



2024 EQUAL EMPLOYMENT OPPORTUNITY (EEO) PLAN



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

www.ncdhhs.gov

NCDHHS is an equal opportunity employer and provider.

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Overview of the Department

The North Carolina Department of Health and Human Services (NCDHHS) manages the delivery of health- and human-related services for all North Carolinians, especially our most vulnerable citizens – children, elderly, disabled, and low-income families. The department works closely with health care professionals, community leaders and advocacy groups; local, state, and federal entities; and many other stakeholders to make this happen.

The department is divided into 33 divisions and offices. NCDHHS divisions and offices fall under six broad service areas - Health, Opportunity and Well-being, Medicaid, Operational Excellence, External Affairs, and Health Equity.

NCDHHS also oversees 14 facilities: developmental centers, neuro-medical treatment centers, psychiatric hospitals, alcohol, and drug abuse treatment centers, and two residential programs for children.

Learn more about the department in the [DHHS Strategic Plan 2024-2026 | NCDHHS](#)

MISSION

In collaboration with our partners, NCDHHS provides essential services to improve the health, safety, and well-being of all North Carolinians.

VISION

Advancing innovative solutions that foster independence, improve health, and promote well-being for all North Carolinians.

VALUES

| | |
|--------------------------------|---|
| Belonging | Intentionally promotes an inclusive, equitable workplace that reflects the communities we serve, where everyone feels a sense of belonging, and our diverse backgrounds and experiences are valued and recognized as strengths. |
| People-Focused | Focus on the people we serve, deliver value, and make a positive impact on their lives and communities. |
| Teamwork | We are all one department, one team, working toward one goal: to improve the health, safety, and well-being of all North Carolinians. |
| Proactive Communication | Maintain an open and trusting environment for collaboration and continuous improvement with our team, stakeholders, and the people we serve. |
| Transparency | Share expertise, information, and honest feedback within the department and with stakeholders and the community. Ask for help when needed. |
| Stewardship | Be good stewards of resources and time to create a positive impact for those we serve. |
| Joy | Have joy and balance at work so we all bring our A game when serving the people of North Carolina. |

Equal Employment Opportunity Certification Statement

This certifies that the attached Equal Employment Opportunity represents the North Carolina Department of Health and Human Services' commitment to provide equal employment opportunities to all applicants and employees. I attest that the NC Department of Health and Human Services follows the North Carolina Equal Employment Opportunity Policy, along with all applicable federal and state laws, including current executive orders governing equal employment opportunities.

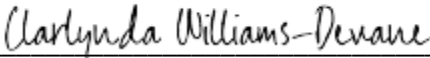
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Kody H. Kinsley Date

Secretary


North Carolina Department of Health and Human Services

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_____ 06/20/24 | 7:24 AM PDT

Dr. ClarLynda Williams-Devane Date

Deputy Secretary, Operational Excellence

North Carolina Department of Health and Human Services

DocuSigned by:

_____ 06/19/24 | 2:01 PM EDT

Darnell Thoms Date

EEO Director

North Carolina Department of Health and Human Services

Policy Statement

The State of North Carolina provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination, harassment, or retaliation based on race, religion, color, national origin, ethnicity, sex, pregnancy, gender identity or expression, sexual orientation, age (40 or older), political affiliation, National Guard or veteran status, genetic information, or disability. The State also recognizes that an effective and efficient government requires the talents, skills, and abilities of all qualified and available individuals, and seeks opportunities to promote diversity and inclusion at all occupational levels of the State government's workforce through equal employment opportunity (EEO) workforce planning initiatives.

The State is committed to ensuring the administration and implementation of all human resources policies, practices, and programs are fair and equitable without unlawful discrimination, harassment, or retaliation on the basis of (protected class) race, religion, color, national origin, ethnicity, sex, pregnancy, gender identity or expression, sexual orientation, age (40 or older), political affiliation, National Guard or veteran status, genetic information, or disability. State agencies, departments, and universities shall be accountable for administering all aspects of employment, including hiring, dismissal, compensation, job assignment, classification, promotion, reduction-in-force, training, benefits, and any other terms and conditions of employment in accordance with federal and State EEO laws.

Employees shall not engage in harassing conduct, and if harassing conduct does occur, it should be reported. Managers and supervisors maintain a critical role and responsibility in preventing and eliminating harassing conduct in our workplace. See the [Unlawful Workplace Harassment policy](#) of the State Human Resources Manual for provisions related to unlawful harassment, including sexual harassment.

The purpose of NCDHHS' Equal Employment Opportunity Plan is to:

- Reaffirm the department's commitment to equal employment opportunity and diversity and inclusion in its employment practices, program operations, and service delivery systems.
- Outline goals and action steps to:
 - Attract and retain a diverse workforce that is reflective of the community;
 - Increase inclusion among employees of differing identities and backgrounds to promote a welcoming and productive workforce that responds to the needs of a diverse community;
 - Promote a work environment that is free from all forms of discrimination and harassment, including unfair treatment based on sex, pregnancy, childbirth or related medical conditions, race, veteran status, religion, color, national origin or ancestry, physical or mental disability, medical condition, marital status, age, gender (including gender identity and gender expression), sexual orientation, use of family medical leave, genetic testing, or any other basis protected by federal or state law;
 - Provide opportunities for career development and advancement for all employees, and identify barriers and challenges to diversity and inclusion and remove them or develop solutions, and;
 - Increase the pool of qualified, diverse applicants, particularly for job categories or areas that are underrepresented.

Department Achievements and Best Practices

Completed EEO Optimization Project

The NC Department of Health and Human Services (NCDHHS) maintains diversity as a top organizational priority. In 2023, NCDHHS launched a 12-week project, to document the current EEO complaint process, capture and prioritize pain points, generate enhancement opportunities, and define new ways of working to deliver an efficient and effective experience for NCDHHS employees by:

- Establishing a common, consistent approach to processing employee grievances and complaints to improve the employee experience.
- Align with NCDHHS's goal of a Strong and Inclusive Workforce to ensure all employees are heard and respected.
- Adopt leading practices to optimize the process and drive efficiencies that follow applicable federal and state requirements.
- Identify enabling technology to manage the process and reduce manual data collection and analysis efforts.

Project Outcomes: The Project Team developed a prioritized list of actions, including an implementation roadmap based on the estimated value and level of difficulty to enhance the EEO Complaint process over time. The team focused on identifying quick wins that can be implemented in three to four months, as well as future opportunities that are high value.

Quick Wins

- Customize EEO training to meet the needs of the employees and management.
- Upskill ER & EEO personnel on Employee Relations, updated processes and tools, and customer service.
- Create a Buddy System for EEO personnel to provide support for newer team members.
- Offer a Leadership and Managerial skills-based course to help managers lead their teams and thereby de-escalate issues.

