



U.S. Department of Justice

Office of Justice Programs

Office for Civil Rights

Washington, D.C. 20531

June 17, 2022

Natalya Pushkina
Grants Manager
Massachusetts Department of Correction
50 Maple Street
Milford, MA 01757

Re: Equal Employment Opportunity Plan (EEOP) Utilization Report for Massachusetts Department of Correction, 21-OCR-0568

Dear Ms. Pushkina,

The Office for Civil Rights, Office of Justice Programs, has reviewed and approved the Equal Employment Opportunity Plan (EEOP) Utilization Report that you submitted in accordance with the grant conditions set forth by either the Omnibus Crime Control and Safe Streets Act of 1968 (Safe Streets Act), Juvenile Justice and Delinquency Prevention Act of 1974, the Victims of Crime Act of 1984 or their implementing regulations. The approval of your EEOP Utilization Report is effective for one year from the date of this letter, and satisfies the EEOP reporting requirement for all open Department of Justice (DOJ) awards during the one-year period.

Your organization may, however, have additional civil rights compliance requirements if it receives funding from grant programs other than the ones listed above. For example, if your organization is a recipient of funding from the Office on Violence Against Women (OVW), your organization's non-discrimination policies and practices should also include prohibitions on discrimination on the bases of actual or perceived sexual orientation and gender identity.

If you have any questions regarding this matter, please contact the Office for Civil Rights at (202) 307-0690.

Sincerely,

X *Michael L. Alston*

Michael L. Alston

Director

Signed by: MICHAEL ALSTON

EEO Utilization Report

Organization Information

Name: Massachusetts Department Of Correction

City: Milford

State: MA

Zip: 01757

Type: State Correctional Department and/or Institution

Step 1: Introductory Information

Policy Statement:

MA DOC prohibits discrimination in employment on the basis of race, color, age, creed, religion, national origin, ethnicity, sex (including pregnancy), gender identity or expression, sexual orientation, genetic information, veteran or disability status. Under the legal authority of: Massachusetts General Laws Chapter 151B; Executive Order 526; Equal Pay Act of 1963; Title VI and Title VII of the Civil Rights Act of 1964; Age Discrimination in Employment Act of 1967; Equal Employment Opportunity Act of 1972; Civil Rights Act of 1991; Section 504 of the Rehabilitation Act of 1973; Vietnam-era Veterans Readjustment Act of 1974; Americans with Disabilities Act of 1990; Family and Medical Leave Act of 1993, American with Disabilities Amendments Act 2008, Genetic Information Nondiscrimination Act, 2008; Public Accommodations Act, 2016; Pregnant Workers Fairness Act, 2018; Massachusetts Equal Pay Act of 2018; Paid Family Medical Leave Act of 2018. We are committed, within the context of these laws, to ensure equitable participation of minorities, women, veterans and persons with disabilities in all of its daily operations. This policy applies to all employment practices and employment programs sponsored by this agency. MA DOC shall review, investigate and where necessary, initiate changes in its processes relative to facilities and programs accessible to the public, including the provision of reasonable accommodation for persons with disabilities. This policy applies to all employment practices and employment programs sponsored by this agency. This policy shall also apply to areas of recruitment, selection, promotions, terminations, transfers, layoffs, compensation, training, benefits, reasonable accommodation and other terms and conditions of employment.

MA DOC is subject to the Civil Service rules in the hiring process for up to 75-80% of workforce.

Evaluation of MADOC policies and programs was conducted and areas that require special attention were identified.

Step 4b: Narrative of Interpretation

The MADOC is committed to providing equal access and opportunity in all areas of human resources and human capital. The MADOC Diversity Officer reviewed the Utilization Analysis and noted the following:

1. White males were significantly under-represented in the job category of Administrative Support (-28%)
2. Hispanic or Latino males were significantly under-represented in the job category of Protective Sworn Officials (-2%) and Protective Sworn Officers (-4%)
3. Black or African American males were significantly under-represented in the job category of Protective Sworn Officials (-3%)
4. Asian males were significantly under-represented in the following job categories: Officials / Administrators (-2%) and Professionals (-4%)
5. White females were significantly under-represented in the following job categories: Professionals (-11%) and Protective Sworn Officers (-15%)
6. Hispanic or Latino females were significantly under-represented in the job category of Protective Sworn Officers (-5%)
7. Black or African American females were significantly under-represented in the job category of Protective Sworn Officers (-2%)
8. Asian females were significantly under-represented in the following job categories: Professionals (-3%) and Protective Sworn Officers (-2%)

