

EEOP Utilization Report



Thu Dec 22 10:53:01 EST 2016

Step 1: Introductory Information

Grant Title:	VOCA Victim Compensation Formula	Grant Number:	F14VCGX0055
Grantee Name:	Massachusetts Attorney General's Office	Award Amount:	\$1,273,000.00
Grantee Type:	State Government Agency		
Address:	One Ashburton Place Boston, Massachusetts 02108		
Contact Person:	Ann Meola	Telephone #:	617-963-2930
Contact Address:	One Ashburton Place Boston, Massachusetts 02108		
DOJ Grant Manager:	Deserea Jackson	DOJ Telephone #:	202-307-6187

Grant Title:	VOCA Victim Compensation Formula	Grant Number:	F15VCGX0037
Grantee Name:	Massachusetts Attorney General's Office	Award Amount:	\$1,249,000.00
Grantee Type:	State Government Agency		
Address:	One Ashburton Place Boston, Massachusetts 02108		
Contact Person:	Ann Meola	Telephone #:	617-963-2930
Contact Address:	One Ashburton Place Boston, Massachusetts 02108		
DOJ Grant Manager:	Deserea Jackson	DOJ Telephone #:	202-307-6187

Grant Title:	VOCA Victim Compensation	Grant Number:	F16VCGX0020
Grantee Name:	Massachusetts Attorney General's Office	Award Amount:	\$1,431,000.00
Grantee Type:	State Government Agency		
Address:	One Ashburton Place Boston, Massachusetts 02108		
Contact Person:	Ann Meola	Telephone #:	617-963-2930
Contact Address:	One Ashburton Place		

Boston, Massachusetts
02108

DOJ Grant Manager: Deserea Jackson

DOJ Telephone #: 202-307-6187

Grant Title: MA Crime Victim Compensation
Grant for New England
Compounding Center Victims

Grant Number: 2016-VC-GX-0021

Grantee Name: Massachusetts Attorney General's
Office

Award Amount: \$40,000,000.00

Grantee Type: State Government Agency

Address: One Ashburton Place
Boston, Massachusetts
02108

Contact Person: Ann Meola

Telephone #: 617-963-2930

Contact Address: One Ashburton Place
Boston, Massachusetts
02108

DOJ Grant Manager: Deserea Jackson

DOJ Telephone #: 202-307-6187

Grant Title: MA Crime Victim Compensation
Antiterrorism Program for Bombing
Survivors

Grant Number: 2016-RF-GX-0002

Grantee Name: Massachusetts Attorney General's
Office

Award Amount: \$500,000.00

Grantee Type: State Government Agency

Address: One Ashburton Place
Boston, Massachusetts
02108

Contact Person: Ann Meola

Telephone #: 617-963-2930

Contact Address: One Ashburton Place
Boston, Massachusetts
02108

DOJ Grant Manager: Eugenia Pedley

DOJ Telephone #: 202-616-5121

Grant Title: COPS Anti-Heroin Task Force
Program

Grant Number: 2016-HP-WX-0017

Grantee Name: Massachusetts Attorney General's
Office

Award Amount: \$1,023,299.00

Grantee Type: State Government Agency
Address: One Ashburton Place
Boston, Massachusetts
02108
Contact Person: Catherine Madden **Telephone #:** 617-963-2140
Contact Address: One Ashburton Place
Boston, Massachusetts
02108
DOJ Grant Manager: Wayne Abramovich **DOJ Telephone #:** 202-616-5085

Policy Statement:

It is the responsibility of the Attorney General's Office to ensure that its work environment promotes equal employment opportunity for all employees regardless of gender, race, color, religious creed, national origin, ancestry, age, disability, sexual orientation, gender identity or expression, military service, veteran status, genetic information, or any characteristic protected under state or federal law not specifically listed. The Attorney General's Office is committed to maintaining a work environment that is free of illegal discriminatory behavior, including without limitation, harassment because of or about an individuals protected characteristics (discriminatory harassment). Each employee has the right to work in a professional atmosphere free from discrimination and discriminatory harassment.

Step 4b: Narrative Underutilization Analysis

Please see the attached hard copy document.

Step 5 & 6: Objectives and Steps

1. To continue our efforts to recruit, hire, and retain women and diverse employees at all levels.

- a. The AGO will continue to foster strong working relationships with women and affinity bar associations in order to recruit candidates.
- b. The AGO will continue to support local diversity initiatives by such organizations as affinity student associations at law schools, women and affinity bar associations, and the Boston Lawyers Group which works to advance diversity in Boston's legal community, and to attend informational and career development events geared to diversity candidates.
- c. The AGO will continue to perform outreach to law schools and to take advantage of opportunities to attend and support informational and career development events.
- d. The AGO will continue to identify professional and educational opportunities to enhance the professional development of its women and diverse employees.
- e. The AGO will continue to look for opportunities to support women and diverse employees interested in advancing to leadership positions, such as working with the Boston Bar Association to identify future leaders for its leadership programs and identifying and supporting employees of color to participate in management trainings.
- f. In conjunction with the AGO Diversity and Inclusion Committee and the AG Institute, the AGO will continue to offer educational trainings and presentations raising awareness around diversity issues.
- g. The AGO will continue its commitment to maintaining a work environment free of illegal discriminatory behavior including discriminatory harassment and will take appropriate steps to prevent and eliminate such behavior.

Step 7a: Internal Dissemination

Please see the attached hard copy document.