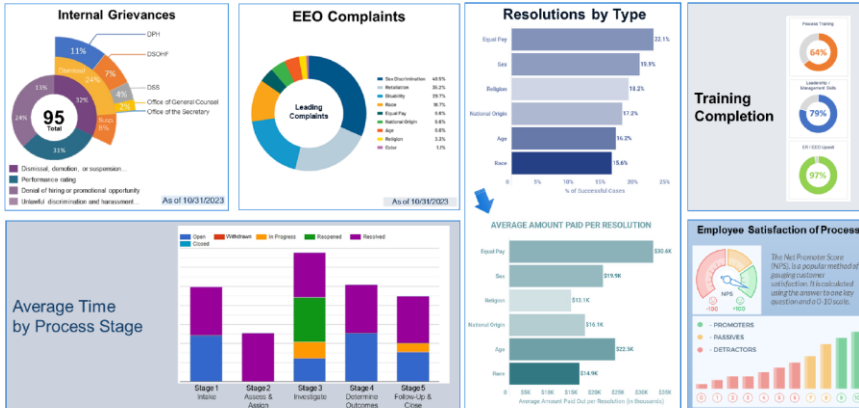
Long Term

- Conduct Workforce Planning focused on EEO to understand the demand vs supply and identify if teams need to grow.
- Implement DEI and culture-related strategies to increase employee morale, including pay and additional personnel to understaffed units.
- Work with the Learning & Development team to create an ER & EEO learning path and a badging system for positive reinforcement.
- Develop internal grievance and EEO complaint dashboard (example below).

Internal Grievance & EEO Complaint Dashboard

Illustrative

The sample Internal Grievance & EEO Complaint Dashboard below displays selected metrics from the recommended list to be tracked and monitored by ER / EEO Teams, Division and Facility Directors, and Deputy Secretaries.



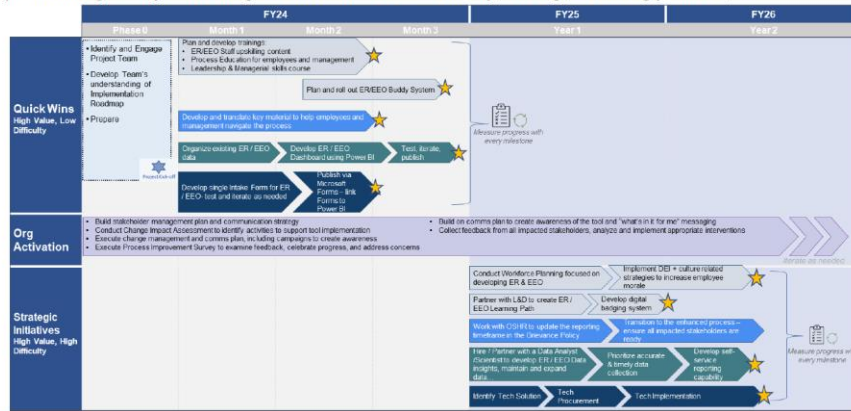
NCDHHS, OpEx | Employee Relations & EEO Process Optimization

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Implementation Roadmap

Proposed

The roadmap depicts the recommendations based on level of priority to achieve the desired ER / EEO process; the proposed timing is subject to change based on resource availability, funding, conflicting priorities, etc.



OSHR Best Practice Selection

Upon review of our 2023 EEO Plan, OSHR's Diversity and Inclusion Consultant identified our practices as best practices that can possibly be used for other departments. The EEO Director discussed the best practices at the Office of State and Human Resources Networking meeting.

EEO Diversity Feature

The Office of State and Human Resources will feature an agency team that celebrates diversity throughout the year. For September 2023 DHHS EEO office and DEI office were selected.

The Department of Health and Human Services

The Department of Health and Human Services (DHHS) intentionally promotes an inclusive, equitable workplace that reflects the communities we serve, where everyone feels a sense of belonging, and our diverse backgrounds and experiences are valued and recognized as strengths.



We also explore data surrounding hiring, separations, and disciplinary actions. We intentionally disaggregate existing data and utilize EEO data to explore trends and other factors impacting hiring among various demographics in our workforce. Our steadfast efforts ensure we have the most diverse staff.

Assignment of Responsibility and Accountability

Secretary, Department of Health and Human Services

The Secretary of NCDHHS is responsible for providing executive leadership and oversight to ensure that the department adheres to the policies and programs that have been adopted by the State Human Resources Commission and approved by the governor and acts as necessary to achieve and implement the plan's goals and objectives.

The Secretary actively supports equal employment opportunity and diversity through:

- Recognizing and supporting the mission and goals of diversity and inclusion initiatives, efforts, and programs;
- Ensuring that all employment practices within the department are implemented in a manner which is equal for all applicants and employees and consistent with State Human Resources policy, as promulgated by the State Human Resources Commission and with NCGS §126-19;
- Providing support and resources to the department's senior leadership team to support the EEO plan and goals;
- Encouraging and communicating NCDHHS equal employment opportunity initiatives and information to employees and the public; and,
- Requiring the review of equal employment opportunity practices and procedures.
- Adhere to the policies and programs that have been adopted by the State Human Resources Commission and approved by the Governor.
- Designate a management-level official responsible for overseeing the EEO Program.
- Ensure each manager and supervisor has, as a part of his or her performance plan, the responsibility to comply with EEO Laws and Policies and assist in achieving EEO goals established by the Agency, Department, or University.
- Speak to equity in the workplace by Communicating the Agency or University's commitment to EEO to all employees, applicants, and the public.
- Provide necessary resources to ensure the successful implementation of the EEO Program and support agency goals and objectives.
- Ensure the development and implementation of HR policies, procedures, and programs necessary to achieve a diverse workforce in each occupational category; and
- Take measures to ensure the work environment is consistent with the intent of this policy and supports equal opportunity.
- Ensures the EEO Policy and programs specific to their organization are fully developed and successfully implemented.
- Responsible for ensuring that all employment practices and all aspects of the employment function within their organization are implemented in a manner that is equal for all applicants and employees.
- Attends diversity & inclusion events.

Human Resources Director, Department of Health and Human Services

The Human Resources (HR) Director is responsible for the general administration of the plan and will review all personnel policies, employment practices, and procedures. The HR Director also makes recommendations on steps to ensure equal employment opportunity.

Division/Facility/Office Directors, Managers, and Supervisors

Division/facility/office directors, managers, and supervisors will adhere to the department's Equal Employment Opportunity Plan and are responsible for achieving progress toward the goals and objectives of the plan in the areas under their direct supervision. Specifically, division directors/facility/office directors, managers, and supervisors will:

- Participate with the Equal Employment Opportunity/Diversity and Inclusion team in identifying challenges and obstacles and working with managers and staff to address problem areas, and;
- Ensure that all employment decisions, including interviews, offers of employment and compensation commitments, assignments, training, development of job-related knowledge and skills, evaluation, and employee relations, are consistent with the department's personnel practices and equal employment opportunity principles.

EEO Officer

- Interpret and apply Federal laws, state statutes, and policies related to equal employment opportunity.
- Ensure the EEO Plan is submitted by March 1 annually in accordance with the EEO Instruction and Format Guide as specified by the Office of State Human Resources.
- Ensure hiring recommendations are reviewed for compliance with EEO Program objectives prior to the final Agency/University hiring decision.
- Ensure all employees are made aware of the EEO Policy including the Annual EEO Plan, EEO Policy, Reasonable Accommodation Policy, and Unlawful Workplace Harassment Policy and develop strategies to prevent unlawful workplace harassment and retaliation in the workplace.
- Maintain and analyze data on workforce utilization and employment practices, including records of all complaints and grievances alleging discriminatory practices.
- Advise management of the EEO Program's impact and effectiveness.
- Provide or coordinate EEO training for management and employees.
- Provide confidential consultation for management and employees in matters involving EEO concerns.
- Ensure federal laws prohibiting job discrimination are posted in work locations where notices to applicants and employees are customarily posted and easily accessible to applicants and employees with disabilities.
- Establish and maintain effective working relations with groups concerned with EEO and Diversity & Inclusion.
- Coordinate programs to achieve program objectives.

