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JASPER COUNTY COUNCIL

# VIRTUAL WORKSHOP

Jasper County Clementa C. Pinckney Government Bldg  
358 3<sup>rd</sup> Avenue Ridgeland, SC 29936

Monday, April 22, 2024

Agenda

**9:00AM**

- **Call to Order by Vice Chairwoman Clark**

***Clerk's Report of Compliance with the Freedom of Information Act.***

*\*\*In compliance with the Freedom of Information Act, notice of meetings and agendas were posted and furnished to all news media and persons requesting notification\*\**

- **Pledge to the Flag and Invocation**
- **Approval of Agenda**
- **Welcome and Introduction of Guests by Administrator Fulghum**
- **Discussion of the New Proposed Draft Equal Employment Opportunity Plan "EEOP"**
- **Adjourn:**

In accordance with South Carolina Code of Laws, 1976, Section 30-4-80(d), as amended, notification of the meeting was posted on the County Council Building at a publicly accessible place and on the county website at least 24 hours prior to the meeting. A copy of the agenda was given to the local news media and posted at the meeting location twenty-four hours prior to the meeting.

***Special Accommodations Available Upon Request to Individuals with Disabilities***  
***(843) 717-3696***



## EQUAL EMPLOYMENT OPPORTUNITY PLAN

### EXECUTIVE SUMMARY

Jasper County is committed to ensuring that equal employment opportunity in the workplace is mandatory. The Equal Employment Opportunity Plan (EEO) has been updated to reiterate the County's commitment to a diverse workforce through employment, career development opportunities, and promotion of an inclusive workforce; and provide a work environment that prohibits discrimination based on sex, race, color, religion, national origin, disability, age, sexual orientation, pregnancy, socio-economic, or marital status.

The EEO includes information on the importance of equal employment opportunities in the workplace, demographics and trends, workforce utilization analysis, and key objectives for ensuring equal employment opportunities at all levels.

A comparison of county workforce and available workforce indicates underutilization of women and minorities in several categories i.e., Officials/Administrators, Professionals, Technicians, and Protective Services (Table 1). In addition, a comparison of county workforce between 2011 and 2021 shows significant improvements in the recruitment and retention of women and minorities in the Officials/Administrators, Professionals, Skill Craft, and Service/Maintenance categories (Table 2). The County has analyzed this information to determine whether and where underutilization of workforce exists. The County will address any areas of underutilization and will prioritize available recruitment and promotional opportunities.

Promoting diversity and inclusion at all levels of the workforce shall not be exercised through quotas, but rather through merits. Jasper County recognizes that an effective and efficient government requires a workforce with knowledge, skills, and abilities that are necessary for essential job functions to support the County's services.

Key objectives have been developed to guide and measure progress towards achieving equal employment opportunities. The three key objectives are:

- Compliance with policies and regulations
- Increased communication, outreach, and diversity
- Diversity, equity, and inclusion training

Jasper County, with support of the Equal Employment Opportunity Committee, the Human Resources Department, Department Heads, and employees, will implement these objectives and pursue solutions to problems that might impede the progress of this plan.

**Table 1: Significant Workforce Underutilization 2021**

Job Categories	Male							Female						
	White	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Hispanic or Latino	Other	White	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Hispanic or Latino	Other
Officials/ Administrators	✓					✓	✓	✓					✓	
Professionals				✓		✓		✓			✓			
Technicians		✓				✓								
Protective Services		✓												
Paraprofessional														
Administrative Support	✓	✓		✓	✓	✓			✓					✓
Skilled Craft	✓					✓								
Service/ Maintenance	✓					✓			✓				✓	✓

Source: U.S. Census Bureau, Equal Employment Opportunity Data (reflecting persons 16 years of age or older who were employed or seeking employment, excluding those in the Armed Services).

**Table 2: Significant Improvement of Workforce Utilization between 2011 and 2021**

Job Categories	Male					Female				
	White	Black or African American	American Indian or Alaska Native	Asian or Native Hawaiian or Other Pacific Islander	Hispanic or Latino	White	Black or African American	American Indian or Alaska Native	Asian or Native Hawaiian or Other Pacific Islander	Hispanic or Latino
Officials/Administrators		✓					✓	✓		
Professionals		✓		✓		✓	✓	✓		
Technicians	✓									
Protective Services	✓					✓				✓
Paraprofessional							✓			
Administrative Support	✓	✓					✓			✓
Skilled Craft	✓					✓				
Service/Maintenance	✓	✓				✓	✓			

Source: Jasper County EE04 Report 2011 and 2021



# EQUAL EMPLOYMENT OPPORTUNITY PLAN

ADOPTED \_\_\_\_\_ 2024



-- Place holder for a resolution --



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## EXECUTIVE SUMMARY

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The EEO includes information on the importance of equal employment opportunities in the workplace, demographics and trends, workforce utilization analysis, and key objectives for ensuring equal employment opportunities at all levels.

A comparison of county workforce and available workforce indicates underutilization of women and minorities in several categories i.e., Officials/Administrators, Professionals, Technicians, and Protective Services. In addition, a comparison of county workforce between 2011 and 2021 shows significant improvements in the recruitment and retention of women and minorities in the Officials/Administrators, Professionals, Skill Craft, and Service/Maintenance categories. The County has analyzed this information to determine whether and where underutilization of workforce exists. The County will address any areas of underutilization and will prioritize available recruitment and promotional opportunities.

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Jasper County, with support of the Equal Employment Opportunity Committee, the Human Resources Department, Department Heads, and employees, will implement these objectives and pursue solutions to problems that might impede the progress of this plan.



## SECTION I



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**COUNTY MISSION:** TO PROVIDE EFFICIENT GOVERNMENT SERVICES  
AND MANAGE GROWTH WHILE PROTECTING JASPER COUNTY'S RICH  
ENVIRONMENTAL HERITAGE AND QUALITY OF LIFE.

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### EEOP PURPOSE

An Equal Employment Opportunity Plan (EEOP) is a comprehensive document that analyzes the organization's relevant labor market data, as well as the organization's employment practices, to identify possible barriers to the participation of all groups of people, specifically addressing the level of participation of minorities and women in the organization's workforce. The EEOP purpose is to ensure the opportunity for full and equal participation of men and women in the workplace, regardless of race, color, or national origin.

The EEOP is required by a federal regulation to implement the provision prohibiting employment discrimination. According to the U.S. Equal Employment Opportunity Commission, federal equal employment laws for local governments include:

#### Race, Color, Religion, Sex, National Origin

[Title VII of the Civil Right Act of 1964](#), as amended, protects applicants and employees from discrimination in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment, on the basis of race, color, religion, sex (including pregnancy), or national origin. Religious discrimination includes failing to reasonably accommodate an employee's religious practices where the accommodation does not impose undue hardship.

#### Disability

[Americans with Disabilities Act of 1990](#), as amended, protect qualified individuals from discrimination on the basis of disability in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. Disability discrimination includes not making reasonable accommodation to the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, barring undue hardship.



## Age

Age Discrimination in Employment Act (ADEA) of 1967, as amended, protects applicants and employees 40 years of age or older from discrimination based on age in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment.

## Sex (Wages)

The Equal Pay Act of 1963, as amended, prohibits sex discrimination in the payment of wages to women and men performing substantially equal work, in jobs that require equal skill, effort, and responsibility, under similar working conditions, in the same establishment.

## Genetics

Title II of the Genetic Information Nondiscrimination Act of 2008 (GINA), protects applicants and employees from discrimination based on genetic information in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. GINA also restricts employers' acquisition of genetic information and strictly limits disclosure of genetic information. Genetic information includes information about genetic tests of applicants, employees, or their family members; the manifestation of diseases or disorders in family members (family medical history); and requests for or receipt of genetic services by applicants, employees, or their family members.

## EEO POLICY STATEMENT

It is the policy of Jasper County to provide fair and equal employment opportunity to all qualified men and women within its workforce and to prohibit discrimination in employment on the basis of race, color, religion, sex, national origin, disability, age, sexual orientation, pregnancy, socio-economic, or marital status. The County is committed to ensuring an inclusive, diverse workforce that is reflective of the community it serves. This Equal Employment Opportunity Plan provides the foundation of the community it serves. The County's fair and equal employment opportunity policy includes, but is not limited to:

- Nondiscriminatory recruitment, screening, testing, hiring, training, promoting of persons in all job categories.
- Employment decisions that are based on Jasper County's commitment to equal employment opportunity.
- Ensuring that promotion decisions are in accordance with the principles of equal employment opportunity by imposing only valid requirements for promotional opportunity.
- Ensuring that all personnel actions such as compensation, benefits, transfers, work assignments, layoffs, return from layoff, disciplinary actions, terminations, training, and education are administered in a fair and nondiscriminatory manner.
- Ensuring affirmative steps are taken to correct under-representation of any protected group within the County's workforce.



## DIVERSITY, EQUITY, AND INCLUSION POLICY

Jasper County is committed to fostering, cultivating, and preserving a culture of diversity, equity and inclusion. Our human capital is the most valuable asset we have. The collective sum of the individual differences, life experiences, knowledge, inventiveness, innovation, self-expression, unique capabilities and talent that our employees invest in their work represents a significant part of not only our culture, but our reputation and company's achievement as well.

We embrace and encourage our employee's differences in age, color, disability, ethnicity, family or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, sexual orientation, socio-economic status, veteran status, and other characteristics that make our employees unique.

Jasper County's diversity initiatives are applicable, but are not limited, to our practices and policies on recruitment and selection, compensation and benefits, professional development and training, promotions, transfers, social and recreational programs, layoffs, terminations, and the ongoing development of a work environment built on the premise of diversity, equity, and inclusion that encourages and enforces.

- Respectful communication and cooperation between all employees.
- Teamwork and employee participation, permitting the representation of all groups and employee perspectives.
- Work/life balance through flexible work schedules to accommodate employees' varying needs.
- Employer and employee contributions to the communities we serve to promote a greater understanding and respect for diversity.

All employees of Jasper County have a responsibility to treat others with dignity and respect at all times. All employees are expected to exhibit conduct that reflects inclusion during work, at work functions on or off the work site, and at all other county-sponsored and participative events. All employees are also required to attend and complete annual diversity awareness training to enhance their knowledge to fulfill this responsibility.

Any employees found to have exhibited any inappropriate conduct or behavior against others may be subject to disciplinary action. Employees who believe they have been subjected to any kind of discrimination that conflicts with the county's diversity policy and initiatives should seek assistance from a supervisor or an HR representative.



## SECTION II

### DEMOGRAPHICS

Jasper County comprises the City of Hardeeville, the Town of Ridgeland, and unincorporated areas. According to Census Bureau's urban-rural classification, 14% of the County's areas are classified as urban in 2020. According to Census Decennial, the County's population increased by 39.2% from 20,678 in 2000 to 28,363 in 2020, with the strongest growth in the southern portions of the County. These figures include a large increase from 1,793 to 7,228 (316.8%) in the City of Hardeeville. The County's population is expected to increase by 64.6% by 2035 to exceed 34,000. In 2020, the County's population density stood at 43.9 persons per square mile.

Historically the County's population was almost entirely composed of Blacks and Whites, with relatively small numbers of Asians, Native Americans, Pacific Islanders, and Hispanics. Between 2000 and 2020, there have been significant changes in the population's composition, with an increase of Hispanics by 326.8%. In 2020, the racial mixture is 45.3% Whites, 33.2% Blacks, 21.5% other races. The ethnic population comprises Hispanics (17.6%). The Hispanic population continued to grow in the County.

The age composition is an important factor in determining the workforce available in the County. The County's median age is 42.5 in 2020. The number of working age population (15-64) has increased but at a slow rate. This may suggest a shrinking future labor force. The County also saw a marked increase in population 60 years and older at 183.8% from 2000 to 2020. The population 60 years and older comprises approximately three in ten people.

In 2020, a total of 11,272 households resided in the County, with a 60.5% increase from 2000. The average household size of 2.71 persons in the County is slightly larger than that of the Lowcountry region (2.56) and the state (2.53). The majority of households (46.9%) are married couples. There are more female-headed households (29.2%) compared to male-headed households (17.9%). Among single-person households, 40.8% are people aged 65 or older.

The educational attainment of the County's population can influence economic development, earning potential, and quality of life. Between 2000 and 2020, the County saw an increase of population 25 years and older that holds a high school diploma (65.7%) or a higher education degree (some college or associate's degree 117.9%, bachelor's degree 291.2%, and graduate degree 292.3%). Presumably, the high percentage in higher education compensates for the low percentage of the population with a high school diploma.

In 2020, the County's median household income is \$45,924, below the averages for the region (\$48,070) and the state (\$54,864). Between 2000 and 2020, median income had increased by 49.5%, however inflation-adjusted median incomes had declined by 0.1%. Further details on demographics can be found in [Appendix A](#).



## UTILIZATION ANALYSIS

A utilization analysis is a workforce analysis made to ensure that Jasper County provides equal employment opportunities to women and minorities. A utilization analysis compares the County's workforce to the relevant labor market in terms of sex, race and ethnicity, and job category. In addition, this section provides a comparison of County workforce between 2011 and 2021 to reflect changes in workforce overtime. Further details on comparison of County workforce to available workforce and comparison of County workforce between 2011 and 2021 can be found in [Appendix B](#). Definitions of race and ethnicity and description of job category can be found in [Appendix C](#) and [Appendix D](#) respectively.

The results of the analyses will help determine if there is underutilization in the County government and how to develop goals and engage in targeted outreach and recruitment activities to help meet Equal Employment Opportunity requirements.

### Comparison of County Workforce to Available Workforce

#### Workforce by Sex

The County's workforce is predominantly male, while the available workforce is predominantly female. Males comprise 53% of the County's workforce and 47.5% of the available workforce. Females comprise 47% of the County's workforce and 52.5% of the available workforce. The County's female workforce is under-represented by 5.5%.

#### Workforce by Race and Ethnicity

The County's workforce and available workforce are predominantly White. The County's racial/ethnic workforce exceeds available workforce in Whites by 3%, Blacks by 3.2%, and American Indian or Alaska Natives by 0.6%. The County's racial/ethnic workforce is under-represented in Asians by 0.7%, Hispanics by 5.5%, and Others by 0.8%.

#### Workforce by Job Category

- Officials/Administrators
  - There was an under-representation of White males by 24.2%, White females by 17.5%, and Hispanic males by 2.4%.
  - Hispanics females were not represented at all, with an under-representation by 2.4%.
- Professionals
  - There was an under-representation of Whites females by 31.3%.
  - Asian males, Asian females, and Hispanic males were not represented at all, with an under-representation by 3%, 3.5%, and 1% respectively.





- Technicians
  - Black males and Hispanic males were not represented at all, with an under-representation by 13.5% and 11.7% respectively.
- Protective Services
  - Black males were under-represented by 24.4%.
- Administrative Support
  - There was an under-representation of White males by 9.1%, Black males by 0.5%, and Black females by 1.4%.
  - Asian males, Native Hawaiian or Other Pacific Islander males, and Hispanic males were not represented at all, with an under-representation by 1.1%, 0.2%, and by 0.6% respectively.
- Skilled Craft
  - There was an under-representation of White males by 4.5%.
  - Hispanic males were not represented at all, with an under-representation by 30.1%.
- Service/Maintenance
  - There was an under-representation of White males by 4.9% and Black females by 11.7%. Hispanic males and females were not represented at all, with an under-representation by 5.8% and 4.2% respectively.