Step 5: Objectives and Steps

1. Identify the barriers in recruitment that might deter minority males and females

- a. Minorities may be disproportionately uninterested in the employment opportunities. MADOC will continue to identify best practices utilized to diversify the workforce including exit interviews that would provide data for recruiting and retaining minority males and females.
- b. Minorities may be disproportionately unaware of the employment opportunities. The DOC will continue to target outreach efforts by maintaining partnerships with community organizations working in minority and disadvantaged communities in order to get their feedback for identifying challenges and opportunities for revising and improving outreach activities that best serves potential minority candidates.
- c. Minorities may be disproportionately unqualified for the employment opportunities. MADOC determine whether any step in the selection and hiring process may have a significant impact on screening out minorities and consider modifying the selection process if warranted.
- d. In the Protective Service: Sworn category, hiring is done via a Civil Service exam with a fee of \$150. MADOC will identify best practices utilized to diversify the workforce and determine if this fee might be waived during recruiting for minority males and females.
- e. Most of our facilities/offices are in outlying areas that are not readily accessible via public transportation. MADOC will determine whether this may have a significant impact on screening out minorities and consider modifying the selection process if warranted.
- f. Law enforcement in general is not held in a positive light. MADOC is working on providing the best information about the organization during the recruiting time to all minority groups.

2. Target members of protective groups in all recruitment

- a. The Commissioners Diversity Advisory Council (CDAC) will develop marketing strategies to include non-traditional minorities associations.
- b. CDAC will also develop an outreach calendar to promote the MADOC as an employer of choice.
- c. CDAC will review hiring activities and discuss strategies where needed.
- d. MADOC will offer guidance on how to take the Civil Service exam and explore opportunities to have the fee waived.
- e. MADOC will promote the positive aspects of law enforcement and the opportunities to become change agents

Step 6: Internal Dissemination

1. Post the 2020 updated EEOP Short Form on all bulletin boards where official notices are displayed.
2. Distribute a hard copy of the 2020 updated EEOP to all DOC employees in a supervisory position.
3. Send an email memorandum to all employees to let them know that a copy of the 2020 updated EEOP Short Form is available upon request.
4. Post a copy of the 2020 updated EEOP Short Form on the DOC Intranet page, an in-house electronic communication network.

Step 7: External Dissemination

1. MADOC will post a copy of the EEOP Short Form on the MADOCs website available to the public.
2. MADOC will post a copy of the EEOP Short Form on employee bulletin boards and the Intranet.
3. MADOC will send an email to employees with an electronic copy of the EEOP Short Form and let them know that a hard copy is available on request.
4. All job announcements for MADOC positions will include a link to the website where the EEOP Short Form will be posted.

Utilization Analysis Chart
Relevant Labor Market: Massachusetts

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Officials/Administrators																
Workforce #/%	97/48%	4/2%	8/4%	1/0%	0/0%	0/0%	0/0%	0/0%	86/42%	4/2%	4/2%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	241,015/51%	7,915/2%	7,340/2%	190/0%	11,660/2%	0/0%	1,175/0%	1,220/0%	171,985/37%	8,140/2%	7,735/2%	190/0%	9,040/2%	55/0%	1,655/0%	1,170/0%
Utilization #/%	-4%	0%	2%	0%	-2%	0%	-0%	-0%	6%	0%	0%	-0%	-2%	-0%	-0%	-0%
Professionals																
Workforce #/%	452/51%	20/2%	39/4%	0/0%	3/0%	0/0%	0/0%	1/0%	308/35%	19/2%	25/3%	5/1%	7/1%	0/0%	0/0%	0/0%
CLS #/%	290,475/37%	11,425/1%	13,705/2%	330/0%	36,855/5%	145/0%	2,215/0%	2,250/0%	360,035/46%	15,575/2%	16,365/2%	380/0%	28,185/4%	70/0%	3,235/0%	2,395/0%
Utilization #/%	14%	1%	3%	-0%	-4%	-0%	-0%	-0%	-11%	0%	1%	1%	-3%	-0%	-0%	-0%
Technicians																
Workforce #/%	2/40%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	3/60%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	33,550/33%	2,520/2%	2,235/2%	85/0%	3,960/4%	0/0%	429/0%	360/0%	46,810/46%	2,850/3%	4,105/4%	15/0%	3,270/3%	45/0%	275/0%	300/0%
Utilization #/%	7%	-2%	-2%	-0%	-4%	0%	-0%	-0%	14%	-3%	-4%	-0%	-3%	-0%	-0%	-0%
Protective Services: Sworn-Officials																
Workforce #/%	599/79%	23/3%	34/4%	0/0%	6/1%	0/0%	0/0%	0/0%	79/10%	5/1%	9/1%	0/0%	1/0%	0/0%	0/0%	0/0%
CLS #/%	42,485/72%	2,805/5%	4,265/7%	90/0%	730/1%	35/0%	275/0%	565/1%	6,285/11%	630/1%	990/2%	15/0%	130/0%	0/0%	65/0%	40/0%
Utilization #/%	8%	-2%	-3%	-0%	-0%	-0%	-0%	-1%	-0%	-0%	-0%	-0%	-0%	0%	-0%	-0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	1736/70%	158/6%	188/8%	5/0%	43/2%	1/0%	0/0%	4/0%	252/10%	42/2%	33/1%	0/0%	4/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	98,460/43%	24,405/11%	9,200/4%	270/0%	3,990/2%	25/0%	1,804/1%	2,615/1%	57,780/25%	16,510/7%	8,140/4%	245/0%	4,045/2%	40/0%	1,230/1%	2,455/1%
Utilization #/%	28%	-4%	4%	0%	0%	0%	-1%	-1%	-15%	-5%	-2%	-0%	-2%	-0%	-1%	-1%
Protective Services: Non-sworn																