- Present information on the EEO Plan and program to management and employees on a regular basis; and
- Ensure all newly hired, promoted, or appointed supervisors and managers complete the required EODF training in accordance with N.C.G.S. 126-16.1.

NCDHHS EEO

NCDHHS emphatically states that it will provide equal employment opportunities for all persons regardless of race, color, national origin, religion, sex, age, disability, genetic information, or political affiliation, except where religion, sex, or age are bona fide job-related employment requirements. This is in keeping with Title VII of the Civil Rights Act of 1964, as amended; Federal Executive Order 11246; the Rehabilitation Act of 1973; the Civil Rights Restoration Act of 1988; the Americans with Disabilities Act of 1990; NCGS §126-16 and 126-17; and other applicable Federal and State laws.

In furtherance of this policy, the NCDHHS will assure that all employment practices of the agency will be administered without regard to race, religion, color, national origin, ethnicity, sex, pregnancy, gender identity or expression, sexual orientation, age (40 or older), political affiliation, National Guard or veteran status, genetic information, or disability (protected class), and that these practices shall include, but are not limited to:

- Recruitment, including advertising, or soliciting for employment;
- Selection, hiring, and placement;
- Treatment during employment including compensation, promotion, and reallocation;
- Evaluate work performance;
- Administer all personnel actions including compensation, benefits, tuition assistance, training, transfer, reduction-in-force, termination, and promotion without regard to protected class.
- Prohibit retaliatory action of any kind taken by any employee of the Department of Health and Human Services against any other employee or applicant for employment because that person made a charge, testified, assisted, or participated in any manner in a hearing, proceeding or investigation of employment discrimination; and
- Assure the Department of Health and Human Services provides reasonable accommodation for applicants and/or employees with a disability when doing so will enable them to successfully perform essential job functions or benefit from training.
- Discourage and prevent harassment based on protected class.
- Ensure greater utilization of all persons by identifying the underutilized groups in the workforce and making special efforts to increase their participation in recruitment, selection, training and development, upward mobility programs, and any other term, condition, or privilege of employment.

NCDHHS encourages open and effective communication between an employee and supervisor. All employees are encouraged to resolve problems through informal discussions with appropriate staff members or management.

NCDHHS EEO Committee

In efforts to comply with the recommendations of OSHR, NCDHHS will seek to form an official EEO Committee which will be responsible for what's listed 1-8 below.

NC DHHS will continue to acknowledge the **EEO Director** as being ultimately responsible for the development and implementation of the EEO Plan and Program. DHHS will function with the understanding that the EEO Director should report directly to the Agency Head. If not, the EEO Director should have direct access to the Agency Head regarding EEO-related matters.

1. Serve as a communication link between managers and employees and the EEO staff on aspects of the EEO Plan and Program.
2. Review and evaluate the equal employment opportunity plan and program.
3. Review workforce representation data in each occupational category.
4. Survey the organizational climate and employee attitudes and evaluate the resultant data.
5. Meet with the Agency Head or University Chancellor in conjunction with the EEO Officer to discuss EEO Programs, report on the employees' concerns, and recommend changes or additions to the EEO Policy, Plan, or Program.
6. Identify recruitment resources and other activities designed to strengthen the EEO Program; and
7. The best practice is that the EEO Committee meets quarterly, but the group must remain engaged and active if meetings are less frequent.
8. Once appointed, all members should attend the EEO training, if they have not already completed the course.

EEO Committee

| Name | Position or Title | Gender | Ethnicity |
|------------------|--------------------------|---------------|------------------|
| Darnell Thoms | EEO Director | M | Black |
| Linda Washington | HR Consultant III | F | Black |
| Bryle Hatch | DEI Director | M | Black |
| Paul Hogle | Assistant GC | M | White |
| Angela Bryant | Assistant Secretary | F | Black |
| Ladonna Huffaker | DEI Manager | F | White |

Office of People, Culture, And Belonging

The Office of Diversity, Equity, and Inclusion is now the Office of People, Culture, and Belonging. The new name reflects our broadened scope of work surrounding culture and individual identity, also seen in state and national trends. Some benefits of our new name include:

- Represents our enhanced efforts surrounding employee belonging, and how a heightened sense of belonging impacts the department's initiative in creating and sustaining a strong and inclusive workforce.
- The words and concepts surrounding people, culture, and belonging allow for a greater understanding and flexibility in viewing the work of the office. As we continue to support NCDHHS's diverse workforce, we want to ensure that our office and working titles are reflective of the needs of NCDHHS employees and allow us to produce quality outcomes for their experience.
- Our new name/title creates additional space to highlight more facets of equity, including accessibility, employee engagement, and experience.

NCDHHS Diversity, Equity, and Inclusion Council Network

NCDHHS has a dynamic DEI Council Network that consists of 30 individual councils across the various divisions and offices of the department. DEI Councils serve as a bridge between leaders and staff, addressing matters of belonging, equity and accessibility within the work environment.

Communication and Dissemination of the EEO Plan

Internal Dissemination

All NCDHHS employees will have access to the NCDHHS EEO Plan. EEO information will be disseminated in the following ways:

- During new employee orientation, each employee will be made aware of the EEO program and how to view the EEO plan;
- Human Resources staff will inform all employees of the EEO Informal Inquiry Complaint procedure and answer any questions related to this process;
- Information regarding EEO laws will be posted in conspicuous areas throughout the department by Human Resources staff and is also available electronically on the EEO Office [webpage](#); and
- EEO training (Equal Employment Opportunity and Diversity Fundamentals) will be provided regularly to managers and supervisors.

External Dissemination

The public will be informed of the department's position on equal employment opportunities as follows:

- The department will post the EEO Plan on its website.
- NCDHHS stationary and all job advertisements will include the statement, "An Equal Opportunity Employer."

EQUAL EMPLOYMENT OPPORTUNITY AND DIVERSITY FUNDAMENTALS (EEODF)

It is the policy of the NCDHHS that all human resource development and training programs and opportunities should be provided to employees on a non-discriminatory basis. All NCDHHS employees are encouraged to use the Learning Management System (LMS) to request training. EEO and Diversity training is also available through the state Employee Assistance Program.