## Comparison of County Workforce between 2011 and 2021

### Workforce by Sex

A comparison of the County's workforce between 2011 and 2021 reflects the predominance of male employees. However, the County saw an increase of females in the workforce from 41.9% in 2011 to 47% in 2021.

### Workforce by race and Ethnicity

A comparison of the County's workforce between 2011 and 2021 reflects the predominance of Whites with roughly unchanged representation from 57.3% in 2011 to 57.5% in 2021. The County saw an increase of Blacks in the workforce from 41.9% in 2011 to 47% in 2021. For the same period, the representation of other races and ethnicities decreased: American Indians and Alaska Natives (0% to 0.6%), Asians or Native Hawaiians or Other Pacific Islanders (0.3% to 0.6%), and Hispanics (0.7% to 3.2%).

### Workforce by Job Category

- Officials/Administrators
  - Increase in representation: Black males by 16.7%, Black females by 15%, and American Indian or Alaska Native females by 2.5%.
  - Decrease in representation: White males by 28.3%, White females by 4.2%, and Asian or Native Hawaiian or Other Pacific Islander females by 1.7%.
  - No representation at all: American Indian or Alaska Native males, Asian or Native Hawaiian or Other Pacific Islander males, Hispanic males, and Hispanic females.



- Professionals
  - Increase in representation: Black males by 9.1%, Asian or Native Hawaiian or Other Pacific Islander males by 3.1%, White females by 1.6%, Black females by 2.5%, American Indian or Alaska Native females by 3.1%.
  - Decrease in representation: White males by 19.3%.
  - No representation at all: American Indian or Alaska Native males, Hispanic males, Asian or Native Hawaiian or Other Pacific Islander females, and Hispanic females.
- Technicians
  - Increase in representation: White males by 40%.
  - Decrease in representation: Black males by 20% and Hispanic males by 20%
  - No representation at all: American Indian or Alaska Native males, Asian or Native Hawaiian or Other Pacific Islander males, Hispanic males, American Indian or Alaska Native females, Asian or Native Hawaiian or Other Pacific Islander females, and Hispanic females.
- Protective Services
  - Increase in representation: White males by 25.4%, White females by 3.3%, and Hispanic females by 0.7%
  - Decrease in representation: Black males by 24.5%, Hispanic males by 0.8%, and Black females by 4.1%
  - No representation at all: American Indian or Alaska Native males, Asian or Native Hawaiian or Other Pacific Islander males, American Indian or Alaska Native females, and Asian or Native Hawaiian or Other Pacific Islander females.
- Administrative Support
  - Increase in representation: White males by 2.3%, Black males by 2.3%, Black females by 6.2%, and Hispanic females by 9.2%.
  - Decrease in representation: White females by 20%.
  - No representation at all: American Indian or Alaska Native males, Asian or Native Hawaiian or Other Pacific Islander males, Hispanic males, American Indian or Alaska Native females, and Asian or Native Hawaiian or Other Pacific Islander females.
- Skilled Craft
  - Increase in representation: White males by 20.5% and White females by 23.7%.
  - Decrease in representation: Black males by 34.5% and Black females 9.8%.
  - No representation at all: American Indian or Alaska Native males, Asian or Native Hawaiian or Other Pacific Islander males, Hispanic males, American Indian or Alaska Native females, Asian or Native Hawaiian or Other Pacific Islander females, and Hispanic females.
- Service/Maintenance
  - Increase in representation: White males by 16.7%, Black males by 54.2%, White females by 20.8%, Black females by 8.3%
  - Decrease in representation: None because there was no workforce utilization in 2011.
  - No representation at all: American Indian or Alaska Native males, Asian or Native Hawaiian or Other Pacific Islander males, Hispanic males, American Indian or Alaska Native females, Asian or Native Hawaiian or Other Pacific Islander females, and Hispanic females.



## SECTION III

As the 8<sup>th</sup> largest employer in the County with approximately 350 employees, Jasper County is committed to the principle that equal employment opportunity must be affordable to all persons, regardless of race, ethnicity, creed, color, sex, sexual orientation, gender identity or expression, national origin or ancestry, marital or familial status, pregnancy, veteran status, religious belief or non-belief, age, disability or any other legally protected class under federal or state law. No person shall suffer discrimination with respect to employment or other terms or conditions of employment by reason of such person's status as enumerated above.

Jasper County administration reflects the people it serves. The following provides the County's key objectives for ensuring equal employment opportunities at all levels.

### OBJECTIVES

#### Compliance with Policies and Regulations

- To evaluate the County's personnel activities and management to ensure compliance with federal and state employment regulations.
- To align with the goals of the Diversity, Equity, and Inclusion Policy.
- To administer all personnel actions in a non-discriminatory manner as stated within the Equal Employment Opportunity Plan.

#### Increased Communication, Outreach, and Diversity

- To clearly communicate with all elected officials, department heads, employees, applicants, and the public about the EEO information on a regular basis throughout the year with educational information and policy reminders.
- To expand the pool of diverse and under-represented applicants based on assessments, reviews, and data. In addition, to participate in various community events to build partnerships with diverse community organizations.
- To increase employment opportunities and equal participation of all qualified persons by eliminating non-job related factors, conditions, and requirements from any job vacancies.
- To identify and remove any artificial, arbitrary, or unnecessary barriers to employment which operate to discriminate on the basis of race, ethnicity, creed, color, sex, sexual orientation, gender identity or expression, national origin or ancestry, marital or familial status, pregnancy, veteran status, religious belief or non-belief, age, disability or any other legally protected class under federal and state law.



## Diversity, Equity, and Inclusion Training

- To provide training regarding County policies that promote diversity, equity, and inclusion to foster positive intergroup relationships and a welcoming environment for all employees.
- To provide training regarding workplace discrimination, harassment, retaliation, and inclusion, to ensure equal employment opportunities for all employees.

## IMPLEMENTATION

Jasper County recognizes that equal employment opportunity may be ensured only by a carefully administered and practiced program designed to eliminate any practices, standards or conditions tending to result in discrimination. Additionally, by initiating positive efforts in recruitment, examination, selection, promotion, and training procedures, the County seeks to extend equal employment opportunities to all qualified persons without limiting, segregating, or classifying employees and applicants for employment in any way which would deprive any individual of employment opportunities or otherwise affect his or her status as an employee. An individual's race, natural hair or hairstyles, ethnicity, creed, color, sex, sexual orientation, gender identity or expression, national origin or ancestry, marital or familial status, pregnancy, veteran status, religious belief or non-belief, age, disability or any other legally protected class under federal or state law shall not be considerations when extending employment opportunities.

The County's commitment to equal employment opportunity requires the support of County leadership, the Human Resources Department, department heads, and all employees as set forth in the following:

### Equal Employment Opportunity Committee

- Comprising representatives from County Departments and citizens.
- Encouraging and communicating EEO and diversity, equity, and inclusion policies and initiatives so that the County can better support the diverse workforce.
- Reviewing statistical data of the County's demographics and workforce for the purpose of evaluating the effectiveness of the County's equal employment opportunity.
- Liaising with Human Resources, Department heads, and employees to identify EEO problem areas and to recommend solutions.

### County Administrator

- Providing executive leadership and oversight to ensure that department heads act as necessary to achieve and implement the EEO objectives as well as diversity, equity and inclusion.
- Reiterating the County's commitment to equal employment opportunities and a diverse and inclusive workforce at all levels through leadership support, policies and guidance, resources, and budgetary assistance.



## Human Resources Department

- Complying with applicable laws and regulations, reviewing personnel policies, employment practices and procedures, and making improvements or recommendations on steps to promote equal employment opportunity and diversity, equity and inclusion.
- Conducting ongoing statistical analysis of the County’s workforce and taking steps to remedy underutilization to promote full participation and diversity at all levels of employment.
- Developing and disseminating an EEO’s communication plan and materials to ensure that all departments and staff are aware, understand, and work within federal and state law, as well as County policies and procedures. The dissemination includes hard copy in areas highly visible to employees, the county web page for viewing and printing, and the county employee handbook.
- Increasing countywide recruitment efforts to attract a broad and diverse candidate pool for positions in all categories, particularly for under-represented groups, to maintain a workforce reflective of the community it serves. Advertising for job openings with the statement:

*“We are an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity or expression, pregnancy, age, national origin, disability status, genetic information, protected veteran status, or any other characteristic protected by law.”*

## Department Heads

- Achieving progress towards equal employment practices by reviewing its department’s utilization of minorities, females, and disabled persons, determining barriers that may hinder their efforts for creating a diverse workforce, and working with the Human Resources Department to make improvement in those areas.
- Creating and fostering work environments free of discrimination and taking prompt action when an employee, workforce member, or non-employee has been found engaging in discrimination, retaliation, or harassment (including sexual harassment) while conducting business on behalf of the County.
- Encouraging department employees to notify or report all incidents of discrimination, retaliation, or harassment and taking appropriate measures to resolve the situation.



## Employees

- Applying the County's policies, guidance, and training with respect to equal employment opportunity and conducting themselves in a manner that adheres to the County's policies and guidance.
- Supporting a work climate that is conducive to achieving equal employment opportunities and that is free of any form of discrimination or harassment.
- Promptly notifying or reporting to Department Heads, the Human Resources Department, or the County attorney of all incidents of discrimination, retaliation, or harassment.



## SECTION IV

### APPENDIX A: DEMOGRAPHICS

**Table 1: Population Change 2000-2020**

	2000	2010	2020	Change 2000-2010	Change 2010-2020	Change 2000-2020
Jasper County	20,678	24,777	28,791	19.8%	16.2%	39.2%
City of Hardeeville	1,793	2,952	7,473	64.6%	153.2%	316.8%
Town of Ridgeland	2,518	4,036	3,758	60.3%	-6.9%	49.2%
Unincorporated Areas	16,367	17,789	17,560	8.7%	-1.3%	7.3%

Source: U.S. Census Bureau, Decennial Census 2000-2020

**Table 2: Race and Ethnicity 2000-2020**

	2000	2010	2020	Change 2000- 2010	Change 2010- 2020	Change 2000- 2020
<b>Race</b>						
White	8,766	10,658	13,715	21.6%	28.7%	56.5%
Black or African American	10,895	11,406	9,645	4.7%	-15.4%	-11.5%
American Indian and Alaska Native	76	122	145	60.5%	18.9%	90.8%
Asian	92	176	197	91.3%	11.9%	114.1%
Native Hawaiian and Other Pacific Islander	10	13	24	30.0%	84.6%	140.0%
Some Other Race	700	2,050	3,029	192.9%	47.8%	332.7%
Two or More Races	139	352	2,036	153.2%	478.4%	1,364.7%
<b>Ethnicity</b>						
Hispanic or Latino	1,190	3752	5,079	215.3%	35.4%	326.8%

Source: U.S. Census Bureau, Decennial Census 2000-2020



**Table 3: Age Distribution 2000-2020**

	2000	2010	2020	Change 2000-2010	Change 2010-2020	Change 2000-2020
Under 5	1,511	1,859	1,503	23.0%	-19.2%	-0.5%
5 to 24	6,055	6,977	6,521	15.2%	-6.5%	7.7%
25 to 34	3,062	3,685	3,607	20.3%	-2.1%	17.8%
35 to 44	3,451	3,217	3,267	-6.8%	1.6%	-5.3%
45 to 64	4,350	6,270	7,378	44.1%	17.7%	69.6%
65 to 84	1,949	2,456	6,055	26.0%	146.5%	210.7%
85 and over	300	313	460	4.3%	47.0%	53.3%

Source: U.S. Census Bureau, Decennial Census 2000-2020

**Table 4: Household Formation 2000-2020**

	2000	2010	2020	Change 2000-2010	Change 2010-2020	Change 2000-2020
Total Households	7,025	8,517	11,272	21.2%	32.3%	60.5%
Married Couple Household	3,565	3,768	5,284	5.7%	40.2%	48.2%
Male Householder (no spouse)	376	596	2,019	58.5%	238.8%	437.0%
Female Householder (no spouse)	1,176	1,580	3,293	34.4%	108.4%	180.0%
Average Household Size	2.75	2.73	2.71	-0.7%	-0.7%	-1.5%

Source: U.S. Census Bureau, Decennial Census 2000-2020

**Table 5: Educational Attainment 2000-2020**

	2000	2010	2020	Change 2000-2010	Change 2010-2020	Change 2000-2020
Less than High School	4,569	3,740	2,823	-18.2%	-24.5%	-38.2%
High school	4,713	5,900	7,808	25.2%	32.3%	65.7%
Some College or Associate's	2,685	3,844	5,850	43.2%	52.2%	117.9%
Bachelor's degree	808	998	3,161	23.5%	216.7%	291.2%
Graduate or professional degree	337	402	1,322	19.4%	228.6%	292.3%

Source: U.S. Census Bureau, American Community Survey 5-Year Estimates 2000-2020



**Table 6: Income 2000-2020**

	2000	2010	2020	Change 2000-2010	Change 2010-2020	Change 2000-2020
Median Household Income	\$30,727	\$37,393	\$45,924	21.7%	22.8%	49.5%
Inflation Adjusted	\$46,317	\$44,676	\$459,244	-3.5%	927.9%	891.5%
Per Capita Income	\$14,161	\$17,997	\$24,886	27.1%	38.3%	75.7%
Inflation Adjusted	\$21,346	\$21,502	\$24,886	0.7%	15.7%	16.6%

Source: U.S. Census Bureau, American Community Survey 5-Year Estimates 2000-2020



## APPENDIX B: WORKFORCE ANALYSIS

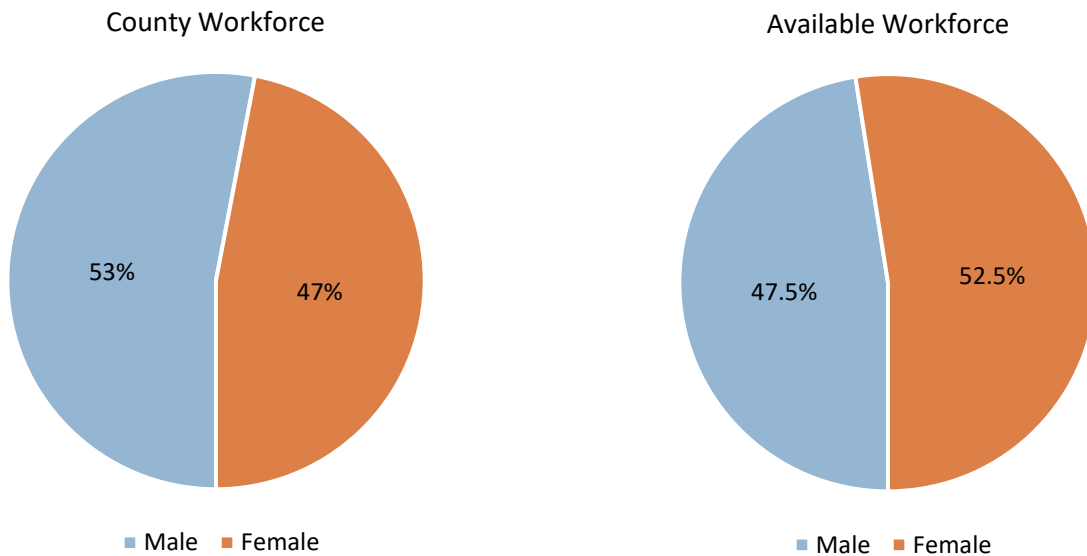
The following data provides statistical summaries on Jasper County’s current workforce and the civilian labor workforce or available workforce broken down by sex, race/ethnicity, and job classification. This section also provides comparison of County workforce to the community workforce to help determine if there is underutilization in the County government. In addition, it provides a comparison of County workforce between 2011 and 2021 to reflect changes in workforce overtime.

