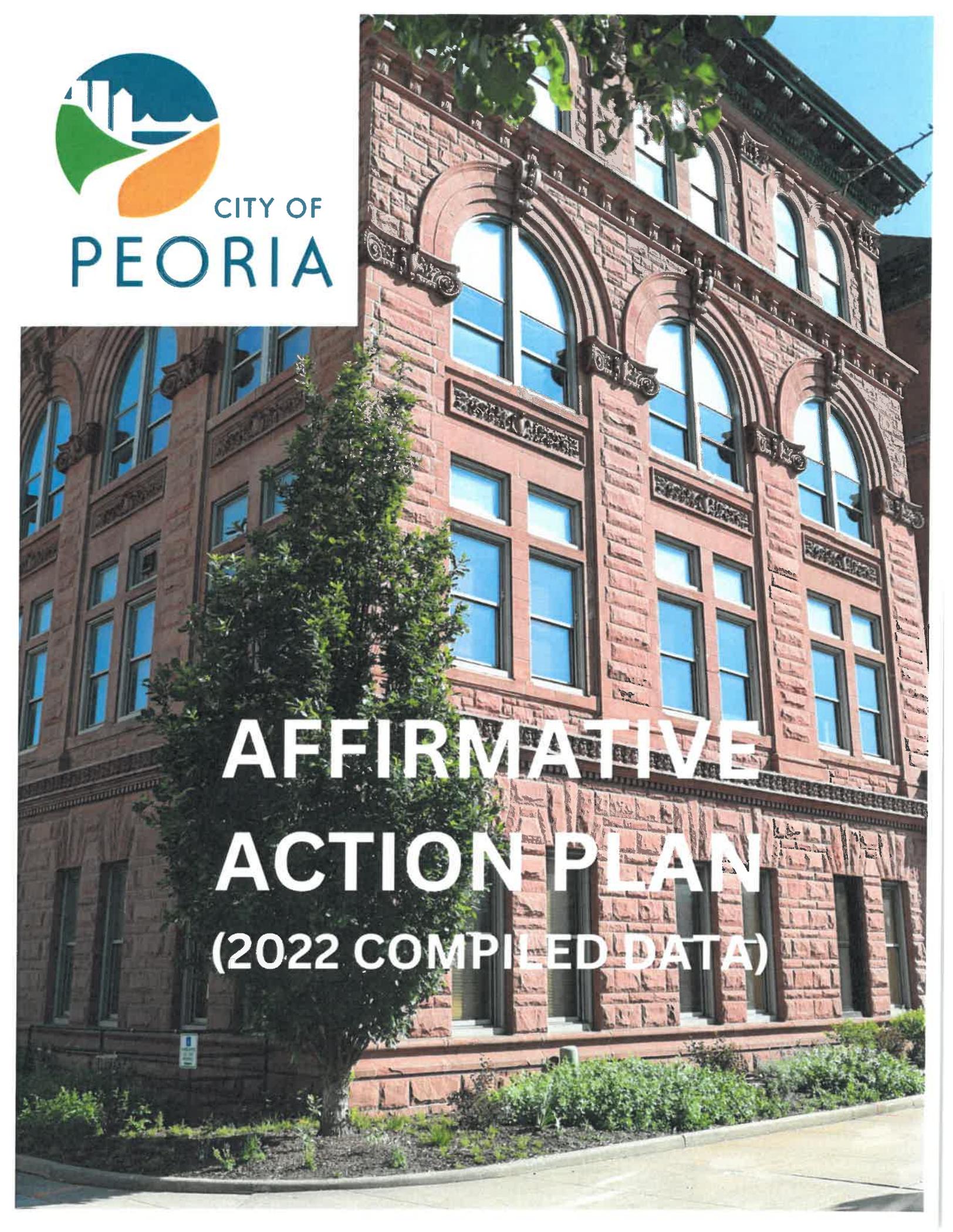




CITY OF
PEORIA



**AFFIRMATIVE
ACTION PLAN
(2022 COMPILED DATA)**

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No information contained in the AAP or any supporting data or documentation is to be copied, removed from the premises, or released to other individuals without a prior notification to and permission from the Municipal Government.

This AAP does not constitute an express or implied contract between the Municipal Government and its employees, job applicants, or other persons, nor does it change in any way the basic at will employment relationship all Municipal Government employees have with the Municipal Government. Nothing in this AAP creates a private right of action on behalf of any individual or group against the Municipal Government.

responsibility for implementation of the Municipal Government's affirmative action activities. The Affirmative Action Officer has the full support of top management to fully implement this Program. All managers and supervisors will take an active part in the Municipal Government's AAP to ensure all qualified employees and prospective employees are treated in a non-discriminatory manner with respect to all employment decisions. Furthermore, City of Peoria, Illinois will solicit the cooperation and support of all employees for the Municipal Government's Equal Employment Opportunity and Affirmative Action Statement of Policy.

The Municipal Government's Affirmative Action Program includes an audit and reporting system, which, among other things, uses metrics and other information to measure the effectiveness of the Program. The Affirmative Action Officer has been assigned responsibility for periodically reviewing progress with compliance and implementation of the Municipal Government's affirmative action policy. In accordance with public law, the Municipal Government's Affirmative Action Program for qualified individuals with disabilities and the Affirmative Action Program for protected veterans are available for inspection in the Human Resources Department, Available for inspection in the Human Resources Office, Monday through Friday, from 8:30 a.m. to 5:00 p.m. upon request. upon request.

In addition, employees and applicants will not be subjected to harassment, intimidation, threats, coercion, or discrimination because they have engaged in, or may have engaged in, filing a complaint, assisting or participating in an investigation, compliance review hearing, or other activity related to the administration of Section 503 of the Rehabilitation Act of 1973, as amended, the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, Executive Order 11246, and/or any other federal, state or local law or regulation regarding equal employment opportunity, opposing any act or practice made unlawful, or exercising any other right protected by such laws or regulations. City of Peoria, Illinois will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. However, employees who have access to the compensation information of other employees or applicants as a part of their essential job functions cannot disclose the pay of other employees or applicants to individuals who do not otherwise have access to compensation information, unless the disclosure is (a) in response to a formal complaint or charge, (b) in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or (c) consistent with the contractor's legal duty to furnish information.