NCDHHS complies with NCGS 126-16.1, which requires the department to enroll each newly appointed supervisor or manager within one (1) year of their initial appointment in the Equal Employment Opportunity – Diversity Fundamentals (EEODF) training. In 2005, the Office of State Human Resources and the Department of Health and Human Services entered into a contract allowing DHHS-EEODF Instructors to provide training for its employees. It has been renewed each year since 2005.

| 2023 EEODF | Total | Percent Complete |
|---------------------------|-------|------------------|
| Completed | 1,007 | 75.8% |
| Not Complete/ Pass Due | 212 | |
| In Progress | 0 | |

In addition to EEODF training, NCDHHS’ Diversity and Inclusion Office developed and implemented the following diversity and inclusion trainings:

- Blind Spots Training
- Diversity, Equity, and Inclusion Foundational Concepts
- Microaggressions in the Workplace: How it shows up and how to combat it
- Holding Race and Racism Conversations in the Workplace
- Understanding Pronouns in the Workplace and Beyond
- Inclusive Leadership Skills
- Best Practices for Organizing a Division-Level Diversity and Inclusion Council

Action Steps:

- Survey supervisors and staff to determine training needs and develop a targeted training plan that promotes NCDHHS values and supports the achievement of its strategic and EEO plan goals.
- Implement online and in-person diversity and inclusion training for employees to ensure a consistent understanding of NCDHHS’s commitment to diversity and inclusion.
- Assign all training through management by way of LMS. Other EEODF training will be coordinated through HR or the EEO Office.

Workforce Analysis

This section presents data on the race and gender of the department's workforce by occupational category. This section also identifies over- and under-represented groups by comparing the department's total number of employees by race, gender, and disability or veteran status to North Carolina's population. These data allow NCDHHS to assess how its workforce reflects the people it serves.

Further, the Office of State Human Resources Form B0170, attached to this report, compares the percentage of NCDHHS employees by occupational code, race, and gender to the Labor Force Standard and identifies expected participation, which is calculated as follows:

- % Expected represents the percentage from North Carolina census data of all individuals employed or seeking employment within Standard Occupational Class (SOC) per ethnicity and gender.
- # Expected is calculated by multiplying the % Expected with the Agency Total # Employed within SOC per ethnicity and gender.
- % Difference is calculated by subtracting the % Expected from the Agency % Employed.
- # Difference is calculated by subtracting the # Expected from the Agency # Employed.

NCDHHS took the added step of comparing its employee demographics to the North Carolina population in addition to comparing to the Labor Force Standard to more fully assess the extent to which the department reflects the population it serves.

NCDHHS set workforce diversity goals by disparities listed as 2% or greater in the representation of group or ethnicity.

2023 Work Force Representation and Utilization

Summary:

- As of December 31, 2023, NCDHHS had 13,199 permanent employees.
- The majority of NCDHHS employees fall into the professional or service occupational categories, making up 71% of the workforce.
- NCDHHS's white workforce comprises 51.2%, down .5% from last year (51.7%) of the total workforce. The non-white workforce comprises 48.8%, with the Black workforce at 41.9% (.1% down from the previous year (42%) and Black employees having the highest representation among non-white staff members.
- NCDHHS' employee representation by gender exceeds the North Carolina population for both White and Black females.
- NCDHHS' employee representation of Black males exceeds the North Carolina population for Black males.
- NCDHHS' employee representation of Asian females exceeds the North Carolina population for Asian females.
- NCDHHS' employees are below representation by gender for all other groups, with the most significant under-representation among White males, followed by Hispanic males and females.

Standard Occupational Classifications (SOC)

For the purposes of this EEO Plan, the following Standard Occupational Classifications (SOC) categories were used:

- **Officials and 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.
- **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.
- **Management Related** - Occupations which support the internal operations of an agency, department or facility.
- **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.
- **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.

- **Service and Maintenance** - Occupations in which workers perform duties which result in or contribute to the comfort, convenience, hygiene or safety of the public or which contribute to the upkeep and care of buildings, facilities or grounds of public property.
- **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 other formal training programs.

Table 1: Occupational Categories of NCDHHS Employees

| Category | Number of Employees | Types of Positions |
|-------------------------------|---------------------|--|
| Officials and Administrators | 487 | chiefs, deputies, directors, assistant directors |
| Management Related | 1,090 | human resources, accounting, purchasing |
| Professionals | 5,515 | information technology, legal, science, social services, education, healthcare |
| Technicians and Technologists | 260 | laboratory technician, dental hygienist |
| Administrative Support | 1,488 | stock clerk, processing assistant, administrative assistant |
| Protective Services | 42 | public safety officer, public safety supervisor |
| Service | 3,867 | health care technician, housekeeper, food service |
| Skilled Craft | 450 | maintenance mechanic, painter, HVAC mechanic, vehicle operator |

Race and Ethnicity

For the purposes of the workforce availability analysis, the following race/ethnicity categories will be used:

- **White** (Non-Hispanic or Latino) – All persons having origins in any of the original peoples of Europe, North Africa or the Middle East.
- **Black or African American** (Non-Hispanic or Latino) – A person having origins in any of the Black racial groups of Africa.
- **Hispanic or Latino** – A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.
- **Asian** (Non-Hispanic or Latino) – A person having origins in any of the original peoples 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.
- **American Indian or Alaska Native** (Non-Hispanic or Latino) – A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
- **Native Hawaiian or Other Pacific Islander** – A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

Table 2: Comparison of Ethnicity, Gender, and Disability and Veteran Status of NCDHHS Employees

| Category | Number | Percentage | NC Population (2020 Census) |
|---|---------------|------------|-----------------------------|
| White Male | 1,920 | 14.5% | 33.6% |
| White Female | 4,845 | 36.7% | 30.8% |
| Black Male | 1,402 | 10.6% | 9.6% |
| Black Female | 4,130 | 31.2% | 11.4% |
| Hispanic Male | 93 | 0.7% | 5.5% |
| Hispanic Female | 213 | 1.6% | 3.4% |
| Asian Male | 116 | 0.9% | 1.7% |
| Asian Female | 221 | 1.7% | 1.4% |
| American Indian Male | 18 | 0.1% | 0.5% |
| American Indian Female | 56 | 0.4% | 0.5% |
| Native Hawaiian / Pacific Islander Male | 3 | 0.02% | 0.03% |
| Native Hawaiian / Pacific Islander Female | 7 | 0.1% | 0.0% |
| 2 or more races Male | 28 | 0.2% | 0.8% |
| 2 or more races Female | 77 | 0.6% | 0.8% |
| Ethnicity Unknown (male and female) | 70 | 0.5% | |
| Total | 13,199 | | |
| | | | |
| Veteran | 340 | 2.6% | |
| Disability | 684 | 5.2% | 9.3% |

2023 Work Force Representation of Veterans

Consistent with federal standards, the 2024 EEO Plans for each Agency will be expected to contain an overall employment objective of 5.5% for veterans. North Carolina State government will continue to support veterans by ensuring that these valuable individuals are fairly represented in its workforce.

Veterans make up 2.6% of the NCDHHS workforce, 2.9 % under the federal standard and state objective of 5.5%.

Action Steps:

- Conduct recruitment and outreach efforts to expand the pool of qualified, diverse applicants.
- Increase recruitment efforts to attract a broad and diverse candidate pool for positions in all categories by continuing to build relationships with professional organizations representing diverse underrepresented potential candidates for employment.
- When possible, participate in career fairs and advertise in publications targeting veterans.
- Review HR files for errors in reporting.
- Encourage staff for greater self-identification by veterans to obtain a more accurate workforce representation.