### Comparison of County Workforce to Available Workforce

#### Workforce by Sex

The County’s workforce is predominantly male, while the available workforce is predominantly female. Males comprise 53% of the County’s workforce and 47.5% of the available workforce. Females comprise 47% of the County’s workforce and 52.5% of the available workforce. The County’s female workforce is under-represented by 5.5%.

**Figure 1: Workforce for All Job Categories by Sex in 2021**

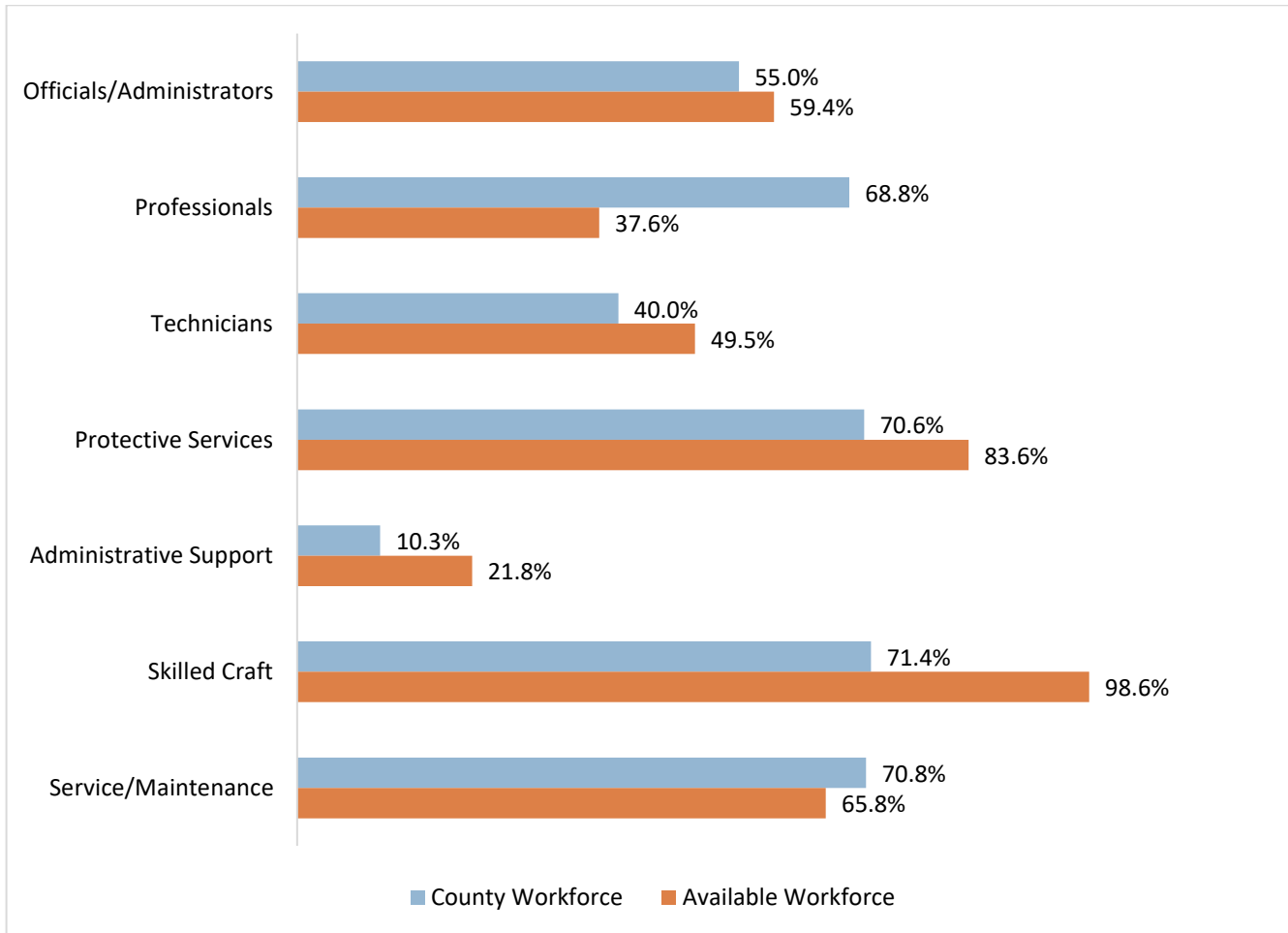


Source: U.S. Census Bureau, Equal Employment Opportunity Data (reflecting persons 16 years of age or older who were employed or seeking employment, excluding those in the Armed Services).



The County’s male workforce exceeds available workforce in Professionals by 31.2% and Service/Maintenance by 5%. The County’s male workforce is under-represented in Officials/Administrators by 4.4%, Technician by 9.5%, Protective Services by 13%, Administrative Support by 11.5%, and Skilled Craft by 27.2%.

**Figure 2: Male Workforce by Job Category in 2021**

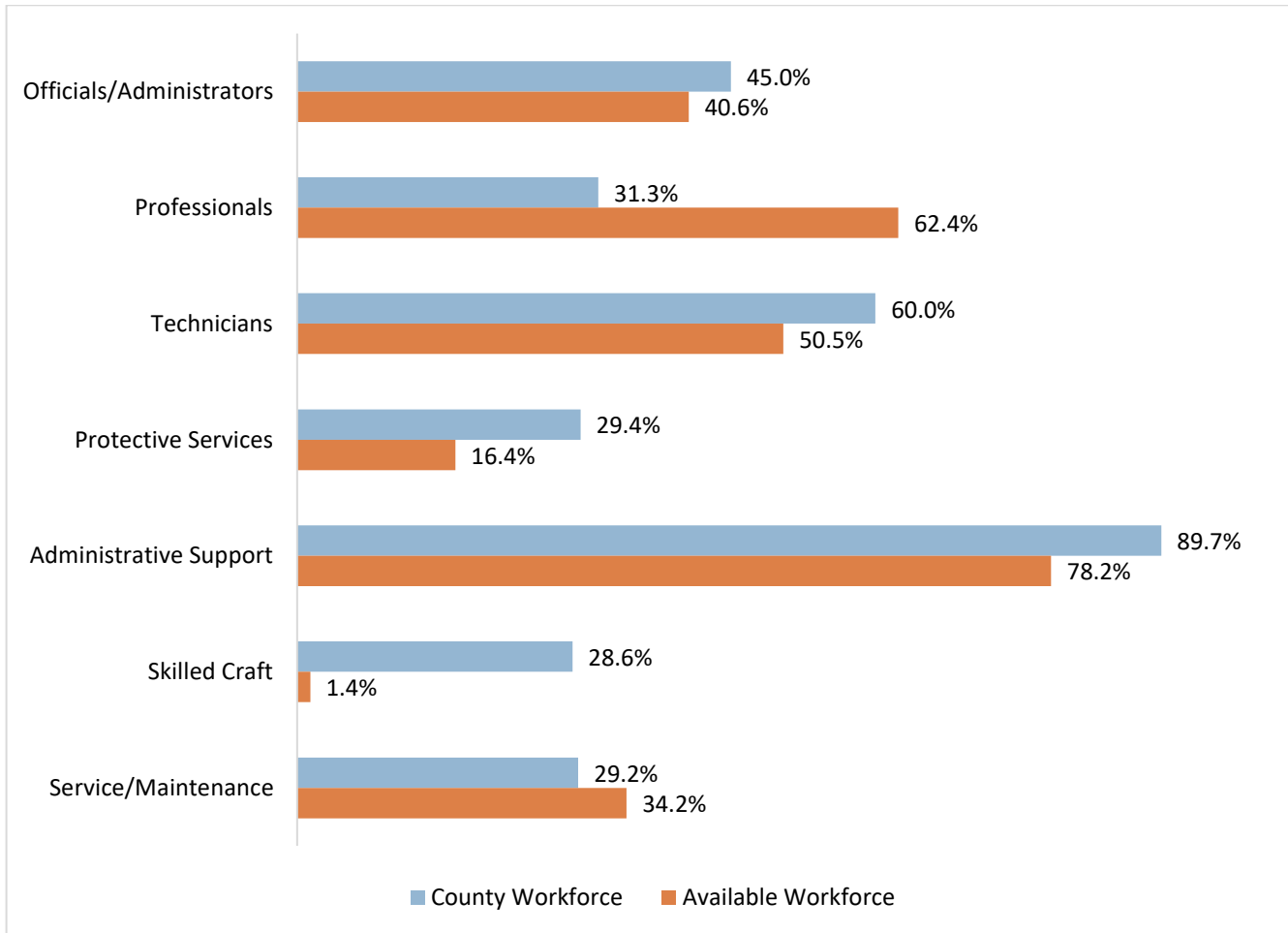


Source: U.S. Census Bureau, Equal Employment Opportunity Data (reflecting persons 16 years of age or older who were employed or seeking employment, excluding those in the Armed Services).



The County’s female workforce exceeds available workforce in Officials/Administrators 4.4%, Technicians by 9.5%, Administrative Support by 11.5%, and Skilled Craft by 27.2%. The County’s female workforce is under-represented in Professionals by 31.1% and Service/Maintenance by 5%.

**Figure 3: Female Workforce by Job Category in 2021**



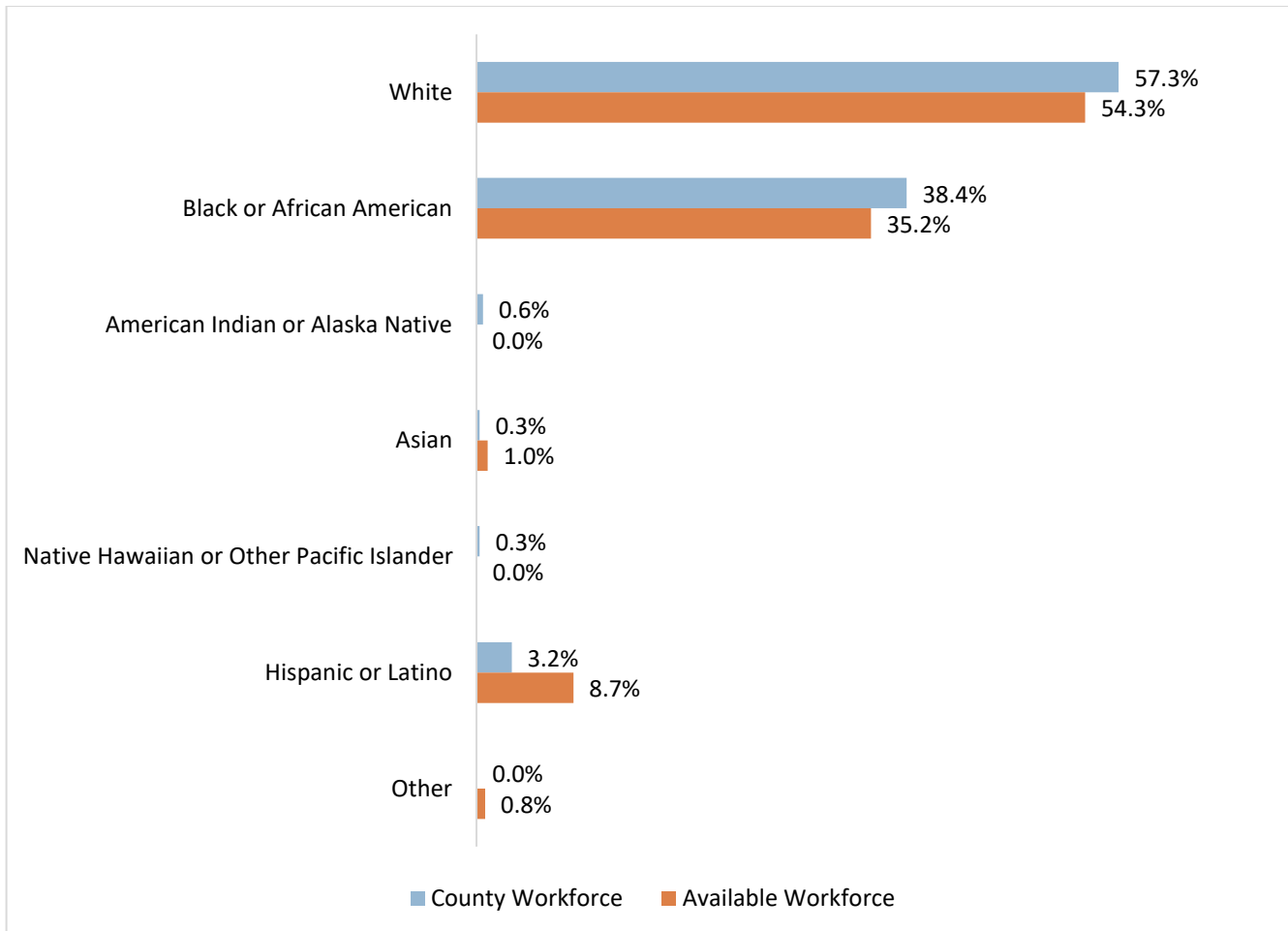
Source: U.S. Census Bureau, Equal Employment Opportunity Data (reflecting persons 16 years of age or older who were employed or seeking employment, excluding those in the Armed Services).



### Workforce by Race and Ethnicity

The County’s workforce and available workforce are predominantly White. The County’s racial/ethnic workforce exceeds available workforce in Whites by 3%, Blacks by 3.2%, and American Indian or Alaska Natives by 0.6%. The County’s racial/ethnic workforce is under-represented in Asians by 0.7%, Hispanics by 5.5%, and Others by 0.8%.