Sex Discrimination Policy

41 C.F.R. 60-20.1 – 60-20.6

Pursuant to City of Peoria, Illinois's equal employment opportunity and affirmative action policy, the Municipal Government prohibits sexual discrimination and harassment in the workplace. This policy applies to all terms and conditions of employment, including but not limited to, recruitment, hiring, promotion, transfer, demotion, layoff or recall from layoff, termination, wage and benefit administration and selection for training or other employment opportunities. The terms "because of sex", on the "basis of sex", "regardless of sex" and "without regard to sex" include, but are not limited to, because of or on the basis of pregnancy, childbirth or related medical conditions, sexual orientation, gender identity and transgender status. In furtherance of the Municipal Government's commitment to ensuring equal employment opportunity regardless of sex, the Municipal Government will take the following steps, as appropriate:

- Recruit individuals for all positions without regard to their sex, except where sex is a bona fide occupational qualification
- Ensure job postings and recruitment materials do not express a sex preference, unless sex is a bona fide occupational qualification
- Review employment practices and personnel policies to ensure that applicants and employees are not discriminated against or harassed on the basis of sex
- Provide qualified employees with an equal opportunity to any available job without regard to their sex, except where sex is a bona fide occupational qualification
- Administer employment opportunities, wages, hours, conditions of employment, retirement programs, and other employee benefits regardless of sex
- Develop written policies which prohibit unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature towards employees and take reasonable steps to prevent such harassment from occurring
- Provide appropriate restroom and other facilities for applicants and employees
- Refrain from reliance on any state laws which conflict with the non-discrimination provisions of Title VII of the Civil Rights Act of 1964 or Executive Order 11246 and are superseded thereby
- Ensure employees are not discriminated against because of pregnancy, childbirth, or related medical conditions. Females affected by pregnancy, childbirth, or related medical conditions will be treated the same as other persons who are not so affected but are similarly able or unable to work
- Administer any seniority systems without regard to sex
- Determine wage schedules without regard to sex
- Ensure individuals are not restricted to certain job classifications based on sex.

Responsibility for Implementation

41 C.F.R. 60-2.17

City of Peoria, Illinois has assigned primary management responsibility and accountability for ensuring full compliance with the Affirmative Action Program to Melodi Green, the Affirmative Action Officer of the Municipal Government. The Affirmative Action Officer has the authority, resources, support of and access to top management necessary to ensure the effective implementation of the AAP. The identity of the Affirmative Action Officer appears on internal and external communications regarding the Municipal Government's equal employment opportunity and affirmative action policies.

The duties of the Affirmative Action Officer and designees include:

- Developing policy statements, AAPs, and internal and external modes of communication
- Overseeing regular discussions with local managers, supervisors, and employees to ensure the Municipal Government's policies are being followed
- Training personnel involved in the recruitment, screening, selection, promotion, disciplinary, and related processes to ensure the commitments in the Municipal Government's Affirmative Action Program are implemented
- Advising managers and supervisors that the Municipal Government is obligated to prevent discrimination and harassment of applicants and employees on any basis protected by law
- Identifying any problem areas in implementing the AAP, and developing solutions
- Ensuring policies are in place to identify any barriers to employment based on sex, gender identity, sexual orientation, race, color, religious creed, or national origin and assisting managers in developing solutions to ensure all individuals benefit from equal employment opportunities
- Designing and implementing an internal audit and reporting system to measure the effectiveness of the Municipal Government's Program, indicate the need for remedial action, determine the degree to which the Municipal Government's objectives have been attained, determine whether all employees have had the opportunity to participate in Municipal Government-sponsored educational, training, recreational, and social activities, and ensure each Municipal Government location is in compliance with applicable laws and regulations
- Serving as liaison between the Municipal Government and enforcement agencies, and between the Municipal Government and organizations of and for minorities or females
- Encouraging active involvement by Municipal Government representatives in the community service programs of local organizations of and for minorities and females

Organizational Profile

41 C.F.R. 60-2.11

As one of the diagnostic components of City of Peoria, Illinois's AAP, the Municipal Government has completed a profile of the workforce at the Peoria, IL establishment. The organizational profile is an overview of the staffing patterns at this establishment and is used to determine whether there are areas in the workforce where individuals are underrepresented or concentrated by gender or race.

To complete the organizational profile the Municipal Government has elected to follow the Workforce Analysis methodology. The analysis identifies the departments at the Peoria, IL establishment and for each department lists all job titles from lowest to highest paid. For each job title, the report provides the following data: the total number of incumbents, the total number of male and female incumbents, and the total number of male and female incumbents by racial/ethnic group.

Availability Analysis

41 C.F.R. 60-2.14

The availability analysis is a part of the Incumbency vs. Estimated Availability Analysis - the final diagnostic component of this AAP. The purpose of the availability analysis is to establish a benchmark against which the demographic composition of the Municipal Government's workforce may be compared to determine whether barriers to equal employment opportunity may exist within particular job groups.

Pursuant to applicable regulations, the availability analysis for each job group examines two potential areas of availability: individuals with the requisite skills outside the establishment (external availability) and individuals within the establishment who are promotable, transferable, and/or trainable (internal availability). In determining availability, the Municipal Government has selected a reasonable recruitment area and the pool of promotable, transferable, and trainable employees in such a way as not to exclude qualified minorities and females. Moreover, when determining external availability, the Municipal Government has used the most current and discrete statistical information available. For this availability analysis, the Municipal Government has used the EEO 2014-2018 ACS Tabulation Data. Finally, where a job group is composed of different job titles that carry different availability rates, the Municipal Government calculated a composite availability figure. The Municipal Government arrived at the composite availability figure by determining the proportion of the job group incumbents employed in each job title, weighting the availability for each job title by the proportion of incumbents employed in that title, and adding together the weighted availability estimates.

A brief written rationale for the selection of the recruitment areas and internal pools by job group is included with this AAP.

Placement Goals

41 C.F.R. 60-2.16

As required by applicable regulations, City of Peoria, Illinois has established placement goals where the actual representation of minorities or females in a job group is less than would be reasonably expected based on calculated availability.

In establishing placement goals, the Municipal Government applied the following principles:

- When the percentage of minorities or females employed in a particular job group is less than would reasonably be expected, given their availability percentage in that job group, the Municipal Government established a percentage annual placement goal at least equal to the availability figure derived for minorities or females, as appropriate, for that job group.
- Placement goals are not quotas that must be met, nor are they to be considered as either a ceiling or a floor for the employment of individuals of a specific race or sex.
- In all employment decisions, the Municipal Government makes selections in a nondiscriminatory manner. Placement goals do not provide a justification to extend a preference to any individual, select an individual, or adversely affect an individual's employment status, on the basis of that individual's sex, gender identity, sexual orientation, race, color, religious creed, national origin, physical or mental disability, protected veteran status, or other characteristic protected by law.
- Placement goals do not create set-asides for specific groups, nor are they intended to achieve proportional representation or equal results.
- Placement goals are not used to supersede merit selection principles, nor do these placement goals require the Municipal Government to hire a person who lacks qualifications to perform the job successfully or hire a less qualified person in preference to a more qualified one.