Meaning and Limitation of Data Presented

In reviewing the above data in this report and attachment Form B0170, it is important to understand the meaning and limitations of the data presented. The report compares the percentages of people working in various job categories in NCDHHS at a particular point in time with percentages of people reported in various census statistics that reflect the statewide population. They do not include comparisons to percentages of people for whom applications have been received by the department, nor to the subset of these applications that qualify for hire by the department. Further, by using a combination of labor force and working population data, limitations in the specificity of the census data available for use mean that such statistics likely include many individuals not actually qualified to be hired by the department.

Therefore, this report and any findings of "under-representation or under-utilization" are simply rough indicators intended only to be utilized as a tool in the department's recruitment efforts. A finding of "under-representation or under-utilization" does not mean, and is not intended to mean, that there are problems with the department's hiring practices or that recruitment or hiring in that job category is, in any legal or other sense, discriminatory. Rather, the identification of "under-representation or under-utilization" serves to identify areas where the department should seek to ensure that potential candidates are being recruited, encouraged to apply for, and be considered for employment.

Program Objectives, Activities, and Action Steps

The department is committed to increasing diversity and inclusion within its workforce. Hiring objectives are identified on Form B0170 (attachment) and additional data and action steps are presented below.

It is important to note that any setting of hiring "objectives" in this report and its attachments are intended only as a tool to facilitate and focus recruitment efforts and is not intended as a quota or mandate for hiring particular individuals regardless of qualifications. Further, the setting of such objectives is also hypothetical in that it requires a projection of both the numbers of vacancies and qualified applicants, neither of which may actually occur. The failure to achieve any of these "objectives" does not mean that discrimination has occurred. The report is intended solely as an aid to facilitate the department's ongoing efforts to recruit and hire a diverse workforce.

Recruitment and Selection

The table below shows the number of applications received and selection rate by race in 2022 and 2023.

Table 3: NCDHHS Applications Received Selection Rate by Race and Representation

| 2022 | WM | WF | BM | BF | O/M | O/F | Total |
|-----------------------|-------|--------|--------|--------|-------|-------|---------|
| Applications Received | 9,143 | 25,755 | 10,118 | 45,981 | 3,251 | 8,541 | 102,789 |
| Percentage | 9% | 25% | 10% | 45% | 3% | 8% | 100% |

| 2023 | WM | WF | BM | BF | O/M | O/F | Total |
|-----------------------|--------|--------|--------|--------|-------|--------|---------|
| Applications Received | 11,758 | 28,770 | 11,838 | 52,144 | 4,897 | 11,641 | 121,048 |
| Percentage | 10% | 24% | 10% | 43% | 4% | 9% | 100% |

| 2022 | WM | WF | BM | BF | O/M | O/F | Total |
|-----------------------|-----|-------|-----|-----|-----|-----|-------|
| Successful Candidates | 356 | 1068 | 270 | 964 | 69 | 181 | 2,908 |
| Percentage | 12% | 37% | 9% | 33% | 2% | 7% | 100% |
| 2023 | WM | WF | BM | BF | O/M | O/F | Total |
| Successful Candidates | 366 | 1,044 | 247 | 977 | 88 | 194 | 2,916 |
| Percentage | 17% | 36% | 11% | 34% | 3% | 7% | 100% |

| 2022 | WM | WF | BM | BF | O/M | O/F | Total |
|---|------|-----|-----|-----|-----|-----|-------|
| Actual Department Representation Percentage | 15% | 37% | 11% | 31% | 2% | 4% | 100% |
| Percentage Expected (in Labor Force based on Population at 2020 Census) | 34% | 31% | 10% | 11% | 8% | 6% | |
| Over/Under Representation Percentage | -19% | 6% | 1% | 20% | -6% | -2% | |
| 2023 | WM | WF | BM | BF | O/M | O/F | Total |
| Actual Department Representation Percentage | 15% | 37% | 11% | 31% | 2% | 4% | 100% |
| Percentage Expected (in Labor Force based on Population at 2020 Census) | 34% | 31% | 10% | 11% | 8% | 6% | 100% |
| Over/Under Representation Percentage | -19% | 6% | 1% | 19% | -6% | -2% | |

In comparison to 2022:

- Applications received are up 8%.
- Black females make up 43% of applications received but 34% of the successful candidates.
- Black female applications received is down 2% in comparison to 2022.
- Black females' successful candidates' percentage increased by 1% in comparison to 2022.
- White females make up 24% of applications received but 36% of the successful candidates.
- Although Black females make up 43% of all applications received, they have a lower successful candidate percentage than White females.
- Although Black females make up more of a percentage of applications received (43%) than White males and White females combined (34%). Black females make up less of the successful candidates 34% to 53% when compared to a combined White male and White female percentage.

Action Steps:

- Conduct recruitment and outreach efforts to expand the pool of qualified, diverse applicants.
- Review all leadership job openings and embed diversity goals within hiring plans.
- Increase recruitment efforts to attract a broad and diverse candidate pool for positions in all categories by continuing to build relationships with professional organizations representing diverse underrepresented potential candidates for employment.
- Strengthen existing alliances with public and private universities in North Carolina, especially the Historically Black Colleges and Universities (HBCUs), and college and university programs that promote educating and employing individuals with disabilities.
- When possible, participate in career fairs and advertise in publications targeted at under-represented groups.
- Support the goals and objectives of the NC Employment First initiative by actively recruiting and retaining qualified employees with disabilities.
- Advise that hiring managers and human resources offices should not accept an applicant pool that lacks diversity. Rather, hiring managers are encouraged to re-post the position to seek other resources to obtain a diverse applicant pool.
- Provide training to recruiters, hiring managers, and interviewers on the impact of implicit bias in the hiring process.
- Ensure that hiring panels, particularly for supervisory and management positions, are diverse including with respect to race/ethnicity and gender.
- Ensure that all qualified internal candidates have an opportunity to compete for open positions.
- Implement an HBCU and Minority Institutions of Higher Education summer internship program to allow internship opportunities across the agency to encourage and promote a diverse pipeline of talent.
- Review the selection process and focus on the candidate selection of Black females.

Promotions and Retention

The following table shows the number and percent of promotions by race and gender in 2021.

Table 4: Promotion by Race and Gender

| 2023 | WM | WF | BM | BF | O/M | O/F | Total |
|----------------|-------|-------|-------|-------|------|------|--------|
| Promotions | 99 | 225 | 50 | 204 | 12 | 24 | 614 |
| Percentage | 16.1% | 36.6% | 8.1% | 33.2% | 1.5% | 3.3% | |
| # of Employees | 2,137 | 5,345 | 1,587 | 4,530 | 252 | 542 | 14,393 |
| Percentage | 13.8% | 36.3% | 9.7% | 35.2% | 1.9% | 3.1% | 100 |

| 2022 | WM | WF | BM | BF | O/M | O/F | Total |
|----------------|-------|-------|-------|-------|------|------|--------|
| Promotions | 108 | 226 | 72 | 199 | 9 | 15 | 630 |
| Percentage | 17.1% | 35.8% | 11.4% | 31.5% | 1.4% | 2.3% | 100 |
| # of Employees | 1,951 | 4,911 | 1,446 | 4,110 | 242 | 565 | 13,225 |
| Percentage | 14.7% | 37.1% | 10.9% | 33.8% | 2% | 1.5% | 100 |

In comparison to 2022:

- Promotion percentages have improved for Other males, Other females, and Black males.