**Figure 4: Workforce for All Job Categories by Race and Ethnicity in 2021**

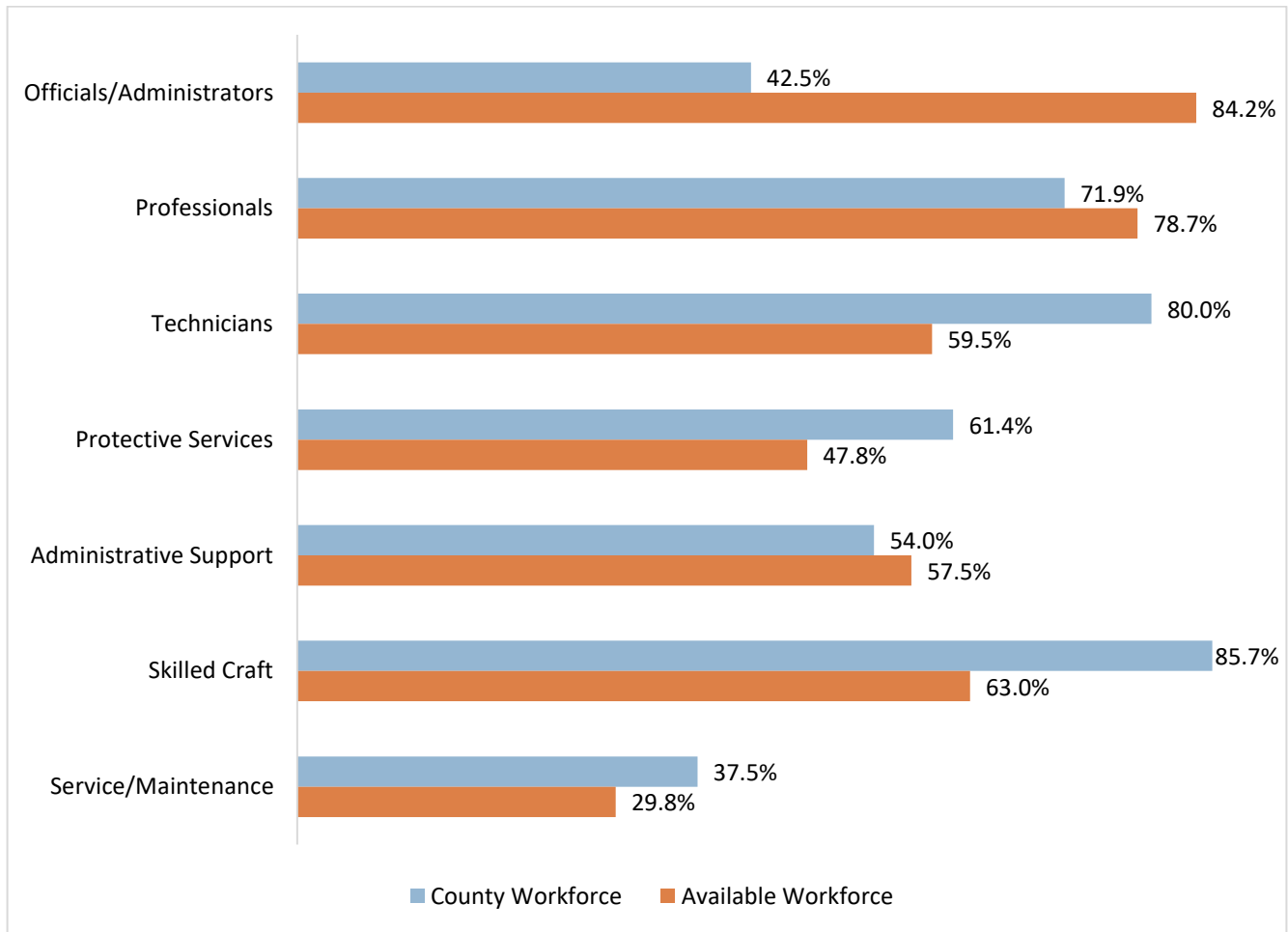


Source: U.S. Census Bureau, Equal Employment Opportunity Data (reflecting persons 16 years of age or older who were employed or seeking employment, excluding those in the Armed Services).



Whites represent 57.3% of the County’s workforce and 54.3% of the available workforce. The County’s White workforce exceeds available workforce in Technicians by 20.5%, Protective Services by 13.6%, Skilled Craft by 22.7%, and Service/Maintenance by 7.7%. The County’s White workforce is under-represented in Officials/Administrators by 41.1%, Professionals by 6.8%, and Administrative Support by 3.5%.

**Figure 5: White Workforce by Job Category in 2021**

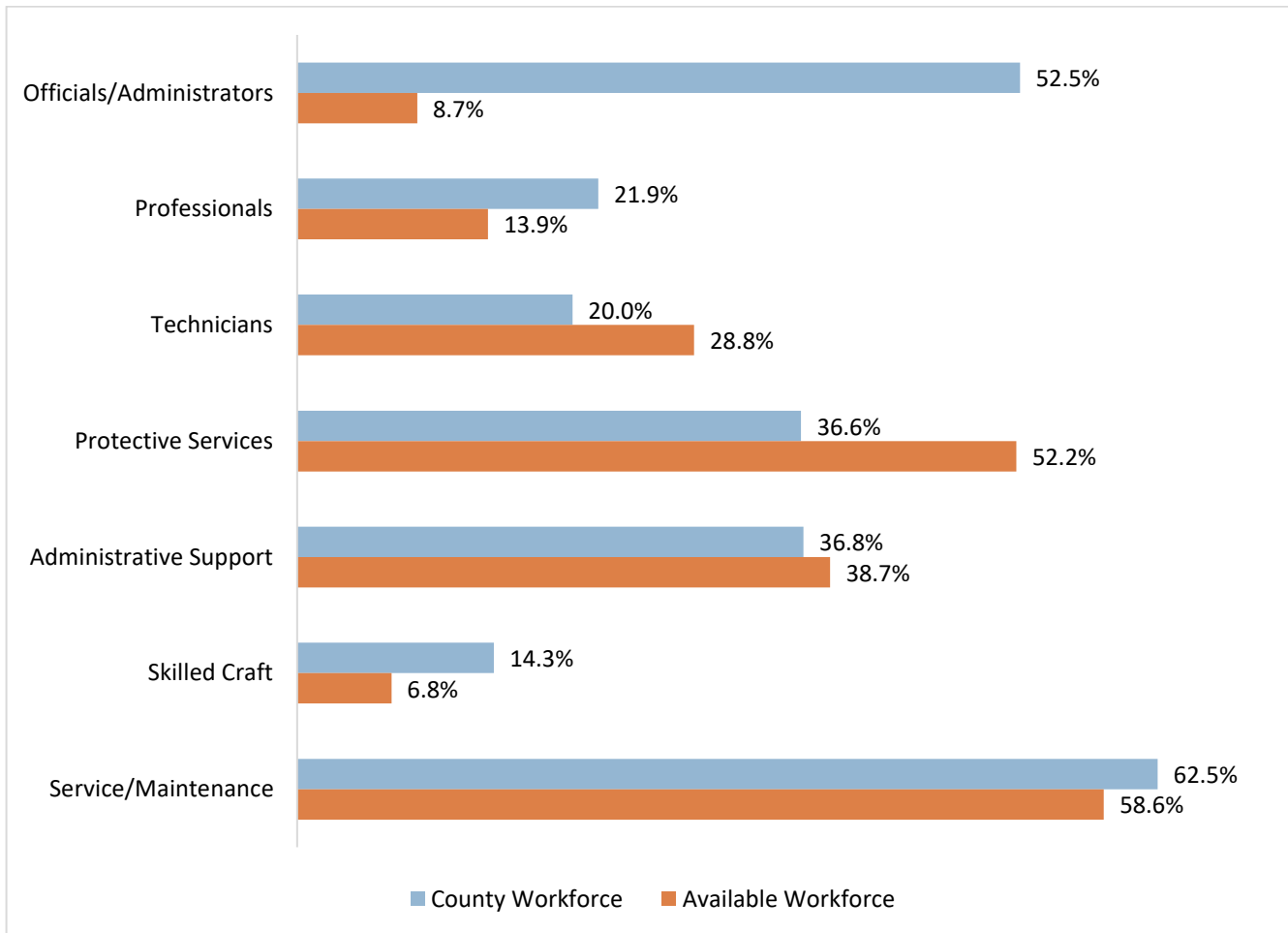


Source: U.S. Census Bureau, Equal Employment Opportunity Data (reflecting persons 16 years of age or older who were employed or seeking employment, excluding those in the Armed Services).



Blacks represent 38.4% of the County’s workforce and 35.2% of the available workforce. The County’s Black workforce exceeds available workforce in Officials/Administrators by 43.8%, Professionals by 8%, Skilled Craft by 7.5%, and Service/Maintenance by 3.9%. The County’s Black workforce is under-represented in Technicians by 8.8%, Protective Services by 15.6%, and Administrative Support by 1.9%.

**Figure 6: Black or African American Workforce by Job Category in 2021**

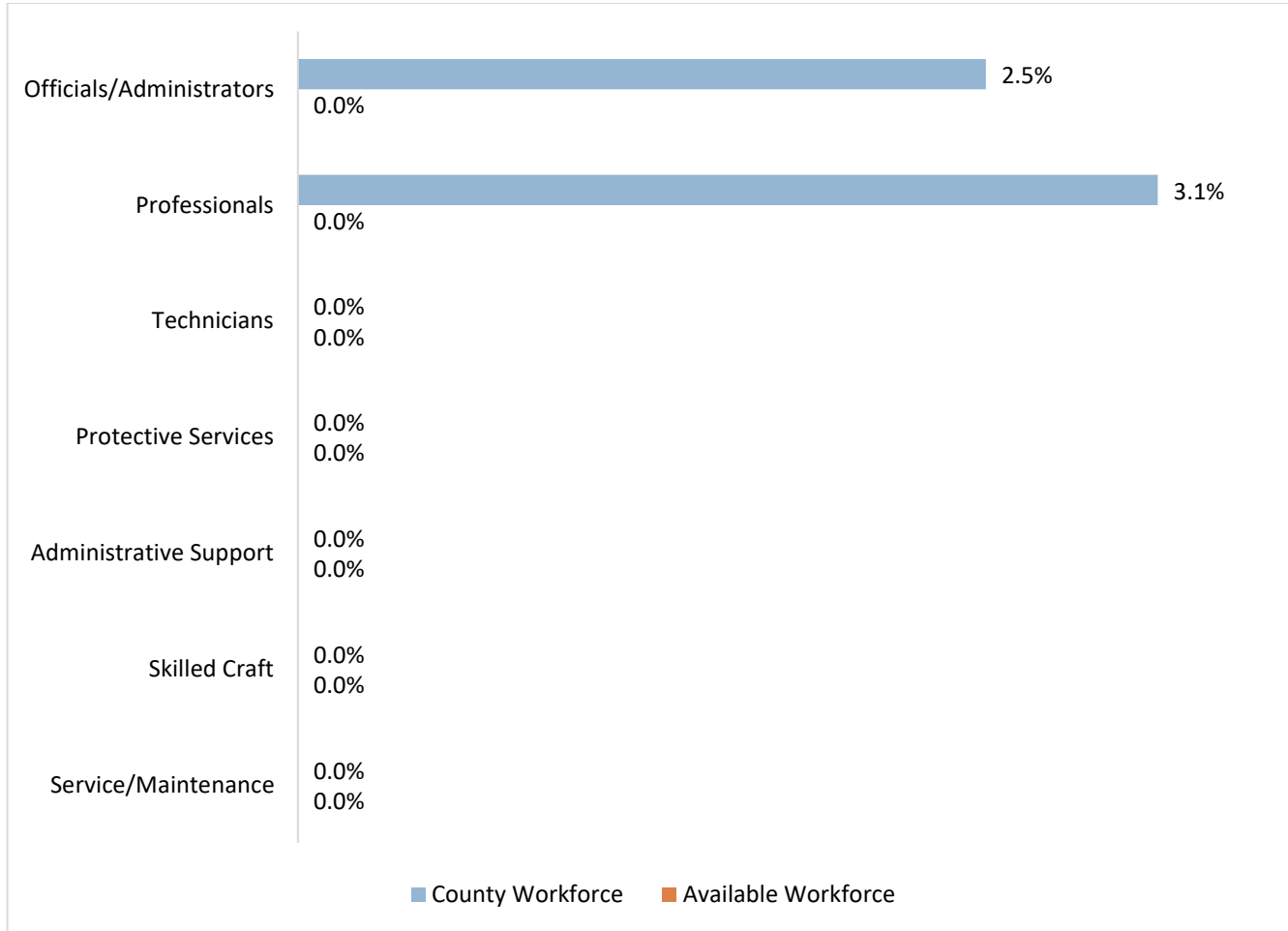


Source: U.S. Census Bureau, Equal Employment Opportunity Data (reflecting persons 16 years of age or older who were employed or seeking employment, excluding those in the Armed Services).



American Indians or Alaska Natives represent 0.6% of the County’s workforce and 0% of the available workforce. The County’s American Indian or Alaska Native workforce exceeds available workforce in Officials/Administrators by 2.5% and Professionals by 3.1%. The County’s American Indian or Alaska Native workforce is not represented at all in Technicians, Protective Services, and Administrative Support, Skilled Craft by, and Service/Maintenance

**Figure 7: American Indian or Alaska Native Workforce by Job Category in 2021**



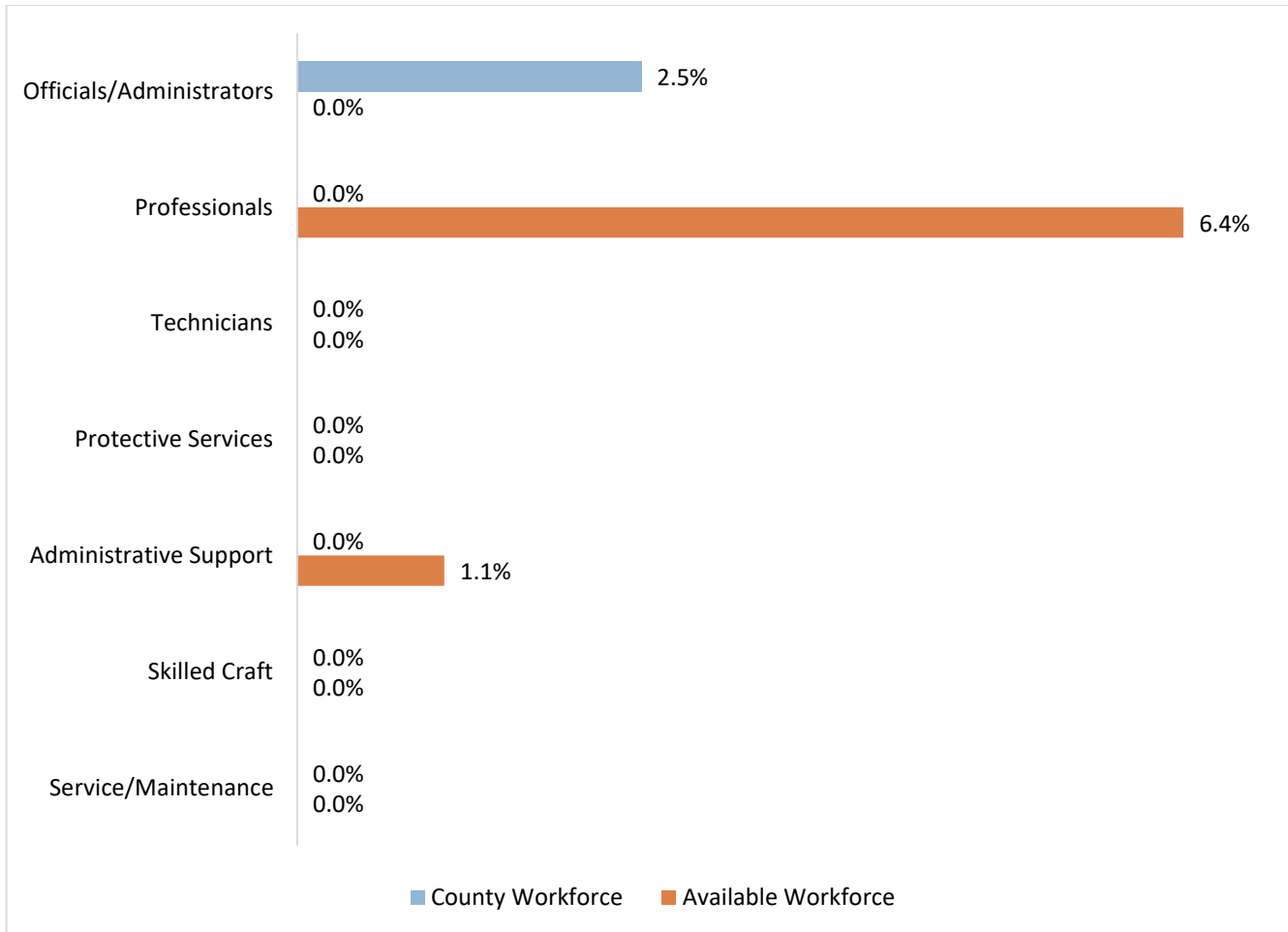
Source: U.S. Census Bureau, Equal Employment Opportunity Data (reflecting persons 16 years of age or older who were employed or seeking employment, excluding those in the Armed Services).