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	2,490/32%	240/3%	120/2%	4/0%	50/1%	0/0%	54/1%	30/0%	3,575/47%	560/7%	335/4%	0/0%	70/1%	0/0%	105/1%	55/1%
Utilization #/%																
Administrative Support																
Workforce #/%	4/2%	1/1%	0/0%	0/0%	1/1%	0/0%	0/0%	0/0%	132/82%	9/6%	11/7%	0/0%	2/1%	0/0%	0/0%	0/0%
CLS #/%	252,980/30%	20,380/2%	16,730/2%	275/0%	11,850/1%	95/0%	1,925/0%	1,920/0%	437,560/53%	34,125/4%	27,530/3%	770/0%	17,215/2%	190/0%	3,725/0%	4,280/1%
Utilization #/%	-28%	-2%	-2%	-0%	-1%	-0%	-0%	-0%	30%	2%	4%	-0%	-1%	-0%	-0%	-1%
Skilled Craft																
Workforce #/%	46/84%	2/4%	4/7%	0/0%	1/2%	0/0%	0/0%	0/0%	2/4%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	195,560/81%	16,380/7%	6,675/3%	430/0%	4,315/2%	10/0%	1,510/1%	2,990/1%	9,660/4%	1,570/1%	760/0%	25/0%	1,560/1%	0/0%	160/0%	185/0%
Utilization #/%	3%	-3%	5%	-0%	0%	-0%	-1%	-1%	-0%	-1%	-0%	-0%	-1%	0%	-0%	-0%
Service/Maintenance																
Workforce #/%	20/74%	0/0%	4/15%	1/4%	0/0%	0/0%	0/0%	0/0%	2/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	284,345/38%	62,640/8%	31,615/4%	730/0%	18,535/2%	140/0%	3,475/0%	7,115/1%	234,045/31%	47,670/6%	33,945/5%	745/0%	18,230/2%	100/0%	3,495/0%	6,995/1%
Utilization #/%	36%	-8%	11%	4%	-2%	-0%	-0%	-1%	-24%	-6%	-5%	-0%	-2%	-0%	-0%	-1%

Significant Underutilization Chart

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

Law Enforcement Category Rank Chart

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Captain																
Workforce #/%	64/84%	1/1%	6/8%	0/0%	0/0%	0/0%	0/0%	0/0%	5/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Correctional Officer/Chef																
Workforce #/%	22/88%	2/8%	0/0%	0/4%	1/4%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Correctional Officer III																
Workforce #/%	152/81%	4/2%	8/4%	0/1%	1/1%	0/0%	0/0%	0/0%	19/10%	0/0%	3/2%	0/0%	0/0%	0/0%	0/0%	0/0%
Correctional Officer II																
Workforce #/%	361/77%	16/3%	20/4%	0/1%	4/1%	0/0%	0/0%	0/0%	55/12%	5/1%	6/1%	0/0%	1/0%	0/0%	0/0%	0/0%
Protective Services: Sworn-Patrol Officers																
Workforce #/%	1736/70%	158/6%	188/8%	5/2%	43/2%	1/0%	0/0%	4/0%	252/10%	42/2%	33/1%	0/0%	4/0%	0/0%	0/0%	0/0%

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

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

Certified As Final By: Natalya Pushkina

Grants Manager

03-18-2021

[signature]

[title]

[date]