As is described in more detail in the Action-Oriented Program section of this AAP, where a placement goal is set, the Municipal Government will develop affirmative steps to increase the recruitment and training of the underrepresented group.

Applicant Flow

The Municipal Government accepted applications for open positions, and persons interested in obtaining employment with the Municipal Government were advised to apply according to the Municipal Government's current policy. The Municipal Government periodically reviews recruitment and selection actions to ensure there are no barriers to equal employment opportunity.

Hires

The Municipal Government periodically reviews recruitment, selection and hiring actions to ensure there are no barriers to equal employment opportunity and no significant differences in selection rates by gender or race/ethnicity. Job descriptions are reviewed to make sure duties are accurately described and the experience and education requirements are job related. Job descriptions will continue to be written without regard to sex, gender identity, sexual orientation, race, color, religious creed, national origin, physical or mental disability, protected veteran status, or any other characteristic protected by law.

Application forms are reviewed to ensure all requested information is job related, and the forms comply with all applicable laws. Where applicable, tests will be reviewed and administered in a non-discriminatory manner.

Municipal Government representatives who are involved in the selection process will be briefed on the Municipal Government's obligations. Hiring decisions are to be based on the applicant's experience, skills, abilities, education, and any other job-related criteria.

Promotions

The Municipal Government provides employees the opportunity to be promoted. The Municipal Government periodically reviews promotional actions to ensure there are no barriers to equal employment opportunity and no significant differences in selection rates by gender or race/ethnicity.

The Municipal Government provides reasonable opportunity for employees to advance by offering training and other developmental opportunities. Most promotional opportunities are posted, providing interested employees with an opportunity to apply.

Terminations

Development and Implementation of Action-Oriented Programs

41 C.F.R. 60-2.17

City of Peoria, Illinois has developed and executed action-oriented programs designed to correct any problem areas that may exist. To remove identified barriers and expand employment opportunities, the Municipal Government engages in or has made plans to implement the activities outlined in this AAP, as appropriate.

The Municipal Government's commitment to equal employment opportunity is publicized and employees are encouraged to participate in the Municipal Government's Affirmative Action Program through activities such as the following.

- Written notification of the Municipal Government's affirmative action policy will be sent to all subcontractors, including subcontracting vendors and suppliers, and request appropriate action on their part.
- The Municipal Government will make the Equal Employment Opportunity Clause part of all covered contracts and purchase orders.
- The Municipal Government's Equal Employment Opportunity and Affirmative Action Statement of Policy will be made available to applicants and employees. The policy will include a statement that employees and applicants are protected from coercion, intimidation, and interference or discrimination for filing a complaint or assisting in an investigation under Executive Order 11246, as amended. When applicable, the Municipal Government will publicize the policy in Municipal Government publications.
- The Municipal Government will hold meetings with executive, management and supervisory personnel to explain the Municipal Government's policy of affirmative action and to make clear the City Manager's support for the policy.
- Advertisements or solicitations for prospective employees will indicate the Municipal Government is an equal opportunity employer.
- The Municipal Government will seek to include individuals covered by this AAP when employees are pictured in consumer and personnel recruitment advertising.
- The Municipal Government will encourage qualified minority and female applicants to apply for available job openings through the following activities, as appropriate:
- Minority and female, as well as non-minority and male, employees will be actively encouraged to refer applicants to the Municipal Government.
- The Municipal Government will send available job opportunities to the State Employment Services Delivery System.
- The Municipal Government will identify local organizations and/or community agencies specializing in placing and/or developing training programs for protected individuals and send them notices of vacant positions.

Internal Audit and Reporting System

41 C.F.R. 60-2.17

It is the responsibility of the Municipal Government's Affirmative Action Officer to monitor employment and personnel practices to ensure compliance with applicable regulations and adherence to the Municipal Government's Affirmative Action Policy, and to measure the effectiveness of City of Peoria, Illinois's AAP.

The Municipal Government's audit and reporting system is designed and implemented to:

- Measure the effectiveness of the AAP
- Identify any need for remedial action
- Determine the degree to which the Municipal Government's objectives are being attained
- Determine whether protected individuals have had the full opportunity to equal employment and to participate in all Municipal Government sponsored educational, training, recreational, and social activities
- Measure the Municipal Government's compliance with the AAP's specific obligations
- Document the actions taken to monitor the Municipal Government's compliance with the AAP's specific obligations.

To measure the effectiveness of the AAP, the Municipal Government may take the following actions:

- Audit the Municipal Government's voluntary self-identification process to monitor the number of individuals who choose to self-identify and evaluate whether changes could be made to Municipal Government's self-identification process to encourage greater voluntary self- identification
- Monitor records of applicant flow, referrals, placements, training, transfers, promotions, terminations, and compensation decisions to evaluate the degree to which equal employment opportunity and organizational objectives are being obtained
- Report on the organization's progress towards equal employment opportunity and any identified problem areas so appropriate steps can be taken to resolve any issues
- Examine available utilization and benchmark data regarding protected individuals and develop action-oriented programs to address any areas of underutilization
- Review available data computations and analyses regarding applicants and hires
- Review the effectiveness of the Municipal Government's recruitment and outreach activities
- Use a schedule to regularly assess any mental and physical qualifications to ensure they are job-related and consistent with business necessity