Asians represent 0.3% of the County’s workforce and 1% of the available workforce. The County’s Asian workforce exceeds available workforce in Officials/Administrators by 2.5%. The County’s Asian workforce is not represented at all in Professionals, Technicians, Protective Services, and Administrative Support, Skilled Craft by, and Service/Maintenance. Among these, the under-representations are 6.4% in Professionals and -1.1% in Administrative Support.

**Figure 8: Asian Workforce by Job Category in 2021**

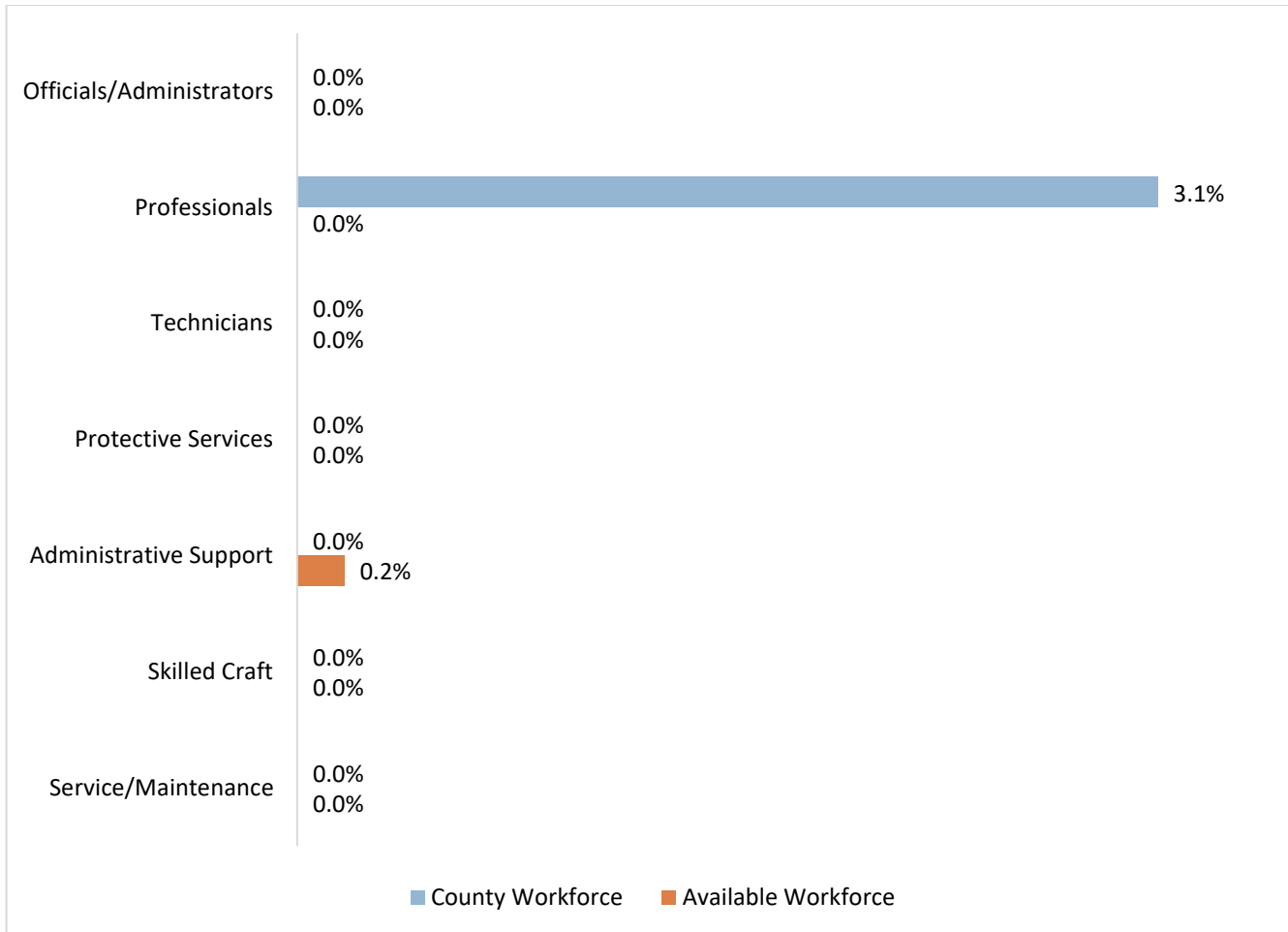


Source: U.S. Census Bureau, Equal Employment Opportunity Data (reflecting persons 16 years of age or older who were employed or seeking employment, excluding those in the Armed Services).



Native Hawaiians or Other Pacific Islanders represent 0.3% of the County’s workforce and 0% of the available workforce. The County’s Native Hawaiian or Other Pacific Islander workforce exceeds available workforce in Professionals by 3.1%. The County’s Asian workforce is not represented at all in Officials/Administrators, Technicians, Protective Services, and Administrative Support, Skilled Craft by, and Service/Maintenance. Among these, the under-representations are 0.2% in Administrative Support.

**Figure 9: Native Hawaiian or Other Pacific Islander Workforce by Job Category for in 2021**

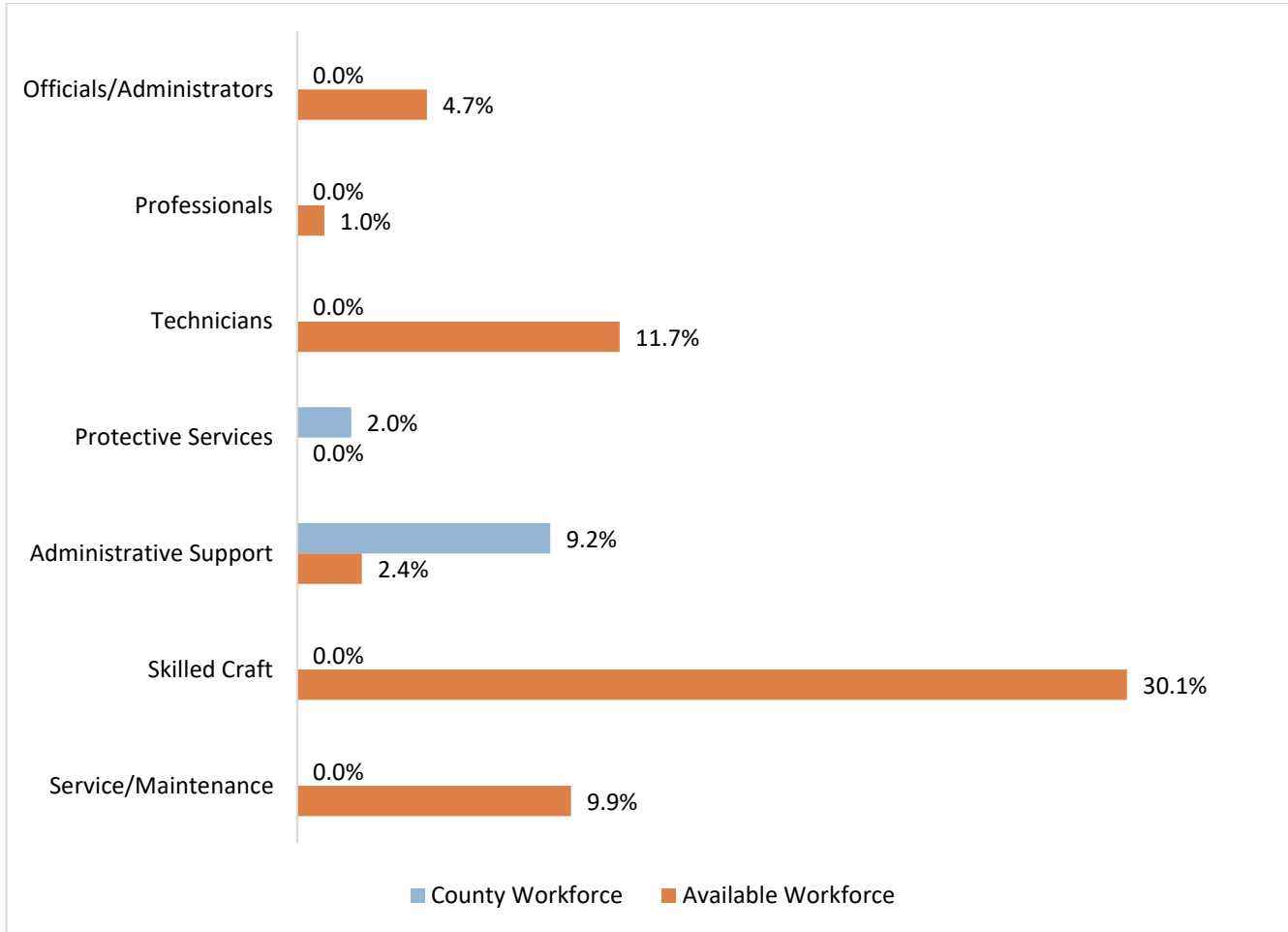


Source: U.S. Census Bureau, Equal Employment Opportunity Data (reflecting persons 16 years of age or older who were employed or seeking employment, excluding those in the Armed Services).



Hispanics represent 3.2% of the County’s workforce and 8.7% of the available workforce. The County’s Hispanic workforce exceeds available workforce in Protective Services by 2% and Administrative Support by 6.8%. The County’s Hispanic workforce is not represented at all in Officials/Administrators, Professionals, Technicians, Skilled Craft, and Service/Maintenance, with under representation by 4.7%, 1%, 11.7%, 30.1%, and 9.9% respectively.

**Figure 10: Hispanic or Latino Workforce by Job Category in 2021**



Source: U.S. Census Bureau, Equal Employment Opportunity Data (reflecting persons 16 years of age or older who were employed or seeking employment, excluding those in the Armed Services).



**Summary of Workforce Utilization**

**Table 7: Workforce Utilization Analysis 2021**

Job Categories	Male							Female						
	White	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Hispanic or Latino	Other	White	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Hispanic or Latino	Other
<b>Officials/Administrators</b>														
Workforce #	12	10	0	0	0	0	0	5	11	1	1	0	0	0
Workforce %	30.0%	25.0%	0.0%	0.0%	0.0%	0.0%	0.0%	12.5%	27.5%	2.5%	2.5%	0.0%	0.0%	0.0%
CLS #	460	4	0	0	0	20	20	255	70	0	0	0	20	0
CLS %	54.2%	0.5%	0.0%	0.0%	0.0%	2.4%	2.4%	30.0%	8.2%	0.0%	0.0%	0.0%	2.4%	0.0%
Utilization %	-24.2%	24.5%	0.0%	0.0%	0.0%	-2.4%	-2.4%	-17.5%	19.3%	2.5%	2.5%	0.0%	-2.4%	0.0%
<b>Professionals</b>														
Workforce #	17	4	0	0	1	0	0	6	3	1	0	0	0	0
Workforce %	53.1%	12.5%	0.0%	0.0%	3.1%	0.0%	0.0%	18.8%	9.4%	3.1%	0.0%	0.0%	0.0%	0.0%
CLS #	290	50	0	30	0	10	0	505	90	0	35	0	0	0
CLS %	28.7%	5.0%	0.0%	3.0%	0.0%	1.0%	0.0%	50.0%	8.9%	0.0%	3.5%	0.0%	0.0%	0.0%
Utilization %	24.4%	7.5%	0.0%	-3.0%	3.1%	-1.0%	0.0%	-31.3%	0.5%	3.1%	-3.5%	0.0%	0.0%	0.0%
<b>Technicians</b>														
Workforce #	2	0	0	0	0	0	0	2	1	0	0	0	0	0
Workforce %	40.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	40.0%	20.0%	0.0%	0.0%	0.0%	0.0%	0.0%
CLS #	135	75	0	0	0	65	0	195	85	0	0	0	0	0
CLS %	24.3%	13.5%	0.0%	0.0%	0.0%	11.7%	0.0%	35.1%	15.3%	0.0%	0.0%	0.0%	0.0%	0.0%
Utilization %	15.7%	-13.5%	0.0%	0.0%	0.0%	-11.7%	0.0%	4.9%	4.7%	0.0%	0.0%	0.0%	0.0%	0.0%
<b>Protective Services</b>														
Workforce #	84	22	0	0	0	2	0	10	34	0	0	0	1	0
Workforce %	54.9%	14.4%	0.0%	0.0%	0.0%	1.3%	0.0%	6.5%	22.2%	0.0%	0.0%	0.0%	0.7%	0.0%
CLS #	150	130	0	0	0	0	0	10	45	0	0	0	0	0
CLS %	44.8%	38.8%	0.0%	0.0%	0.0%	0.0%	0.0%	3.0%	13.4%	0.0%	0.0%	0.0%	0.0%	0.0%
Utilization %	10.1%	-24.4%	0.0%	0.0%	0.0%	1.3%	0.0%	3.6%	8.8%	0.0%	0.0%	0.0%	0.7%	0.0%



Job Categories	Male							Female						
	White	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Hispanic or Latino	Other	White	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Hispanic or Latino	Other
<b>Paraprofessional</b>														
Workforce #	0	0	0	0	0	0	0	0	1	0	0	0	0	0
Workforce %	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%
CLS #	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
CLS %	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Utilization %	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
<b>Administrative Support</b>														
Workforce #	7	2	0	0	0	0	0	40	30	0	0	0	8	0
Workforce %	8.0%	2.3%	0.0%	0.0%	0.0%	0.0%	0.0%	46.0%	34.5%	0.0%	0.0%	0.0%	9.2%	0.0%
CLS #	400	65	0	25	4	15	0	945	840	0	0	0	40	4
CLS %	17.1%	2.8%	0.0%	1.1%	0.2%	0.6%	0.0%	40.4%	35.9%	0.0%	0.0%	0.0%	1.7%	0.2%
Utilization %	-9.1%	-0.5%	0.0%	-1.1%	-0.2%	-0.6%	0.0%	5.6%	-1.4%	0.0%	0.0%	0.0%	7.5%	-0.2%
<b>Skilled Craft</b>														
Workforce #	4	1	0	0	0	0	0	2	0	0	0	0	0	0
Workforce %	57.1%	14.3%	0.0%	0.0%	0.0%	0.0%	0.0%	28.6%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
CLS #	675	75	0	0	0	330	0	15	0	0	0	0	0	0
CLS %	61.6%	6.8%	0.0%	0.0%	0.0%	30.1%	0.0%	1.4%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Utilization %	-4.5%	7.4%	0.0%	0.0%	0.0%	-30.1%	0.0%	27.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
<b>Service/Maintenance</b>														
Workforce #	4	13	0	0	0	0	0	5	2	0	0	0	0	0
Workforce %	16.7%	54.2%	0.0%	0.0%	0.0%	0.0%	0.0%	20.8%	8.3%	0.0%	0.0%	0.0%	0.0%	0.0%
CLS #	595	1065	0	0	0	160	0	230	555	0	0	0	115	45
CLS %	21.5%	38.5%	0.0%	0.0%	0.0%	5.8%	0.0%	8.3%	20.1%	0.0%	0.0%	0.0%	4.2%	1.6%
Utilization %	-4.9%	15.6%	0.0%	0.0%	0.0%	-5.8%	0.0%	12.5%	-11.7%	0.0%	0.0%	0.0%	-4.2%	-1.6%

Source: U.S. Census Bureau, Equal Employment Opportunity Data (reflecting persons 16 years of age or older who were employed or seeking employment, excluding those in the Armed Services).