Step 7b: External Dissemination

Please see the attached hard copy document.

Massachusetts Attorney General's Office
Step 4b: Narrative Underutilization Analysis

The AGO has employees in three of the designated categories: (1) Officials/Administrators; (2) Professionals; and (3) Administrative Support

The Attorney General's Office (AGO) notes that in most job categories, its workforce numbers are similar to those of the Community Labor Statistics for MA ("CLS"). The only significant underutilization is in the category of white male administrative support. This result reflects the AGO's continued commitment to hire and retain a more diverse workforce.

Within the first job category of Officials/Administrators, the AGO workforce numbers indicate improvements in the male Asian, Hispanic or Latino, and Two or More Races categories and in the female Asian and Black or African American categories.

Within the second job category of Professionals, the AGO workforce numbers indicate improvements in the male Asian, Black or African American, and Hispanic or Latino categories and in the female Black or African American category.

Within the third job category of Administrative Support, the most statistically significant underutilization is the category of White males (-12%). Improvements were made in the female Two or More Races category.

The Healey administration has fostered and promoted a welcoming and inclusive work environment and has implemented initiatives at the AGO in its effort to increase the diversity of its workforce. As part of those efforts, the AGO supports, facilitates, and assists the AGO Diversity and Inclusion Committee which remains an active and vibrant part of the AGO. Additionally, the AGO has hired a Chief of Organization Development and Diversity to oversee the Office's diversity efforts and work in the areas of recruitment, mentorship, professional development, and retention.

The AGO has placed a significant priority on training as a tool to promote a welcoming and inclusive work environment and to raise awareness around potential barriers to diversity hiring. All employees attended a mandatory training in unconscious bias. Additional training for managers included a segment focusing on diversity in the workplace.

The AGO is piloting new ideas in our recruitment and hiring efforts to ensure that diversity candidates are being fairly considered. Such efforts include a structured panel interview process and an effort to engage diversity employees in the recruiting and hiring processes.

Massachusetts Attorney General's Office
Steps 7a and 7b: Internal and External Dissemination

Step 7a: Internal Dissemination

- Post a copy of the EEOP Utilization Report on the AGO's intranet site, an internal electronic communication network for all employees.
- Notify all employees via office-wide communication that the EEOP Utilization Report is available on the AGO's intranet site and providing a link to the Utilization Report.
- Notify all employees via office-wide communication that a copy of the EEOP Utilization Report is also available from the Human Resources Division upon request.
- Distribute the EEOP Utilization Report to all employees in a supervisory position.
- Notify all employees of the AGO's ongoing commitment to providing equal employment opportunities by including the office Equal Employment Opportunity Policy within the Employee Manual.
- Notify all employees of the AGO's intent to actively seek to increase the diversity of its workforce by including the office Diversity Statement within the Employee Manual.

Step 7b: External Dissemination

- Post the AGO Equal Employment Opportunity statement on the AGO's external website and provide notice that the AGO has an approved EEOP Utilization Report on file.
- Post a copy of the EEOP Utilization Report on the AGO's external website for public review.
- Include language on all job postings and advertisements of the AGO's ongoing commitment to providing equal employment opportunities.
- Include language on all job postings and advertisements of the AGO's intent to hire employees who reflect the diversity of the communities we serve.
- The AGO will make every effort to notify vendors and contractors through a provision in our RFPs that the AGO has an approved EEOP Utilization Report and that it is available for review.

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 #/%	33/46%	1/1%	0/0%	0/0%	1/1%	0/0%	1/1%	0/0%	29/41%	1/1%	1/1%	0/0%	3/4%	0/0%	1/1%	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 #/%	-5%	-0%	-2%	-0%	-1%	0%	1%	-0%	4%	-0%	-0%	-0%	2%	-0%	1%	-0%
Professionals																
Workforce #/%	127/35%	9/2%	10/3%	0/0%	10/3%	0/0%	4/1%	0/0%	175/48%	4/1%	11/3%	0/0%	11/3%	0/0%	5/1%	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 #/%	-2%	1%	1%	-0%	-2%	-0%	1%	-0%	2%	-1%	1%	-0%	-1%	-0%	1%	-0%
Technicians																
Workforce #/%	0/	0/	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 #/%																
Protective Services: Sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	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 #/%																
Protective Services: Non-sworn																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
Civilian Labor Force #/%	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 #/%	19/19%	1/1%	1/1%	0/0%	2/2%	0/0%	2/2%	0/0%	60/59%	2/2%	8/8%	2/2%	2/2%	0/0%	3/3%	0/0%

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
CLS #/%	252,980/3 0%	20,380/2 %	16,730/2 %	275/0%	11,850/1 %	95/0%	1,925/0%	1,920/0%	437,560/5 3%	34,125/4 %	27,530/3 %	770/0%	17,215/2 %	190/0%	3,725/0%	4,280/1%
Utilization #/%	-12%	-1%	-1%	-0%	1%	-0%	2%	-0%	6%	-2%	5%	2%	-0%	-0%	2%	-1%
Skilled Craft																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	195,560/8 1%	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 #/%																
Service/Maintenance																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	284,345/3 8%	62,640/8 %	31,615/4 %	730/0%	18,535/2 %	140/0%	3,475/0%	7,115/1%	234,045/3 1%	47,670/6 %	33,945/5 %	745/0%	18,230/2 %	100/0%	3,495/0%	6,995/1%
Utilization #/%																

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
Administrative Support	✓															