Reports

Workforce Analysis

Total for 11	Total	8	Mal	4	3	1	0	0	0	0	0	0
	Tot Min	2	Fem	4	3	1	0	0	0	0	0	0

12 HUMAN RESOURCES

Job Code & Title	Grade & EEO Code	Total	W	B	A	H	I	P	2	
1101		Total 1	Mal	0	0	0	0	0	0	0
PAYROLL TECHNICIAN	3	Tot Min 0	Fem	1	1	0	0	0	0	0
1026		Total 1	Mal	1	1	0	0	0	0	0
PAYROLL SUPERVISOR	3	Tot Min 0	Fem	0	0	0	0	0	0	0
1114		Total 1	Mal	1	1	0	0	0	0	0
CLASS AND COMP SPECIALIST	2	Tot Min 0	Fem	0	0	0	0	0	0	0
1012		Total 1	Mal	0	0	0	0	0	0	0
HUMAN RESOURCES COORDINATOR	2	Tot Min 1	Fem	1	0	1	0	0	0	0
1093		Total 1	Mal	0	0	0	0	0	0	0
AFFIRMATIVE EMPLOYMENT SPEC.	2	Tot Min 1	Fem	1	0	1	0	0	0	0
1100		Total 1	Mal	0	0	0	0	0	0	0
BENEFITS ADMINISTRATOR II	2	Tot Min 0	Fem	1	1	0	0	0	0	0
1046		Total 1	Mal	1	1	0	0	0	0	0
SR.HUMAN RESOURCES SPECIALIST	2	Tot Min 0	Fem	0	0	0	0	0	0	0
8500		Total 7	Mal	6	3	3	0	0	0	0
COMMISSION MEMBER	1	Tot Min 4	Fem	1	0	1	0	0	0	0
1075		Total 1	Mal	0	0	0	0	0	0	0
HUMAN RESOURCES DIRECTOR	1	Tot Min 0	Fem	1	1	0	0	0	0	0
Total for 12		Total 15	Mal	9	6	3	0	0	0	0
		Tot Min 6	Fem	6	3	3	0	0	0	0

13 FINANCE

Job Code & Title	Grade & EEO Code	Total	W	B	A	H	I	P	2	
5006		Total 3	Mal	1	1	0	0	0	0	0
ACCOUNTS RECEIVABLE TECHNICIAN	6	Tot Min 2	Fem	2	0	2	0	0	0	0
5022		Total 1	Mal	0	0	0	0	0	0	0
ACCOUNTS PAYABLE TECHNICIAN	6	Tot Min 0	Fem	1	1	0	0	0	0	0

Workforce Analysis

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LEGAL

Job Code & Title	Grade & EEO Code	Total	W	B	A	H	I	P	2
1077		Total 1	Mal 1	1	0	0	0	0	0
CORPORATION COUNSEL	1	Tot Min 0	Fem 0	0	0	0	0	0	0
Total for 14		Total 8	Mal 2	2	0	0	0	0	0
		Tot Min 2	Fem 6	4	1	1	0	0	0

15

CITY CLERK

Job Code & Title	Grade & EEO Code	Total	W	B	A	H	I	P	2
1087		Total 1	Mal 0	0	0	0	0	0	0
DEPUTY CLERK II	3	Tot Min 0	Fem 1	1	0	0	0	0	0
1083		Total 1	Mal 0	0	0	0	0	0	0
CHIEF DEPUTY CITY CLERK	1	Tot Min 1	Fem 1	0	1	0	0	0	0
8000		Total 1	Mal 0	0	0	0	0	0	0
CITY CLERK	1	Tot Min 0	Fem 1	1	0	0	0	0	0
Total for 15		Total 3	Mal 0	0	0	0	0	0	0
		Tot Min 1	Fem 3	2	1	0	0	0	0

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INFORMATION SYSTEMS

Job Code & Title	Grade & EEO Code	Total	W	B	A	H	I	P	2
5034		Total 3	Mal 3	3	0	0	0	0	0
PC SPECIALIST	3	Tot Min 0	Fem 0	0	0	0	0	0	0
5059		Total 1	Mal 0	0	0	0	0	0	0
TECHNICAL SUPPORT COORD	3	Tot Min 0	Fem 1	1	0	0	0	0	0
5041		Total 2	Mal 1	1	0	0	0	0	0
PROGRAMMER/ANALYST	3	Tot Min 1	Fem 1	0	1	0	0	0	0
5061		Total 1	Mal 1	0	0	0	1	0	0
TELECOMMUNICATIONS SPECIALIST	3	Tot Min 1	Fem 0	0	0	0	0	0	0
1043		Total 1	Mal 1	1	0	0	0	0	0
DESKTOP SERVICES MANAGER	3	Tot Min 0	Fem 0	0	0	0	0	0	0

Workforce Analysis

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ECC

Job Code & Title	Grade & EEO Code	Total	W	B	A	H	I	P	2	
5052		Total 5	Mal	1	0	1	0	0	0	0
INTERMITTENT ECC DISPATCHER	3	Tot Min 1	Fem	4	4	0	0	0	0	0
5032		Total 16	Mal	3	3	0	0	0	0	0
EMERG COMM TELECOMMUNICATOR	3	Tot Min 3	Fem	13	10	3	0	0	0	0
1019		Total 7	Mal	4	3	1	0	0	0	0
ECC SUPERVISOR	3	Tot Min 1	Fem	3	3	0	0	0	0	0
1090		Total 1	Mal	0	0	0	0	0	0	0
ECC OPERATIONS SUPERVISOR	3	Tot Min 1	Fem	1	0	1	0	0	0	0
1116		Total 1	Mal	1	1	0	0	0	0	0
ECC DIRECTOR	1	Tot Min 0	Fem	0	0	0	0	0	0	0
Total for 18		Total 30	Mal	9	7	2	0	0	0	0
		Tot Min 6	Fem	21	17	4	0	0	0	0

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COMMUNITY DEVELOPMENT

Job Code & Title	Grade & EEO Code	Total	W	B	A	H	I	P	2	
5005		Total 5	Mal	4	2	2	0	0	0	0
CODE ENFORCEMENT AIDE	5	Tot Min 3	Fem	1	0	1	0	0	0	0
5018		Total 2	Mal	1	0	1	0	0	0	0
DEVELOPMENT TECHNICIAN	3	Tot Min 1	Fem	1	1	0	0	0	0	0
5027		Total 2	Mal	2	2	0	0	0	0	0
LEGAL ADMINISTRATIVE TECH	3	Tot Min 0	Fem	0	0	0	0	0	0	0
5030		Total 1	Mal	1	1	0	0	0	0	0
PROJECT COORDINATOR	3	Tot Min 0	Fem	0	0	0	0	0	0	0
5031		Total 5	Mal	3	1	1	0	1	0	0
CODE ENFORCEMENT INSPECTOR	3	Tot Min 2	Fem	2	2	0	0	0	0	0
5054		Total 1	Mal	1	1	0	0	0	0	0
BUSINESS LICENSE INSP	3	Tot Min 0	Fem	0	0	0	0	0	0	0
5060		Total 1	Mal	1	1	0	0	0	0	0
SENIOR CODE INSPECTOR	3	Tot Min 0	Fem	0	0	0	0	0	0	0

Workforce Analysis

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COMMUNITY DEVELOPMENT

Job Code & Title	Grade & EEO Code	Total	W	B	A	H	I	P	2
1060		Total 1	0	0	0	0	0	0	0
ASST DIR COMMUNITY DEVELOPMENT	1	Tot Min 0	1	1	0	0	0	0	0
1074		Total 1	1	1	0	0	0	0	0
COMMUNITY DEVELOPMENT DIRECTOR	1	Tot Min 0	0	0	0	0	0	0	0
Total for 19		Total 39	26	17	5	1	3	0	0
		Tot Min 11	13	11	1	0	0	0	1