It is important to note that all promotions within NCDHHS are subject to all federal and state equal employment laws and policies. Employees who are interested in a promotional opportunity must apply through the State of North Carolina electronic application process (NEOGOV), which is subject to fair and valid selection criteria as outlined in the [OSHR recruitment policy](#).

Action Steps:

- Encourage employees to apply for promotional opportunities for which they are qualified.
- Post job openings internally and encourage employees to register for job alerts from the NEOGOV system for other promotional opportunities.
- Provide mock interview workshops for staff to support their internal interview goals.
- Provide management development and leadership programs with a focus on developing future diverse leaders.
- Sponsor or support events, speakers, panels, and/or programs that will offer opportunities for employees to gain experience and knowledge about jobs and career paths.
- Explore additional ways to actively support and enhance career development and succession planning initiatives.
- Promote the establishment of measurable division, team and individual goals that demonstrate achievement and establish track records of success for career advancement.
- Develop and disseminate a department wide value statement for diversity and inclusion.

Training and Development

Additional training efforts will be made by the department to ensure that we have effective and efficient management and employees. The additional trainings include, but are not limited to:

- Privacy: Security Bytes: PII, The Value of Data
- The Macro Impact of Microaggressions
- Fostering a Culture of Belonging: Building Successful Teams
- Cultivating a Workplace of Respect
- Job Interview Practical's - Complete Interview Skill Training

Compensation and Benefits

NCDHHS has a performance agreement with the Office of State Human Resources. The various divisions, facilities and offices have the authority to see that all employees, regardless of protected class are treated fairly and equitably.

Appropriate analysis processes are in place to ensure that salary recommendations consider related education, training, and experience, as well as the salaries of current employees performing similar duties and responsibilities. This is to ensure that all benefits and conditions of employment are equally available without discrimination to all employees. This includes leave policies, retirement plans, insurance programs, and other terms, conditions, and privileges of employment.

Action Steps:

- Conduct an analysis of current compensation by race, gender, and occupational category, and develop a plan for addressing any disparities in compensation.

Transfers and/or Separations

NCDHHS implements a structured and uniform procedure for determining the primary reasons for voluntary transfers and /or separations. This procedure involves conducting online exit interviews with departing employees. The information is collected by the metrics manager in the central HR office. An analysis of the information is collected and shared with management and human resource managers to alert them of any conditions that need immediate attention.

Action Steps:

- Conduct an analysis of current transfers and separations by race, gender, and occupational category, and develop a plan for addressing any disparities.

Disciplinary Process and Implementation

The Department of Health and Human Services' disciplinary process and implementation are designed to be fair and equitable and without regard to biases. The NCDHHS Human Resources Employee Relations Section monitors the disciplinary process and implementation. All demotions, suspensions, transfers, and dismissals are included in the disciplinary process and are subject to the state and federal laws governing equal employment opportunity. Employee relations, the EEO Office, and human resource managers work in concert to ensure equal practices and fairness are applied to the disciplinary process and implementation.

Action Steps:

- Analyze current disciplinary actions by race, gender, and occupational category and develop a plan for addressing any disparities.
- Deliver training to managers and supervisors on best practices for managing the disciplinary action process.
- Deliver training on implicit bias and the disciplinary action process.
- Analyze Black males receiving disciplinary actions. Black males make up 10.6% of NCDHHS's workforce but represent 24.5% of all disciplinary actions. When compared to all other races it is the highest disparity.
- Analyze Black females receiving disciplinary actions. Black females make up 31.3% of NCDHHS's workforce but represent 36.8% of all disciplinary actions.

Performance Management Process

(Valuing Individual Performance)

Valuing Individual Performance (VIP), the North Carolina statewide performance management (PM) process, aligns with the State of North Carolina policy on PM, which is designed to enable employees to develop and enhance individual performance, while contributing to the achievement of organizational mission, goals, and business objectives.

Each agency in the North Carolina government is required to implement the statewide policy on PM, as approved by the State Human Resources Commission. The process, which ensures a means by which employees, regardless of protected class, focuses on the following:

- Emphasizes the strategic alignment of an agency's overall business objectives with an individual employee's performance;
- Ensures the agency is setting and meeting critical business objectives and individual goals;
- Fosters a culture of continuous communication between employees and managers;
- Automates the performance management process by utilizing technology so that performance can be effectively tracked and measured based on business-related outcomes;
- Establishes a basis for consistent and historical performance data, absent inflated ratings, for agency management, the Governor's office, and the North Carolina legislature; and
- Provides the foundation where valid performance data is utilized as one component of pay.
- Ensures managers and supervisors accountability for the progress of the agency's EEO Program by including it as an expectation in their performance evaluation.

Action Steps:

- Conduct an analysis of current performance ratings by race, gender, and occupational category and develop a plan for addressing any disparities.
- Deliver training to managers and supervisors on best practices for managing the performance management process.
- Deliver training on implicit bias and the performance management process.
- Review the process for Black females and the rating of exceeds expectations for each division.
- Send reminders to ensure management has the required information in their performance plans and goals.

Grievance Procedure

The grievance procedure is the administrative process designed to ensure equal treatment for all individuals filing complaints. NCDHHS Employee Relations Section, located in the Division of Human Resources, is designated to deal with the internal complaint/grievance process. This section works in conjunction with the EEO Office, in particular with those cases that pertain to discrimination issues. The department's grievance procedure is designed to be fair and resolve issues in a prompt and equitable manner. NCDHHS follows the state-wide employee grievance policy and prohibits retaliation against individuals who file a grievance or participate in the grievance process.

| 2023 | WM | WF | BM | BF | O/M | O/F | Total |
|------------|-----|------|----|----|-----|-----|-------|
| Complaints | 3 | 11 | 4 | 18 | 0 | 4 | 40 |
| Percentage | 7.5 | 27.5 | 10 | 45 | 0 | 10 | 100 |

The department received 40 complaints in the year 2023, which is 27.2% less than the 55 complaints received in 2022.

Action Steps:

- Conduct an analysis of grievances by race, gender, and occupational category and develop a plan for addressing any disparities.

Monitoring, Evaluation, and Reporting

NCDHHS utilizes the IHR-PS system and EEO reports to monitor EEO activities. EEO reports from the NEOGOV applicant tracking system are also utilized to the fullest extent. The EEO Director will communicate with each division and facility's Human Resources (HR) office to ensure they have knowledge and an understanding of the EEO goals and objectives. At various times throughout the year, the EEO Director will evaluate the overall plan for the department to ensure compliance and to note any trends that need to be addressed by the NCDHHS HR Director and Secretary.

Unlawful Workplace Harassment

NCDHHS strictly prohibits all types of unlawful workplace harassment, which is defined as unwelcome or unsolicited speech or conduct based upon race, sex, religion, national origin, age, genetic information, color, or handicapping condition as defined by G.S. 168A-3 that creates a hostile work environment or circumstances involving quid pro quo. A hostile work environment is defined as an environment that both a reasonable person would find hostile or abusive and one that the particular person who is the object of the harassment perceives to be hostile or abusive. The NCDHHS EEO Office will investigate complaints of unlawful workplace harassment in accordance with the statewide grievance policy. The EEO Office will provide counseling to managers and supervisors on the prevention and correction of Unlawful Workplace Harassment. Online workplace harassment training is automatically assigned to all employees and other workplace harassment classes are available in the LMS.