**Table 8: Significant Workforce Underutilization 2021**

Job Categories	Male							Female						
	White	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Hispanic or Latino	Other	White	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Hispanic or Latino	Other
Officials/ Administrators	✓					✓	✓	✓					✓	
Professionals				✓		✓		✓			✓			
Technicians		✓				✓								
Protective Services		✓												
Paraprofessional														
Administrative Support	✓	✓		✓	✓	✓			✓					✓
Skilled Craft	✓					✓								
Service/ Maintenance	✓					✓			✓				✓	✓

Source: U.S. Census Bureau, Equal Employment Opportunity Data (reflecting persons 16 years of age or older who were employed or seeking employment, excluding those in the Armed Services).

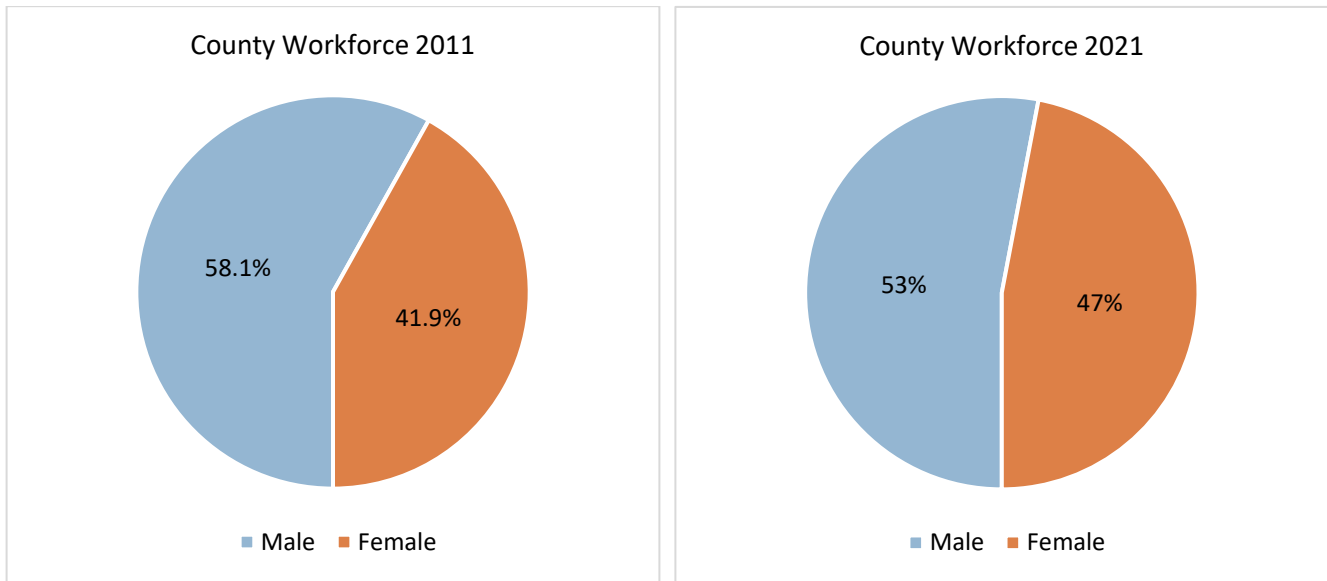


## Comparison of County Workforce between 2011 and 2021

### Workforce by Sex

A comparison of County’s workforce between 2011 and 2021 reflects predominant males. However, the County saw an increase of female workforce from 41.9% in 2011 to 47% in 2021.

**Figure 11: Workforce for All Job Categories by Sex between 2011 and 2021**

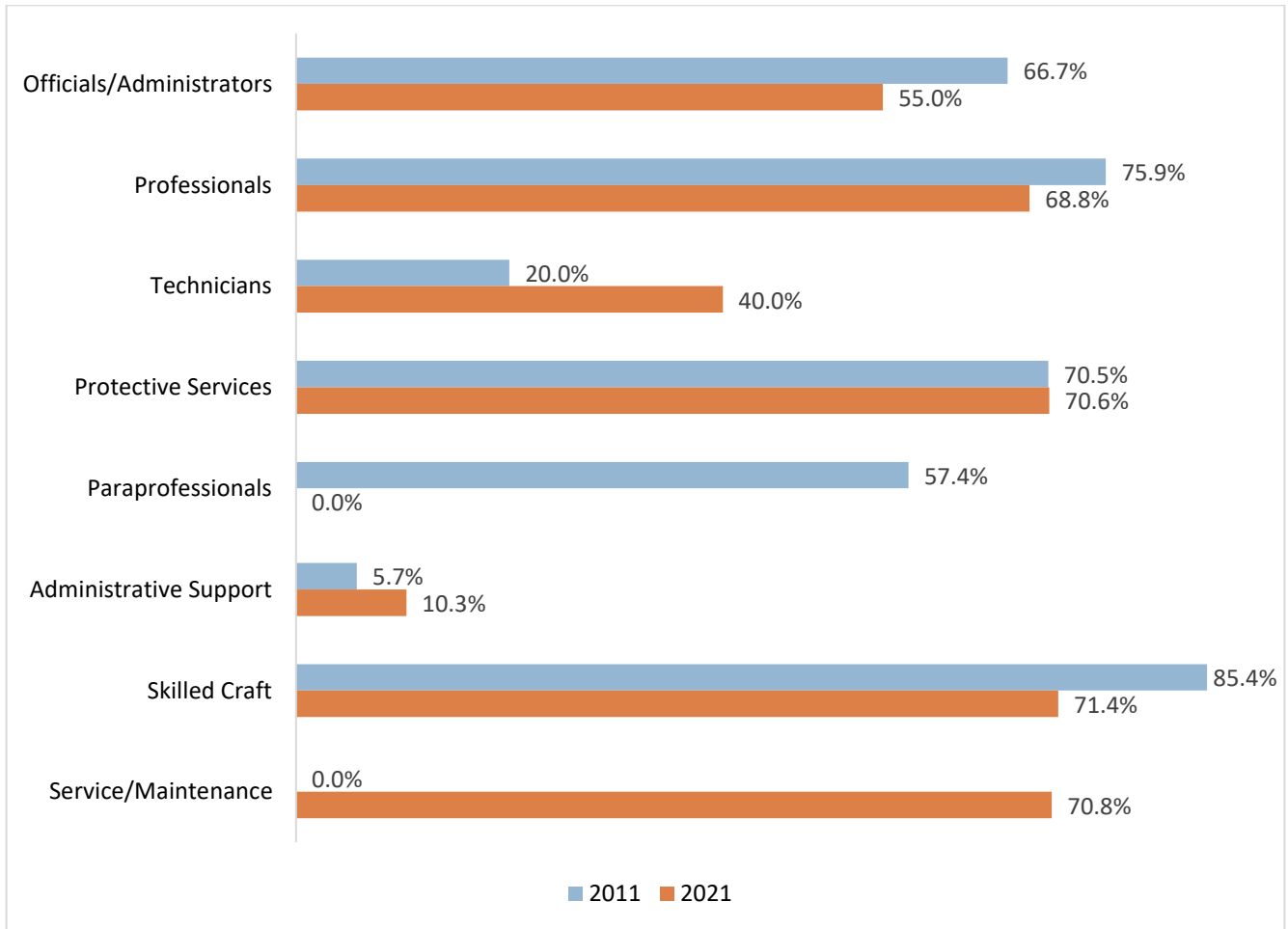


Source: Jasper County EE04 Report 2011 and 2021



For males, there was a decrease in Officials/Administrators, Professionals, Paraprofessionals, and Skilled Craft; while there was an increase in Technicians, Administrative Support, and Service/Maintenance. A representation of males in Protective Services was roughly unchanged.

**Figure 12: Male Workforce by Job Category between 2011 and 2021**



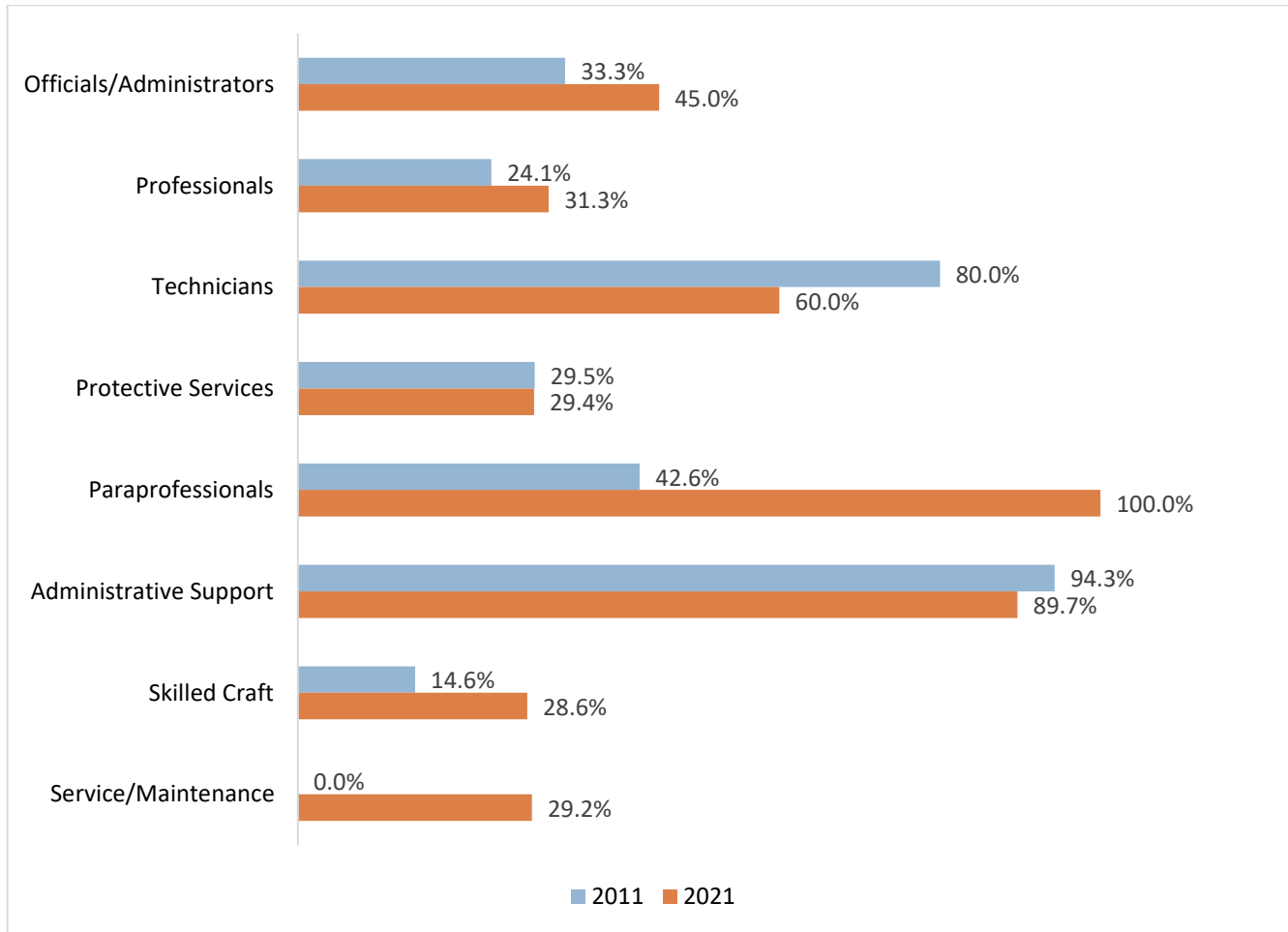
Source: Jasper County EE04 Report 2011 and 2021





For females, there was a decrease in Technicians and Administrative Support, while there was an increase in Officials/Administrators, Professionals, Paraprofessionals, Skilled Craft, and Service/Maintenance. A representation of females in Protective Services was roughly unchanged.

**Figure 13: Female Workforce by Job Category between 2011 and 2021**



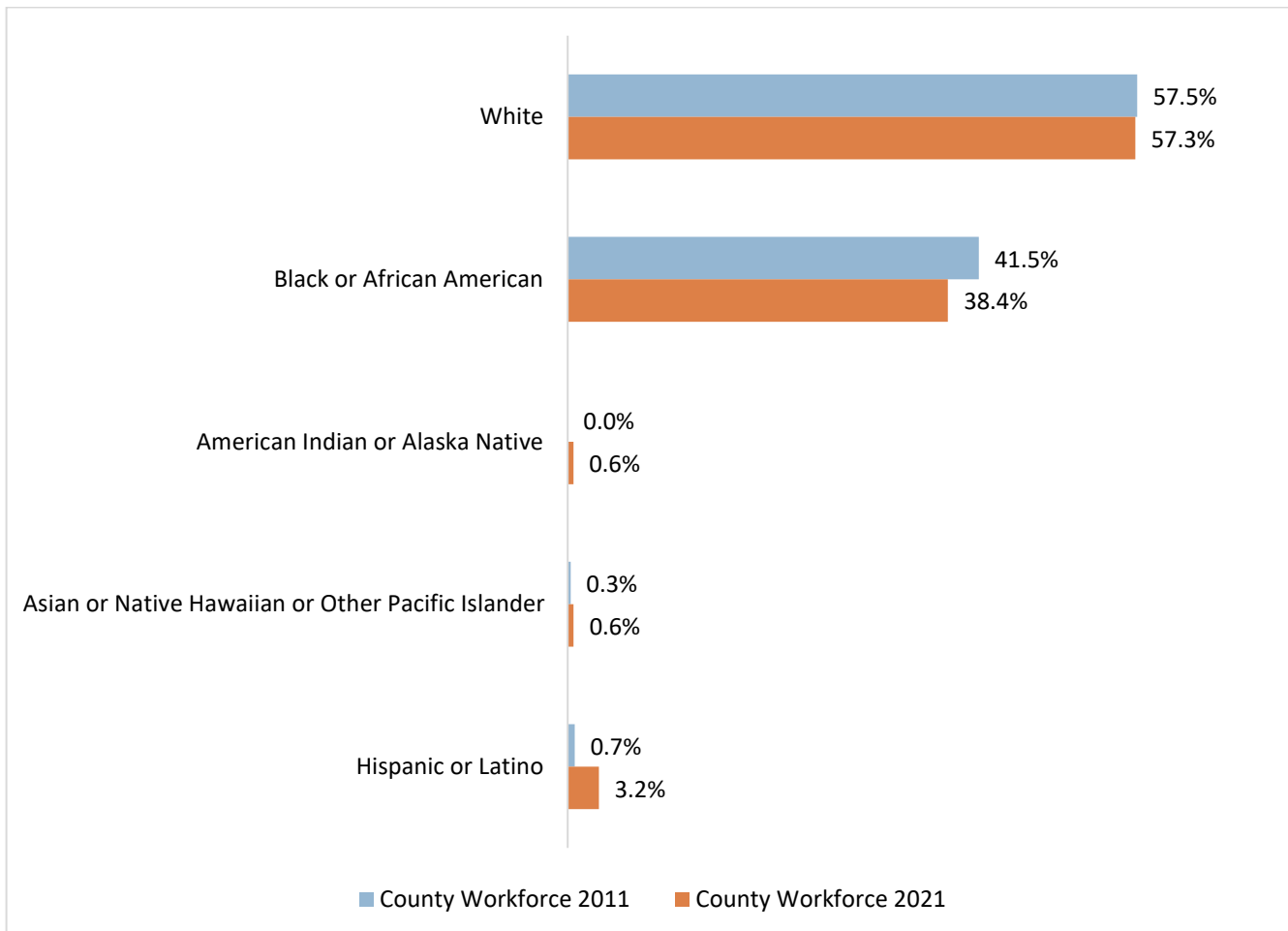
Source: Jasper County EE04 Report 2011 and 2021



### Workforce by Race and Ethnicity

A comparison of County’s workforce between 2011 and 2021 reflects predominant Whites with roughly unchanged representation from 57.3% in 2011 to 57.5% in 2021. The County saw an increase of Black workforce from 41.9% in 2011 to 47% in 2021. For the same period, the representation of other races and ethnicity decreased: American Indians and Alaska Natives (0% to 0.6%), Asians or Native Hawaiians or Other Pacific Islanders (0.3% to 0.6%), and Hispanics (0.7% to 3.2%).