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POLICE

Job Code & Title	Grade & EEO Code	Total	W	B	A	H	I	P	2
5007		Total 4	4	2	2	0	0	0	0
PARKING ENFORCEMENT METER TECH	8	Tot Min 2	0	0	0	0	0	0	0
9509		Total 2	0	0	0	0	0	0	0
POLICE CADET	6	Tot Min 1	2	1	1	0	0	0	0
5014		Total 4	0	0	0	0	0	0	0
ADMIN SPECIALIST III - POLICE	6	Tot Min 0	4	4	0	0	0	0	0
5020		Total 1	0	0	0	0	0	0	0
FISCAL TECHNICIAN II - POLICE	6	Tot Min 0	1	1	0	0	0	0	0
5009		Total 5	0	0	0	0	0	0	0
POLICE RECORDS TECH II	5	Tot Min 1	5	4	1	0	0	0	0
5011		Total 2	0	0	0	0	0	0	0
POLICE VIDEO TECHNICIAN	5	Tot Min 0	2	2	0	0	0	0	0
5010		Total 1	0	0	0	0	0	0	0
POLICE INFORMATION TECHNICIAN	5	Tot Min 1	1	0	1	0	0	0	0
5013		Total 1	0	0	0	0	0	0	0
UNIFORM CRIME REPORT SPEC	5	Tot Min 1	1	0	1	0	0	0	0
4002		Total 148	127	101	14	3	6	1	0
POLICE OFFICER	4	Tot Min 31	21	16	2	0	2	0	1
4000		Total 30	28	25	3	0	0	0	0
POLICE SERGEANT	4	Tot Min 4	2	1	1	0	0	0	0

Workforce Analysis

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FIRE

Job Code & Title	Grade & EEO Code	Total	W	B	A	H	I	P	2
2012		Total 2	2	0	0	0	0	0	0
FIRE MECHANIC	7	Tot Min 0	0	0	0	0	0	0	0
2014		Total 1	1	0	0	0	0	0	0
FIRE MECHANIC CREW CHIEF	7	Tot Min 0	0	0	0	0	0	0	0
5002		Total 1	0	0	0	0	0	0	0
ADMIN SPECIALIST II - FIRE	6	Tot Min 1	1	1	0	0	0	0	0
5056		Total 2	0	0	0	0	0	0	0
FIRE RESCUE ADMIN ASSISTANT	6	Tot Min 0	2	0	0	0	0	0	0
5064		Total 1	0	0	0	0	0	0	0
FIRE RESCUE FISCAL OPER SPEC	6	Tot Min 0	1	0	0	0	0	0	0
3001		Total 51	48	7	0	4	1	0	2
FIREFIGHTER	4	Tot Min 14	3	0	0	0	0	0	0
3006		Total 52	52	4	1	1	0	0	1
FIRE ENGINEER	4	Tot Min 7	0	0	0	0	0	0	0
3010		Total 52	52	3	1	1	0	0	1
FIRE CAPTAIN	4	Tot Min 6	0	0	0	0	0	0	0
3014		Total 1	1	0	0	0	0	0	0
HAZARDOUS MATERIALS INSP III	4	Tot Min 0	0	0	0	0	0	0	0
3016		Total 2	2	1	0	0	0	0	0
FIRE TRAINING SUPERVISOR	4	Tot Min 1	0	0	0	0	0	0	0
3013		Total 2	2	0	0	0	0	0	0
FIRE INVESTIGATOR III	4	Tot Min 0	0	0	0	0	0	0	0
3011		Total 1	1	0	0	0	0	0	0
FIRE INSPECTOR III	4	Tot Min 0	0	0	0	0	0	0	0
3005		Total 2	2	0	0	0	0	0	0
HAZARDOUS MATERIALS COORD.	4	Tot Min 0	0	0	0	0	0	0	0
HC100		Total 1	1	0	0	0	0	0	0
Hazmat Coordinator	4	Tot Min 0	0	0	0	0	0	0	0
3019		Total 1	1	0	0	0	0	0	0
EMS QAO	4	Tot Min 0	0	0	0	0	0	0	0

Workforce Analysis

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PUBLIC WORKS

Job Code & Title	Grade & EEO Code	Total	W	B	A	H	I	P	2
2008		Total 2	2	0	0	0	0	0	0
TRAFFIC PAINTER	7	Tot Min 0	0	0	0	0	0	0	0
2005		Total 6	5	0	0	1	0	0	0
OPERATOR - TEAMSTER	7	Tot Min 1	0	0	0	0	0	0	0
2004		Total 5	3	2	0	0	0	0	0
OPERATOR - LABORER	7	Tot Min 2	0	0	0	0	0	0	0
2017		Total 1	1	0	0	0	0	0	0
CARPENTER	7	Tot Min 0	0	0	0	0	0	0	0
2007		Total 1	1	0	0	0	0	0	0
FOREMAN - TEAMSTER	7	Tot Min 0	0	0	0	0	0	0	0
2006		Total 2	2	0	0	0	0	0	0
FOREMAN - LABORER	7	Tot Min 0	0	0	0	0	0	0	0
2013		Total 2	2	0	0	0	0	0	0
EQUIPMENT MECHANIC CREW CHIEF	7	Tot Min 0	0	0	0	0	0	0	0
2018		Total 1	1	0	0	0	0	0	0
CARPENTER LEAD	7	Tot Min 0	0	0	0	0	0	0	0
2015		Total 5	4	1	0	0	0	0	0
SIGNAL ELECTRICIAN	7	Tot Min 1	0	0	0	0	0	0	0
LE100		Total 1	1	0	0	0	0	0	0
Lead Electrician	7	Tot Min 0	0	0	0	0	0	0	0
2016		Total 1	1	0	0	0	0	0	0
SIGNAL ELECTRICIAN - LEAD	7	Tot Min 0	0	0	0	0	0	0	0
2020		Total 1	1	0	0	0	0	0	0
MECHANICAL SYSTEMS MAINT WRKR	7	Tot Min 0	0	0	0	0	0	0	0
5017		Total 1	0	0	0	0	0	0	0
ADMIN SPECIALIST III - PW	6	Tot Min 0	1	0	0	0	0	0	0
5008		Total 1	1	0	0	0	0	0	0
PARTS TECHNICIAN	6	Tot Min 0	0	0	0	0	0	0	0
5058		Total 1	0	0	0	0	0	0	0
FISCAL TECHNICIAN II - PW	6	Tot Min 0	1	0	0	0	0	0	0