The department ensures that each agency head shall develop strategies to prevent unlawful workplace harassment. The strategies shall at the minimum include:

- Commitment by the agency to the prohibition of unlawful workplace harassment, sexual harassment, and retaliation,
- Training and other methods to prevent harassing actions,
- Process for disseminating information prohibiting unlawful workplace harassment and retaliation to all agency employees. Workplace harassment prevention strategies shall be included as part of the agency's Equal Employment Opportunity (EEO) plan.

Action Steps:

- Lunch and Learn series on a variety of EEO and diversity topics, including harassment prevention.
- Implement a "Harassment Prevention Awareness Month" (or week)
- Feature harassment prevention routinely in staff meetings and newsletters

Reduction in Force (RIF) and Procedures

It is the policy of NCDHHS, in accordance with federal and state equal employment opportunity guidelines, that decisions concerning reduction in force (RIF) be analyzed to determine their impact by race, sex, and age. Either the EEO Director or the Human Resources staff shall conduct a RIF impact analysis of the effect of the proposed reduction(s) before the department makes final decisions on layoffs.

NCDHHS adheres to the state's Reduction in Force Policy, which is located in the [State Human Resources Manual](#).

Employment First and Reasonable Accommodation

In March 2019, Governor Roy Cooper signed [Executive Order #92](#) (Employment First for North Carolinians with Disabilities). The EO makes Employment First the policy of state agencies to reflect the state's goals to be a leader in recruiting workers with disabilities and making an inclusive job climate for those workers. The state was designated as a model employer for persons with disabilities. To this end, NCDHHS and OSHR formed an Employment First Working group to work on several aspects of the Order.

Actions steps:

- NCDHHS will continue to work with the Employment First Working group, to meet all requirements listed in the Executive Order.

Pregnancy Workplace Adjustments

In December 2018, Executive Order #82 (Promoting Health and Wellness by Clarifying Protections Afforded to Pregnant State Employees) was issued by Governor Roy Cooper. This Executive Order required that state agencies extend workplace protections and modifications to pregnant employees, upon request, unless doing so would impose significant burdens or costs.

The NCDHHS Human Resources staff has received guidance to implement the order.

Actions steps:

- NCDHHS has notified all employees by email and posted notices of the rights afforded to pregnant. state employees in all offices and facilities.
- The requirement is included in the new employee orientation materials.
- Requirements posted on [NCDHHS website](#).

Prohibiting the Use of Salary History

In April 2019, Executive Order #93 (Prohibiting the Use of Salary History in the State Hiring Process) was issued by Governor Roy Cooper. This Executive Order prohibited state agencies from requesting salary history from applicants or relying on previously obtained salary information in determining an applicant's salary. OSHR was required to remove the employment history fields from the state application.

Action steps:

- NCDHHS has trained and provided the necessary information to 100% of HR staff involved in the hiring process in the new salary administration requirements.
- Requirement posted on NCDHHS [website](#).
- Discussion of the requirement at staff meetings.

Recognizing the Value of Experience in State Government Hiring

Effective June 1, 2023, Executive Order #278 (Recognizing the Value of Experience in State Government Hiring) was issued by Governor Roy Cooper. This Executive Order directs the NC Office of State Human Resources (OSHR) to create processes to identify job classifications that do not require academic degrees and train agency human resources (HR) personnel on how to properly screen applications to broaden access to career opportunities in state government. This will help agencies address ongoing challenges in recruiting and retaining the skilled workforce essential to ensuring North Carolinians have safe, effective, and efficient government programs and services. It will also help agencies continue active recruitment of qualified candidates who can apply directly related knowledge and skills from prior jobs and experiences to positions across state government.

Action Steps:

- NCDHHS will add this language to all job postings: "equivalent combination of education and experience." If that language appears below, then you may qualify through either years of education OR years of directly related experience, OR a combination of both." (See oshr.nc.gov/experience-guide for details).
- We encourage all others to include this statement to boost the recruitment of qualified candidates to relieve the persistently high rate of vacancies across state government.

Identification and Correction of Issues

This certifies that the attached Equal Employment Opportunity Plan represents the North Carolina Department of Health and Human Services' commitment to provide equal employment opportunities to all applicants and employees. I attest that the NC Department of Health and Human Services follows the North Carolina Equal Employment Opportunity Policy, along with all applicable federal and state laws, including current executive orders governing equal employment opportunities.

Barriers to Goal Attainment and Corrective Actions

Budget shortages and organizational changes due to staff reductions in the workforce prevented the level of recruitment efforts needed to reach 2023 planned objectives. For 2024 the Department will actively recruit veterans, applicants, and applicants with disabilities to address underrepresentation in these categories. Actions will include attending more career fairs, collaborating with veterans' organizations, posting job openings on new message boards; networking with other government agencies; and more heavily promoting the employee referral program.

DocuSigned by:

_____ 08/12/24 | 2:35 PM EDT

Kody Kinsley

Date

Secretary

Department of Health and Human Services

DocuSigned by:

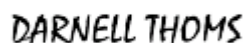
_____ 06/20/24 | 7:24 AM PDT

Dr. ClarLynda Williams-Devane

Date

Deputy Secretary, Operational Excellence

North Carolina Department of Health and Human Services

DocuSigned by:

_____ 06/19/24 | 2:01 PM EDT

Darnell Thoms

Date

EEO/AA Officer Signature

North Carolina Department of Health and Human Services

EEO Plan Requirements Checklist

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EEO Plan Requirements Checklist