**Figure 14: Workforce for All Job Categories by Race and Ethnicity between 2011 and 2021**

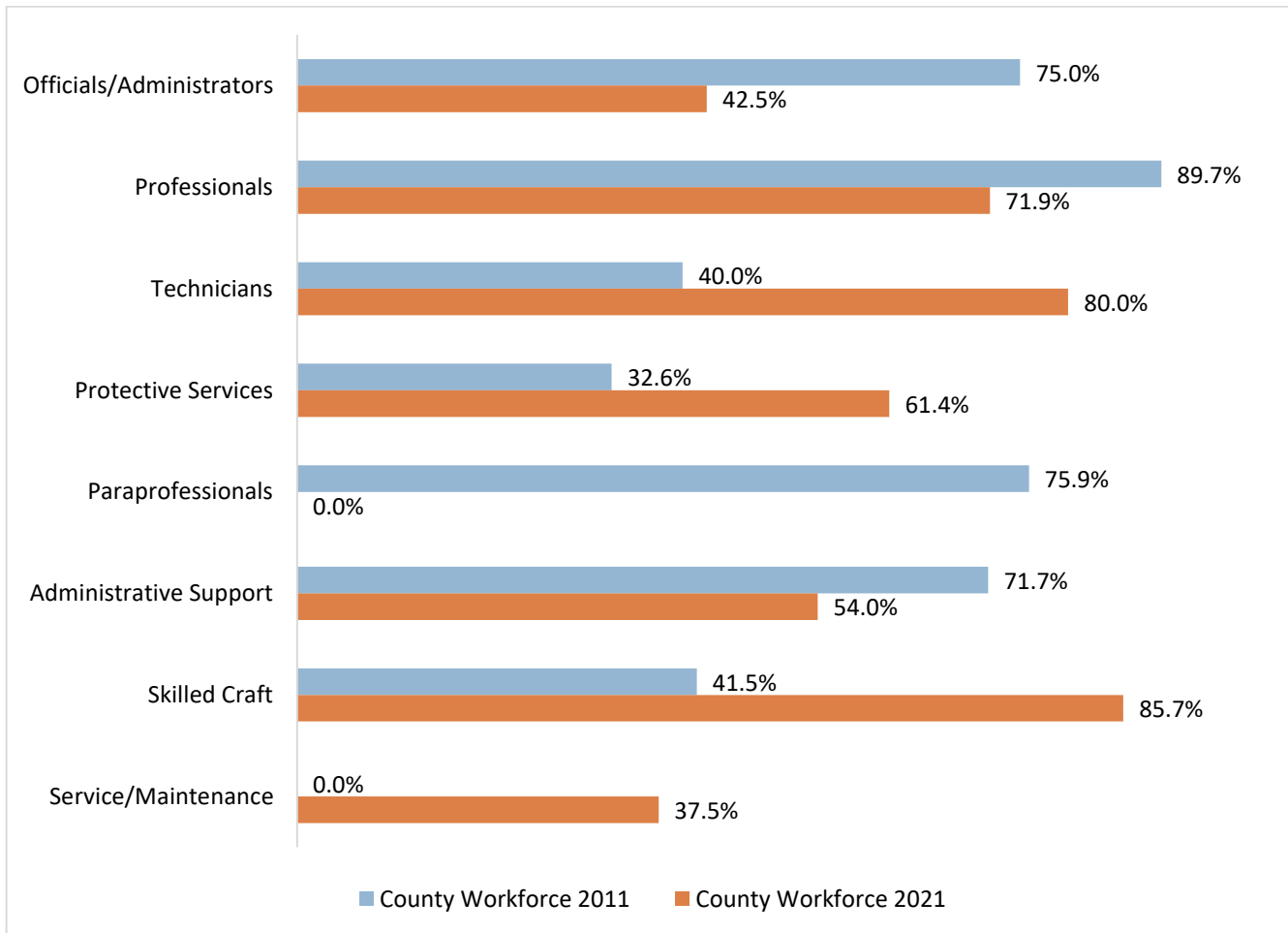


Source: Jasper County EE04 Report 2011 and 2021



For Whites, there was a decrease in Officials/Administrators, Professionals, Paraprofessionals, and Administrative Support; while there was an increase in Technicians, Protective Services, and Service/Maintenance. In 2011, Whites were not represented at all in Service/Maintenance. In 2021, Whites were not represented at all in Paraprofessionals.

**Figure 15: White Workforce by Job Category between 2011 and 2021**

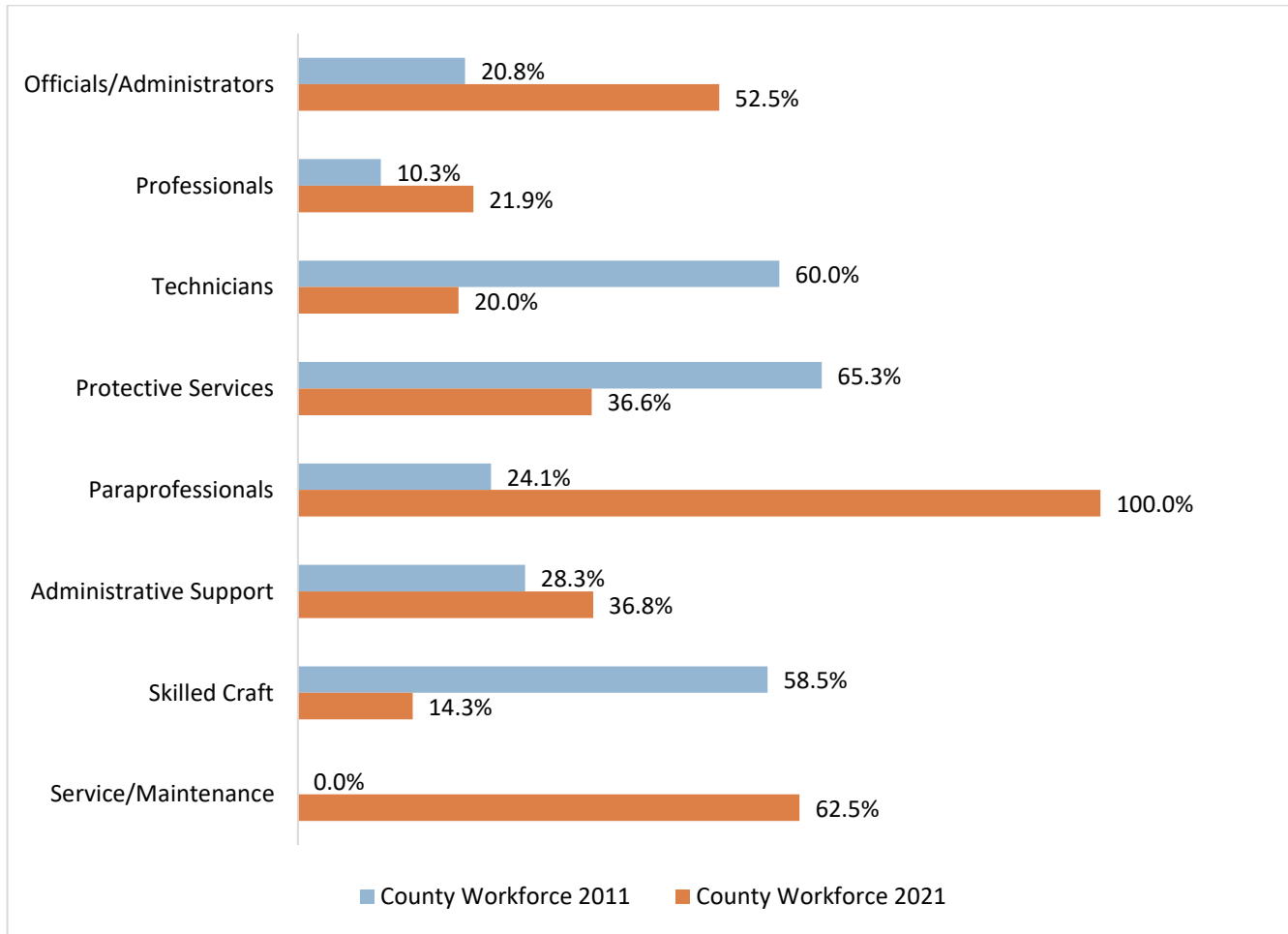


Source: Jasper County EE04 Report 2011 and 2021



For Blacks, there was a decrease in Technicians, Protective Services, and Skilled Craft; while there was an increase in Officials/Administrators, Professionals, Paraprofessionals, Administrative Support, and Service/Maintenance. In 2011, Blacks were not represented at all in Service/Maintenance.

**Figure 16: Black or African American Workforce by Job Category between 2011 and 2021**

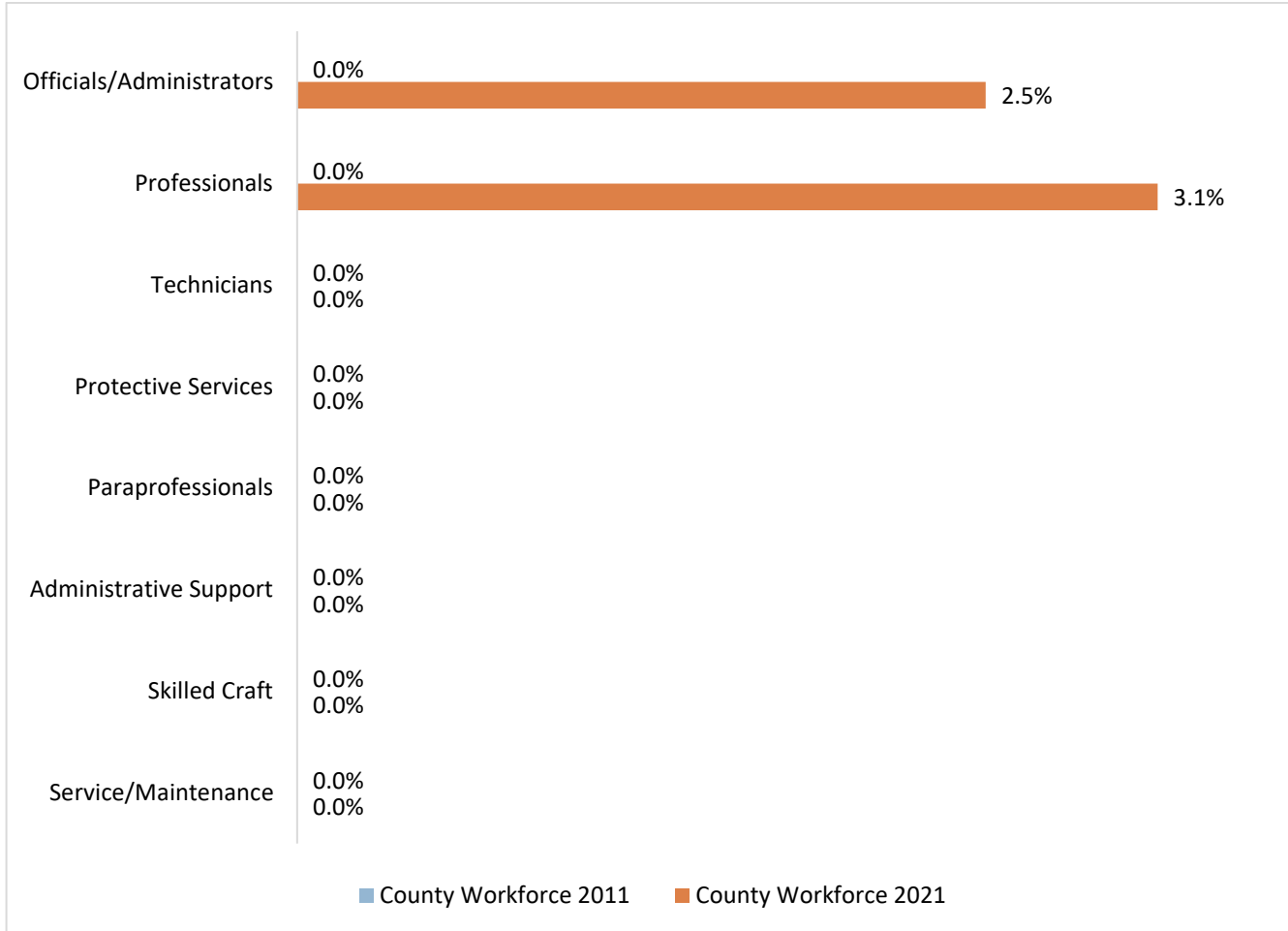


Source: Jasper County EE04 Report 2011 and 2021



In 2011, American Indians or Alaska Natives were not represented at all in all job categories. In 2021, they were represented only Officials/Administrators and Professionals.

**Figure 17: American Indian or Alaska Native Workforce by Job Category between 2011 and 2021**

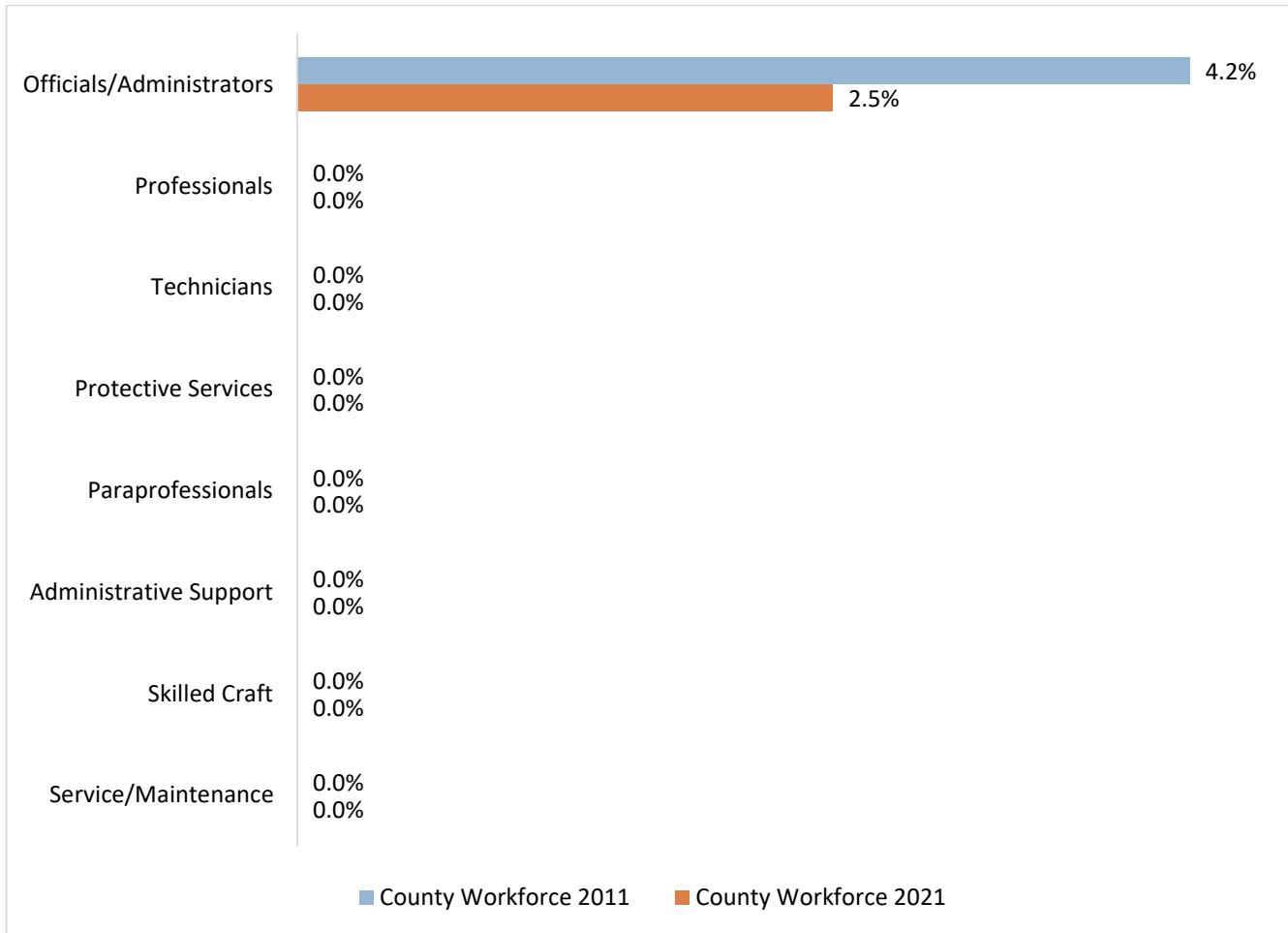


Source: Jasper County EE04 Report 2011 and 2021



In 2011 and 2021, Asians or Native Hawaiians or Other Pacific Islanders were not represented at all in all job categories, except for Officials/Administrators (4.2% in 2011 and 2.5% in 2021).