Workforce Analysis

40

DIVERSITY & INCLUSION

Job Code & Title	Grade & EEO Code	Total	W	B	A	H	I	P	2
9501		Total 5	Mal 2	1	1	0	0	0	0
CORPS MEMBER	6	Tot Min 3	Fem 3	1	2	0	0	0	0
1005		Total 1	Mal 0	0	0	0	0	0	0
CREW SUPERVISOR	3	Tot Min 1	Fem 1	0	1	0	0	0	0
1124		Total 1	Mal 0	0	0	0	0	0	0
DEI GENERALIST	2	Tot Min 0	Fem 1	1	0	0	0	0	0
1049		Total 1	Mal 0	0	0	0	0	0	0
CHIEF DIVERSITY & INCL OFFICER	1	Tot Min 1	Fem 1	0	1	0	0	0	0
Total for 40		Total 8	Mal 2	1	1	0	0	0	0
		Tot Min 5	Fem 6	2	4	0	0	0	0

60

CULTURE & RECREATION

Job Code & Title	Grade & EEO Code	Total	W	B	A	H	I	P	2
7000		Total 104	Mal 48	46	1	0	0	0	1
BAND MEMBER	6	Tot Min 7	Fem 56	51	4	0	1	0	0
Total for 60		Total 104	Mal 48	46	1	0	0	0	1
		Tot Min 7	Fem 56	51	4	0	1	0	0

82

LIBRARY

Job Code & Title	Grade & EEO Code	Total	W	B	A	H	I	P	2
6006		Total 4	Mal 3	1	1	0	1	0	0
CUSTODIAL & MAINTENANCE	8	Tot Min 2	Fem 1	1	0	0	0	0	0
6012		Total 10	Mal 3	3	0	0	0	0	0
STUDENT PAGE	6	Tot Min 7	Fem 7	0	3	3	1	0	0
6011		Total 3	Mal 1	1	0	0	0	0	0
LIBRARY ASSISTANT - PART TIME	6	Tot Min 0	Fem 2	2	0	0	0	0	0
6008		Total 16	Mal 1	0	0	0	1	0	0
LIBRARY ASSISTANT	6	Tot Min 2	Fem 15	14	1	0	0	0	0

Annotated Employee List by Department

There are currently no annotated employees for this plan.

Job Group Analysis

1

Officials and Administrators

EEO Code: 1

Job Code & Title		Min	Fem							
1067 - CITY ENGINEER	#	0	1							
1 Employee	%	0.00	100.00							
1060 - ASST DIR COMMUNITY DEVELOPMENT	#	0	1							
1 Employee	%	0.00	100.00							
1072 - CHIEF INFORMATION OFFICER	#	0	1							
1 Employee	%	0.00	100.00							
1116 - ECC DIRECTOR	#	0	0							
1 Employee	%	0.00	0.00							
8001 - CITY TREASURER	#	0	0							
1 Employee	%	0.00	0.00							
1049 - CHIEF DIVERSITY & INCL OFFICER	#	1	1							
1 Employee	%	100.00	100.00							
8000 - CITY CLERK	#	0	1							
1 Employee	%	0.00	100.00							
1105 - ASSISTANT CITY ENGINEER	#	1	1							
1 Employee	%	100.00	100.00							
6000 - LIBRARY DIRECTOR	#	0	0							
1 Employee	%	0.00	0.00							
6001 - ASSISTANT LIBRARY DIRECTOR	#	0	1							
1 Employee	%	0.00	100.00							
1083 - CHIEF DEPUTY CITY CLERK	#	1	1							
1 Employee	%	100.00	100.00							
1084 - ASSISTANT CITY TREASURER	#	1	1							
1 Employee	%	100.00	100.00							
8003 - MAYOR	#	1	1							
1 Employee	%	100.00	100.00							
8002 - COUNCIL MEMBER	#	3	2							
10 Employees	%	30.00	20.00							
8500 - COMMISSION MEMBER	#	4	1							
7 Employees	%	57.14	14.29							

Job Group Analysis

2

Professionals

EEO Code: 2

Job Code & Title		Min	Fem							
1066 - ASST PW DIRECTOR OF OPERATIONS	#	0	0							
1 Employee	%	0.00	0.00							
1122 - ECONOMIC DEVELOPMENT MANAGER	#	0	1							
1 Employee	%	0.00	100.00							
1118 - CYBER SECURITY MANAGER	#	0	0							
1 Employee	%	0.00	0.00							
1110 - PW FINANCE MANAGER	#	0	0							
1 Employee	%	0.00	0.00							
1046 - SR.HUMAN RESOURCES SPECIALIST	#	0	0							
1 Employee	%	0.00	0.00							
1107 - GRANTS AND BUDGET MANAGER	#	0	1							
1 Employee	%	0.00	100.00							
1052 - FINANCE MANAGER	#	1	1							
1 Employee	%	100.00	100.00							
5046 - NETWORK ADMINISTRATOR	#	0	0							
1 Employee	%	0.00	0.00							
5049 - SENIOR URBAN PLANNER	#	1	1							
2 Employees	%	50.00	50.00							
1047 - STRATEGIC COMMUNICATIONS MGR	#	0	1							
1 Employee	%	0.00	100.00							
1100 - BENEFITS ADMINISTRATOR II	#	0	1							
1 Employee	%	0.00	100.00							
1056 - PURCHASING MANAGER	#	1	0							
1 Employee	%	100.00	0.00							
1051 - FACILITIES MANAGER	#	0	0							
1 Employee	%	0.00	0.00							
1053 - FLEET SERVICES MANAGER	#	0	0							
1 Employee	%	0.00	0.00							
1117 - TECHNOLOGY PROGRAMS MANAGER	#	0	0							
1 Employee	%	0.00	0.00							

Job Group Analysis

2

Professionals

EEO Code: 2

Job Code & Title		Min	Fem										
1020 - GRANTS COORDINATOR	#	0	0										
1 Employee	%	0.00	0.00										
1034 - LAND DEVELOPMENT MANAGER	#	0	0										
1 Employee	%	0.00	0.00										
1096 - PW COMM SPEC	#	0	0										
1 Employee	%	0.00	0.00										
1099 - PW SUPERVISORY ADMIN ASST	#	0	1										
1 Employee	%	0.00	100.00										
1106 - POLICE COMM SPEC	#	1	1										
1 Employee	%	100.00	100.00										
1114 - CLASS AND COMP SPECIALIST	#	0	0										
1 Employee	%	0.00	0.00										
1115 - POLICE GRANTS COORDINATOR	#	1	1										
1 Employee	%	100.00	100.00										
1120 - COM RELA CRIME PREV MGR	#	1	1										
1 Employee	%	100.00	100.00										
1123 - MANAGEMENT ANALYST - FINANCE	#	1	1										
1 Employee	%	100.00	100.00										
6003 - SUPERVISING LIBRARIAN	#	0	7										
7 Employees	%	0.00	100.00										
5038 - GIS ASSET MGMT COORDINATOR	#	0	1										
1 Employee	%	0.00	100.00										
1097 - PD SR ADMIN SPECIALIST	#	1	1										
1 Employee	%	100.00	100.00										
5044 - URBAN PLANNER	#	0	1										
1 Employee	%	0.00	100.00										
5036 - BUILDING INSPECTOR	#	1	0										
3 Employees	%	33.33	0.00										
1111 - HOUSING COORDINATOR	#	0	1										
1 Employee	%	0.00	100.00										

Job Group Analysis

3

Technicians

EEO Code: 3

Job Code & Title		Min	Fem																
1043 - DESKTOP SERVICES MANAGER	#	0	0																
1 Employee	%	0.00	0.00																
1090 - ECC OPERATIONS SUPERVISOR	#	1	1																
1 Employee	%	100.00	100.00																
1085 - DEPUTY CITY TREASURER	#	0	1																
1 Employee	%	0.00	100.00																
1036 - PUBLIC WORKS PRGRM SUPERVISOR	#	2	0																
4 Employees	%	50.00	0.00																
5061 - TELECOMMUNICATIONS SPECIALIST	#	1	0																
1 Employee	%	100.00	0.00																
1026 - PAYROLL SUPERVISOR	#	0	0																
1 Employee	%	0.00	0.00																
5051 - TRAFFIC TECHNICIAN	#	0	0																
1 Employee	%	0.00	0.00																
1019 - ECC SUPERVISOR	#	1	3																
7 Employees	%	14.29	42.86																
6005 - SUPERVISING CLERK	#	1	1																
1 Employee	%	100.00	100.00																
5041 - PROGRAMMER/ANALYST	#	1	1																
2 Employees	%	50.00	50.00																
1005 - CREW SUPERVISOR	#	1	1																
1 Employee	%	100.00	100.00																
5057 - ELECTRICAL INSPECTOR	#	0	0																
1 Employee	%	0.00	0.00																
1087 - DEPUTY CLERK II	#	0	1																
1 Employee	%	0.00	100.00																
5037 - COMMUNITY SERVICES INSPECTOR	#	1	0																
2 Employees	%	50.00	0.00																
5060 - SENIOR CODE INSPECTOR	#	0	0																
1 Employee	%	0.00	0.00																

Job Group Analysis

3

Technicians

EEO Code: 3

Job Code & Title		Min	Fem							
5052 - INTERMITTENT ECC DISPATCHER	#	1	4							
5 Employees	%	20.00	80.00							
78 Employees	Totals #	18	41							
	%	23.08	52.56							

Job Group Analysis

4

Protective Service Workers

EEO Code: 4

Job Code & Title
362 Employees

Totals		Min	Fem							
#	65	26								
%	17.96	7.18								

Job Group Analysis

6

Administrative Support

EEO Code: 6

Job Code & Title		Min	Fem											
5064 - FIRE RESCUE FISCAL OPER SPEC	#	0	1											
1 Employee	%	0.00	100.00											
5020 - FISCAL TECHNICIAN II - POLICE	#	0	1											
1 Employee	%	0.00	100.00											
6010 - LIBRARIAN - PART TIME	#	0	0											
1 Employee	%	0.00	0.00											
1001 - ADMIN ASST TO CITY MGR	#	0	1											
1 Employee	%	0.00	100.00											
1002 - ADMIN ASST TO MAYOR & COUNCIL	#	1	1											
1 Employee	%	100.00	100.00											
5014 - ADMIN SPECIALIST III - POLICE	#	0	4											
4 Employees	%	0.00	100.00											
5022 - ACCOUNTS PAYABLE TECHNICIAN	#	0	1											
1 Employee	%	0.00	100.00											
5050 - FISCAL TECHNICIAN II - TREASUR	#	0	2											
2 Employees	%	0.00	100.00											
5058 - FISCAL TECHNICIAN II - PW	#	0	1											
1 Employee	%	0.00	100.00											
5056 - FIRE RESCUE ADMIN ASSISTANT	#	0	2											
2 Employees	%	0.00	100.00											
5006 - ACCOUNTS RECEIVABLE TECHNICIAN	#	2	2											
3 Employees	%	66.67	66.67											
5008 - PARTS TECHNICIAN	#	0	0											
1 Employee	%	0.00	0.00											
6004 - REFERENCE ASSISTANT	#	4	13											
16 Employees	%	25.00	81.25											
5017 - ADMIN SPECIALIST III - PW	#	0	1											
1 Employee	%	0.00	100.00											
5002 - ADMIN SPECIALIST II - FIRE	#	1	1											
1 Employee	%	100.00	100.00											

Job Group Analysis

7

Skilled Craft Worker

EEO Code: 7

Job Code & Title		Min	Fem																
2020 - MECHANICAL SYSTEMS MAINT WRKR	#	0	0																
1 Employee	%	0.00	0.00																
2016 - SIGNAL ELECTRICIAN - LEAD	#	0	0																
1 Employee	%	0.00	0.00																
LE100 - Lead Electrician	#	0	0																
1 Employee	%	0.00	0.00																
2015 - SIGNAL ELECTRICIAN	#	1	0																
5 Employees	%	20.00	0.00																
2018 - CARPENTER LEAD	#	0	0																
1 Employee	%	0.00	0.00																
2013 - EQUIPMENT MECHANIC CREW CHIEF	#	0	0																
2 Employees	%	0.00	0.00																
2014 - FIRE MECHANIC CREW CHIEF	#	0	0																
1 Employee	%	0.00	0.00																
2006 - FOREMAN - LABORER	#	0	0																
2 Employees	%	0.00	0.00																
2007 - FOREMAN - TEAMSTER	#	0	0																
1 Employee	%	0.00	0.00																
2017 - CARPENTER	#	0	0																
1 Employee	%	0.00	0.00																
2004 - OPERATOR - LABORER	#	2	0																
5 Employees	%	40.00	0.00																
2005 - OPERATOR - TEAMSTER	#	1	0																
6 Employees	%	16.67	0.00																
2008 - TRAFFIC PAINTER	#	0	0																
2 Employees	%	0.00	0.00																
2010 - BODY REPAIR TECH/MECHANIC	#	0	0																
1 Employee	%	0.00	0.00																
2011 - EQUIPMENT MECHANIC	#	0	0																
2 Employees	%	0.00	0.00																

Job Group Analysis

8

Service-Maintenance

EEO Code: 8

Job Code & Title		Min	Fem							
5007 - PARKING ENFORCEMENT METER TECH	#	2	0							
4 Employees	%	50.00	0.00							
6006 - CUSTODIAL & MAINTENANCE	#	2	1							
4 Employees	%	50.00	25.00							
8 Employees	Totals	#	4	1						
		%	50.00	12.50						

Annotated Employee List

There are currently no annotated employees for this plan.