**Figure 18: Asian or Native Hawaiian or Other Pacific Islander Workforce by Job Category between 2011 and 2021**

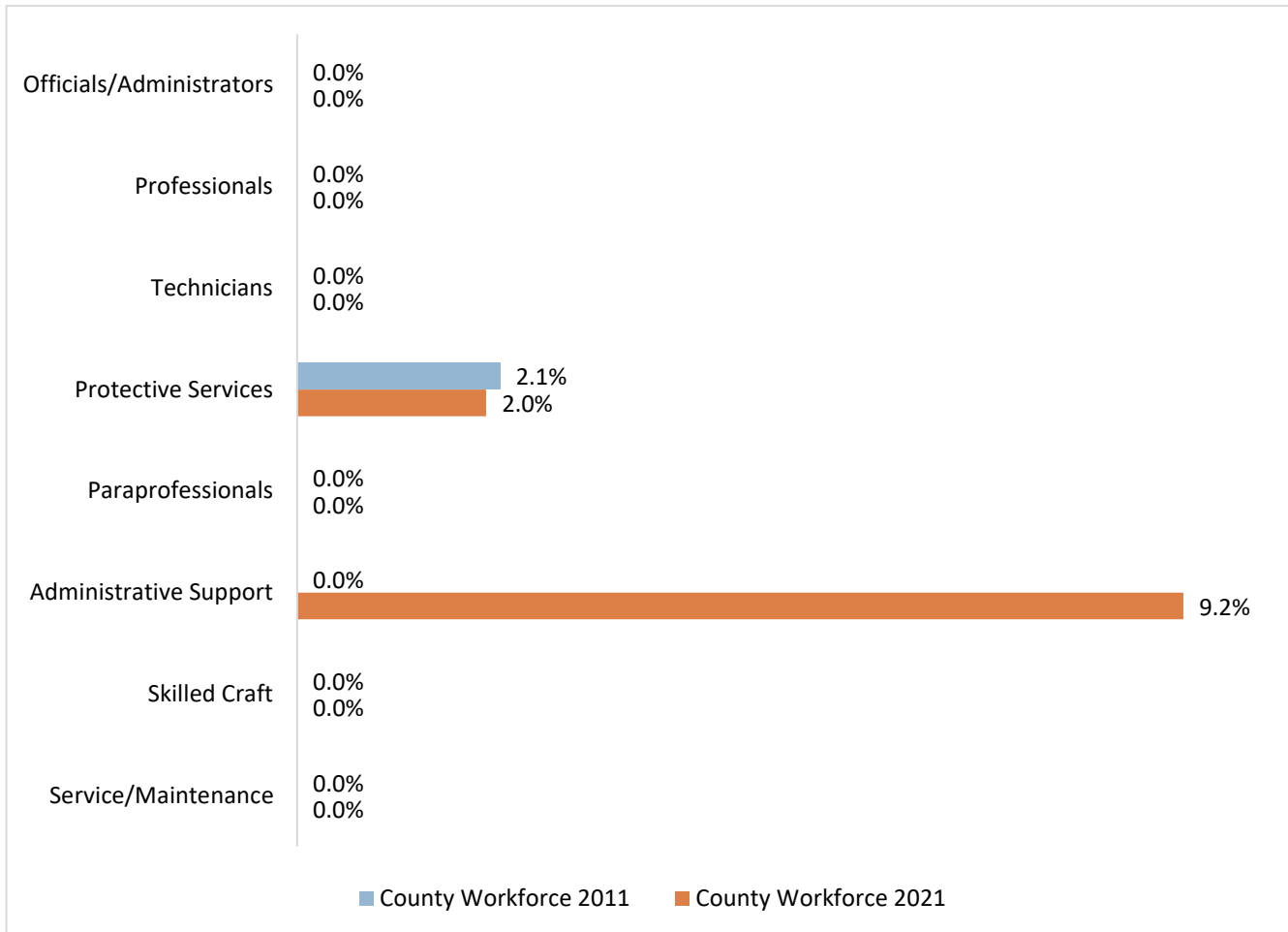


Source: Jasper County EE04 Report 2011 and 2021



In 2011 and 2021, Hispanics were not represented at all in all job categories, except for Protective Services (2.1% in 2011 and 2% in 2021) and Administrative Support (0% in 2011 and 9.2% in 2021).

**Figure 19: Hispanic or Latino Workforce by Job Category between 2011 and 2021**



Source: Jasper County EE04 Report 2011 and 2021



**Summary of Workforce Utilization**

**Table 9: Workforce Utilization Analysis between 2011 and 2021**

Job Categories	Male					Female				
	White	Black or African American	American Indian or Alaska Native	Asian or Native Hawaiian or Other Pacific Islander	Hispanic or Latino	White	Black or African American	American Indian or Alaska Native	Asian or Native Hawaiian or Other Pacific Islander	Hispanic or Latino
<b>Officials/Administrators</b>										
Workforce 2011 %	58.3%	8.3%	0.0%	0.0%	0.0%	16.7%	12.5%	0.0%	4.2%	0.0%
Workforce 2021 %	30.0%	25.0%	0.0%	0.0%	0.0%	12.5%	27.5%	2.5%	2.5%	0.0%
Change in Utilization	-28.3%	16.7%	0.0%	0.0%	0.0%	-4.2%	15.0%	2.5%	-1.7%	0.0%
<b>Professionals</b>										
Workforce 2011 %	72.4%	3.4%	0.0%	0.0%	0.0%	17.2%	6.9%	0.0%	0.0%	0.0%
Workforce 2021 %	53.1%	12.5%	0.0%	3.1%	0.0%	18.8%	9.4%	3.1%	0.0%	0.0%
Change in Utilization	-19.3%	9.1%	0.0%	3.1%	0.0%	1.6%	2.5%	3.1%	0.0%	0.0%
<b>Technicians</b>										
Workforce 2011 %	0.0%	20.0%	0.0%	0.0%	0.0%	40.0%	40.0%	0.0%	0.0%	0.0%
Workforce 2021 %	40.0%	0.0%	0.0%	0.0%	0.0%	40.0%	20.0%	0.0%	0.0%	0.0%
Change in Utilization	40.0%	-20.0%	0.0%	0.0%	0.0%	0.0%	-20.0%	0.0%	0.0%	0.0%
<b>Protective Services</b>										
Workforce 2011 %	29.5%	38.9%	0.0%	0.0%	2.1%	3.2%	26.3%	0.0%	0.0%	0.0%
Workforce 2021 %	54.9%	14.4%	0.0%	0.0%	1.3%	6.5%	22.2%	0.0%	0.0%	0.7%
Change in Utilization	25.4%	-24.5%	0.0%	0.0%	-0.8%	3.3%	-4.1%	0.0%	0.0%	0.7%
<b>Paraprofessional</b>										
Workforce 2011 %	53.7%	3.7%	0.0%	0.0%	0.0%	22.2%	20.4%	0.0%	0.0%	0.0%
Workforce 2021 %	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	0.0%	0.0%	0.0%
Change in Utilization	-53.7%	-3.7%	0.0%	0.0%	0.0%	-22.2%	79.6%	0.0%	0.0%	0.0%





Job Categories	Male					Female				
	White	Black or African American	American Indian or Alaska Native	Asian or Native Hawaiian or Other Pacific Islander	Hispanic or Latino	White	Black or African American	American Indian or Alaska Native	Asian or Native Hawaiian or Other Pacific Islander	Hispanic or Latino
<b>Administrative Support</b>										
Workforce 2011 %	5.7%	0.0%	0.0%	0.0%	0.0%	66.0%	28.3%	0.0%	0.0%	0.0%
Workforce 2021 %	8.0%	2.3%	0.0%	0.0%	0.0%	46.0%	34.5%	0.0%	0.0%	9.2%
Change in Utilization	2.3%	2.3%	0.0%	0.0%	0.0%	-20.0%	6.2%	0.0%	0.0%	9.2%
<b>Skilled Craft</b>										
Workforce 2011 %	36.6%	48.8%	0.0%	0.0%	0.0%	4.9%	9.8%	0.0%	0.0%	0.0%
Workforce 2021 %	57.1%	14.3%	0.0%	0.0%	0.0%	28.6%	0.0%	0.0%	0.0%	0.0%
Change in Utilization	20.5%	-34.5%	0.0%	0.0%	0.0%	23.7%	-9.8%	0.0%	0.0%	0.0%
<b>Service/Maintenance</b>										
Workforce 2011 %	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Workforce 2021 %	16.7%	54.2%	0.0%	0.0%	0.0%	20.8%	8.3%	0.0%	0.0%	0.0%
Change in Utilization	16.7%	54.2%	0.0%	0.0%	0.0%	20.8%	8.3%	0.0%	0.0%	0.0%

Source: Jasper County EE04 Report 2011 and 2021



**Table 10: Significant Improvement of Workforce Utilization between 2011 and 2021**

Job Categories	Male					Female				
	White	Black or African American	American Indian or Alaska Native	Asian or Native Hawaiian or Other Pacific Islander	Hispanic or Latino	White	Black or African American	American Indian or Alaska Native	Asian or Native Hawaiian or Other Pacific Islander	Hispanic or Latino
Officials/Administrators		✓					✓	✓		
Professionals		✓		✓		✓	✓	✓		
Technicians	✓									
Protective Services	✓					✓				✓
Paraprofessional							✓			
Administrative Support	✓	✓					✓			✓
Skilled Craft	✓					✓				
Service/Maintenance	✓	✓				✓	✓			

Source: Jasper County EE04 Report 2011 and 2021



## APPENDIX C: DEFINITIONS OF RACE/ETHNICITY CATEGORIES

- **White (Not Hispanic or Latino):** A person having origins in any of the original people of Europe, the Middle East, or North Africa.
- **Black or African American (Not Hispanic or Latino):** A person having origins in any of the black racial groups of Africa.
- **American Indian or Alaska Native (Not Hispanic or Latino):** A person having origins in any of the original people of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
- **Asian (Not Hispanic or Latino):** A person having origins in any of the original people of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- **Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino):** A person having origins in any of the people of Hawaii, Guam, Samoa, or other Pacific Islands.
- **Two or More Races (Not Hispanic or Latino):** All persons who identify with more than one of the above five races (White, Black or African American, Native Hawaiian or Other Pacific Islander, Asian, American Indian or Alaska Native).
- **Hispanic or Latino:** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.



## APPENDIX D: DESCRIPTION OF JOB CATEGORIES

- **Officials/Administrators:** Occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, direct individual departments or special phases of the agency's operations, or provide specialized consultation on a regional, district or area basis. Includes: department heads, bureau chiefs, division chiefs, directors, deputy directors, controllers, wardens, superintendents, sheriffs, police and fire chiefs and inspectors, examiners (bank, hearing, motor vehicle, warehouse), inspectors (construction, building, safety, rent-and-housing, fire, A.B.C. Board, license, dairy, livestock, transportation), assessors, tax appraisers and investigators, coroners, farm managers, and kindred workers.
- **Professionals:** Occupations which require specialized and theoretical knowledge which is usually acquired through college training or through work experience and other training which provides comparable knowledge. Includes: personnel and labor relations workers, social workers, doctors, psychologists, registered nurses, economists, dietitians, lawyers, systems analysts, accountants, engineers, employment and vocational rehabilitation counselors, teachers or instructors, police and fire captains and lieutenants, librarians, management analysts, airplane pilots and navigators, surveyors and mapping scientists, and kindred workers.
- **Technicians:** Occupations which require a combination of basic scientific or technical knowledge and manual skill which can be obtained through specialized post-secondary school education or through equivalent on-the-job training. Includes: computer programmers, drafters, survey and mapping technicians, licensed practical nurses, photographers, radio operators, technical illustrators, highway technicians, technicians (medical, dental, electronic, physical sciences), police and fire sergeants, inspectors (production or processing inspectors, testers and weighers), and kindred workers.
- **Protective Services:** Occupations in which workers are entrusted with public safety, security and protection from destructive forces. Includes: police patrol officers, firefighters, guards, deputy sheriffs, bailiffs, correctional officers, detectives, marshals, harbor patrol officers, game and fish wardens, park rangers (except maintenance), and kindred workers.
- **Paraprofessionals:** Occupations in which workers perform some of the duties of a professional or technician in a supportive role, which usually require less formal training and/or experience normally required for professional or technical status. Such positions may fall within an identified pattern of staff development and promotion under the New Careers concept, including research assistants, medical aides, child support workers, policy auxiliary welfare service aides, recreation assistants, homemaker aides, home health aides, library assistants and clerks, ambulance drivers and attendants, and kindred workers.
- **Administrative Support:** Occupations in which workers are responsible for internal and external communication, recording and retrieval of data and/or information and other paperwork required in an office. Includes: bookkeepers, messengers, clerk-typists, stenographers, court transcribers, hearing reporters, statistical clerks, dispatchers, license distributors, payroll clerks, office machine and computer operators, telephone operators, legal assistants, sales workers, cashiers, toll collectors, and kindred workers.



- **Skilled Craft:** Occupations in which workers perform jobs which require special manual skill and a thorough and comprehensive knowledge of the process involved in the work which is acquired through on-the-job training and experience or through apprenticeship or other formal training programs. Includes: mechanics and repairers, electricians, heavy equipment operators, stationary engineers, skilled machining occupations, carpenters, compositors and typesetters, power plant operators, water and sewage treatment plant operators, and kindred workers.
- **Service/Maintenance:** Occupations in which workers perform duties which result in or contribute to the comfort, convenience, hygiene or safety of the general public or which contribute to the upkeep and care of buildings, facilities or grounds of public property. Workers in this group may operate machinery. Includes: chauffeurs, laundry and dry-cleaning operatives, truck drivers, bus drivers, garage laborers, custodial employees, gardeners and groundskeepers, refuse collectors, construction laborers, park rangers (maintenance), farm workers (except managers), craft apprentices/trainees/helpers, and kindred workers.