Availability Factor Computation Form

2 - Professionals

Factor	Weight %		Min	Fem											Source of Statistics
1: Percentage of minorities or women with requisite skills in the reasonable recruitment area.	90.00	Raw Statistics	9.13	60.00											Peoria, IL Metro Area
		Weighted Factor	8.22	54.00											
2: Percentage of minorities or women among those promotable, transferable, and trainable within the contractor's organization.	10.00	Raw Statistics	25.00	75.00											Feeder Job Computations
		Weighted Factor	2.50	7.50											
Availability			10.72	61.50											

Availability Factor Computation Form

4 - Protective Service Workers

Factor	Weight %		Min	Fem										Source of Statistics
1: Percentage of minorities or women with requisite skills in the reasonable recruitment area.	90.00	Raw Statistics	11.29	17.16										Peoria, IL Metro Area
		Weighted Factor	10.16	15.44										
2: Percentage of minorities or women among those promotable, transferable, and trainable within the contractor's organization.	10.00	Raw Statistics	66.67	100.00										Feeder Job Computations
		Weighted Factor	6.67	10.00										
		Availability	16.83	25.44										

Availability Factor Computation Form

6 - Administrative Support

Factor	Weight %	Min	Fem									Source of Statistics
1: Percentage of minorities or women with requisite skills in the reasonable recruitment area.	100.00	Raw Statistics	11.72	63.06								Peoria, IL Metro Area
		Weighted Factor	11.72	63.06								
2: Percentage of minorities or women among those promotable, transferable, and trainable within the contractor's organization.	0.00	Raw Statistics	0.00	0.00								Feeder Job Computations
		Weighted Factor	0.00	0.00								
Availability			11.72	63.06								

Availability Factor Computation Form

8 - Service-Maintenance

Factor	Weight %		Min	Fem										Source of Statistics
1: Percentage of minorities or women with requisite skills in the reasonable recruitment area.	100.00	Raw Statistics	14.09	24.93										Peoria, IL Metro Area
		Weighted Factor	14.09	24.93										
2: Percentage of minorities or women among those promotable, transferable, and trainable within the contractor's organization.	0.00	Raw Statistics	0.00	0.00										Feeder Job Computations
		Weighted Factor	0.00	0.00										
Availability			14.09	24.93										

Availability Rationale

8 - Service-Maintenance

Factor 1: Peoria, IL Metro Area- This is the geographical area from which workers are usually or reasonably sought to fill positions in this job group. This area was chosen based on current practices and was drawn in such a way as not to have the effect of excluding minorities or women.

Factor 2: Feeder Job Computations- There are no feeder positions for this job group.

Incumbency vs. Estimated Availability

7		Skilled Craft Worker	
Total Emp		Min	Fem
72	Employment %	22.22	1.39
	Availability %	6.09	5.25
	Statistical Value		1.469

8		Service-Maintenance	
Total Emp		Min	Fem
8	Employment %	50.00	12.50
	Availability %	14.09	24.93
	Statistical Value		0.689E

Total Employment: 833

S - Significant Difference Rule

A placement goal is set when employment is less than availability by a statistically significant amount.

Yellow shading indicates placement goals, red shading indicates areas that require more focus.

In the Statistical Value section, standard deviations of 1.96 or greater are generally regarded as statistically significant. For groups with fewer than 30 employees, the Exact Binomial Test is used and scores are marked with "E". "E" scores of 0.050 or less are generally regarded as statistically significant.

City of Peoria, Illinois

January 1, 2023 Annual Affirmative Action Plan

Peoria, IL

Goal Attainment

4		Protective Service Workers	
	Total	Min	Fem
Prior Year Goal			21.98
New Hire	39		2 5.13
Promotion	3		2 66.67
Total Opps	42		4 9.52
Achieved? *			NO

Note - there was no prior year goal required for categories not listed above.

* YES = within one person of exceeding prior year goal

LIMITED = Limited Opportunities. This indicates the prior year goal percent multiplied by total opportunities to the job group was less than one person.

Applicant Summary

For Period: 1/1/2022 to 12/31/2022

EEO Code 5 Paraprofessionals

		Total	Unk Race	Unk Gend	Min	Fem								
5 Paraprofessionals	S	9	0	0	5	5								
	P	198	11	0	87	120								

EEO Code 6 Administrative Support

		Total	Unk Race	Unk Gend	Min	Fem								
6 Administrative Support	S	51	0	0	41	35								
	P	399	23	0	154	307								

EEO Code 7 Skilled Workers

		Total	Unk Race	Unk Gend	Min	Fem								
7 Skilled Craft Worker	S	31	0	0	11	0								
	P	284	15	0	97	6								

EEO Code 8 Service

		Total	Unk Race	Unk Gend	Min	Fem								
8 Service-Maintenance	S	5	0	0	3	0								
	P	14	1	0	7	4								

		Total	Unk Race	Unk Gend	Min	Fem								
Totals	S	179	0	0	92	65								
	%		0.00	0.00	51.40	36.31								
	P	2,444	102	0	827	1,152								
	%		4.17	0.00	33.84	47.14								

S - Selected, P - Pool

City of Peoria, Illinois

January 1, 2023 Annual Affirmative Action Plan

Peoria, IL

Promotion Summary by Old Job

For Period: 1/1/2022 to 12/31/2022

	Total	Min	Fem								
1 - Officials and Administrators	3	2	0								
2 - Professionals	2	0	1								
3 - Technicians	15	5	9								
4 - Protective Service Workers	44	7	0								
5 - Paraprofessionals	10	8	2								
6 - Administrative Support	4	3	4								
7 - Skilled Craft Worker	15	3	0								
Totals	# 93	28	16								
	%	30.11	17.20								