Attachments

EEO:Contacts

DHHS B0031: Staffing by Occupational Category Report

Report: EEO Quantitative Analysis

B0170: Population/Labor Force Compromise Census Compare by Subcategory

Report: EEO Performance Management EEO Statistic

2023 DHHS Discipline and Dismissal Statistics

ATTACHMENTS

DHHS EEO Contact List

DHHS B0031: Staffing by Occupational Category Report

Report: EEO Quantitative Analysis

B0170: Population/Labor Force Compromise Census Compare by Subcategory

Report: EEO Performance Management EEO Statistic

Discipline and Dismissal Statistic

DHHS EEO Contact List

| Division / Facility | Contact | Gender/ Race | Telephone | Mailing Address |
|---|----------------------|-----------------|--------------|--|
| DHHS EEO | Darnell Thoms | M/B | 919-302-0957 | 2001 Mail Service Center Raleigh, NC 27699-2001 |
| Disability Determination Services (DDS) | Gregory Chavez | M/W | 919-814-3173 | 2802 Mail Service Center Raleigh, NC 27699-2802 |
| Division of Health Benefits | Lisa McKinnie | F/B | 919-855-4120 | 2501 Mail Service Center Raleigh, NC 27699-2501 |
| Division of Health Service Regulations (DHSR) | Nikki Kessinger | F/W | 919-855-3859 | 2715 Mail Service Center Raleigh, NC 27699-2715 |
| Division of Mental Health/Developmental Disabilities/Substance Abuse Services (DMH/DD/SAS) Division of State Operated Healthcare Facilities (DSOHF) | Jessica Springs | F/W | 919-855-4700 | 3017 Mail Service Center Raleigh, NC 27699-3017 |
| Division of Public Health (DPH) | Michelle Coley | F/B | 919-707-5450 | 1930 Mail Service Center Raleigh, NC 27699-1930 |
| Office of the Secretary (OOS) | Michael Edmonds | M/B | 919-855-4930 | 2001 Mail Service Center Raleigh, NC 27699-2001 |
| Division of Social Services (DSS) / Child Development & Early Education (DCDEE) / Division of Aging and Adult Services (DAAS) | Kareena Jones | F/B | 919-527-6380 | 2413 Mail Service Center Raleigh, NC 27699-2413 |
| Division of Vocational Rehabilitation (DVR) / Services for the Blind (DSB) / Services for the Deaf & Hard of Hearing (DSDHH) | Lorey Weagel | F/W | 919-855-3517 | 2801 Mail Service Center Raleigh, NC 27699-2801 |
| Black Mountain Neuro-Medical Treatment Center | Stephanie Beard | F/W | 919-855-4930 | 932 Old US 70 West Black Mountain, NC 28711 |
| Broughton Hospital (& Facility Engineering) | Candice Justice | F/B | 828-433-2401 | 1000 S. Sterling Street Morganton, NC 28655 |
| Caswell Development Center | Melanie Sanders | F/B | 252-208-4293 | 2415 W. Vernon Avenue Kinston, NC 28504 |
| Central Regional Hospital | Katherine Williamson | F/W | 919-855-4942 | 300 Veazey Road Butner, NC 27509 |
| Cherry Hospital | Carol Thornton | F/W | 919-947-8021 | 1401 W. Ash St. Goldsboro, NC 27530 |

| | | | | |
|---|-------------------------|-----|--------------|---|
| J. Iverson Riddle Developmental Center | Ruth Travis | F/W | 828-433-2828 | 300 Enola Road Morganton, NC 28655 |
| Julian F. Keith ADATC | Donna Messer | F/W | 828-257-6200 | 201 Tabernacle Road Black Mountain, NC 28711 |
| Longleaf Neuro-Medical Treatment Center | Amy Marion | F/W | 252-399-2112 | 4761 Ward Boulevard Wilson, NC 27893 |
| Murdoch Developmental Center | Steven Abrams | M/B | 919-575-1015 | 1600 East C Street Butner, NC 27509 |
| O 'Berry Neuro-Medical Treatment Center | Carolyn Hardy Smitka | F/W | 919-581-4000 | 400 Old Smithfield Road Goldsboro, NC 27523 |
| Walter B. Jones ADATC | Kimberly Reed | F/W | 252-830-3426 | 2577 West Fifth Street Greenville, NC 27834 |

B0031: Staffing by Occupational Category

Date : 1/2/24

Calendar Month/Year: 01/2023 - 12/2023

| Personnel Area | State SOC Category | | WM | WF | BM | BF | HM | HF | ASM | ASF | AIM | AIF | NHOPI Male | NHOPI Fem | Two+ Male | Two+ Fem | Ethn Unk | TOT | TOT MNRT | TOT FEM | DISB | | |
|-----------------------|------------------------------|---------------|---------------|--------|--------|--------|--------|-------|--------|-------|-------|-------|------------|-----------|-----------|----------|----------|---------|----------|---------|---------|--------|-------|
| Health Human Services | OFFICIALS AND ADMINISTRATORS | Employees | 122 | 221 | 24 | 94 | 4 | 5 | 5 | 10 | 1 | 1 | | | | | | | 487 | 144 | 331 | 32 | |
| | | % Represented | 25.051 | 45.380 | 4.928 | 19.302 | 0.821 | 1.027 | 1.027 | 2.053 | 0.205 | 0.205 | | | | | | | | 100.000 | 29.569 | 67.967 | 6.571 |
| | | New Hires | 7 | 7 | 1 | 2 | | | | 1 | | | | | | | | | | 18 | 4 | 9 | 1 |
| | | % Represented | 38.889 | 38.889 | 5.556 | 11.111 | | | | 5.556 | | | | | | | | | | 100.000 | 22.222 | 50.000 | 5.556 |
| | | Promotions | 10 | 19 | 1 | 10 | | | | | 1 | | | | | | | | | 41 | 12 | 30 | 3 |
| | | % Represented | 24.390 | 46.341 | 2.439 | 24.390 | | | | 2.439 | | | | | | | | | | 100.000 | 29.268 | 73.171 | 7.317 |
| | | Employees | 138 | 472 | 61 | 353 | 6 | 13 | 3 | 22 | 2 | 3 | | | 1 | 2 | 8 | 6 | 1,090 | 474 | 872 | 78 | |
| | | % Represented | 12.661 | 43.303 | 5.596 | 32.385 | 0.550 | 1.193 | 0.275 | 2.018 | 0.183 | 0.275 | | | 0.092 | 0.183 | 0.734 | 0.550 | 100.000 | 43.486 | 80.000 | 7.156 | |
| | | New Hires | 11 | 25 | 4 | 22 | | | | 2 | 1 | | | | 1 | | | | 5 | 71 | 30 | 50 | 3 |
| | | % Represented | 15.493 | 35.211 | 5.634 | 30.986 | | | | 2.817 | 1.408 | | | | 1.408 | | | | 7.042 | 100.000 | 42.254 | 70.423 | 4.225 |
| | Promotions | 9 | 48 | 7 | 29 | 1 | 1 | | 3 | | | | | | | | 1 | 1 | 100 | 42 | 82 | 8 | |
| | % Represented | 9.000 | 48.000 | 7.000 | 29.000 | 1.000 | 1.000 | | 3.000 | | | | | | | | 1.000 | 1.000 | 100.000 | 42.000 | 82.000 | 8.000 | |
| | Employees | 786 | 2,520 | 360 | 1,362 | 36 | 95 | 88 | 136 | 9 | 37 | 3 | | 4 | 7 | 30 | 42 | 5,515 | 2,167 | 4,184 | 338 | | |
| | % Represented | 14.252 | 45.694 | 6.528 | 24.696 | 0.653 | 1.723 | 1.596 | 2.466 | 0.163 | 0.671 | 0.054 | 0.073 | 0.127 | 0.544 | 0.762 | 0.127 | 100.000 | 39.293 | 75.866 | 6.129 | | |
| | New Hires | 54 | 211 | 22 | 126 | 3 | 15 | 4 | 5 | 3 | 9 | | | | 3 | 5 | 31 | 491 | 195 | 371 | 7 | | |
| | % Represented | 10.998 | 42.974 | 4.481 | 25.662 | 0.611 | 3.055 | 0.815 | 1.018 | 0.611 | 1.833 | | | | 0.611 | 1.018 | 6.314 | 100.000 | 39.715 | 75.560 | 1.426 | | |
| | Promotions | 35 | 88 | 19 | 67 | 1 | 2 | 2 | 3 | | 1 | | | | | | | | 222 | 99 | 165 | 14 | |
| | % Represented | 15.766 | 39.640 | 8.559 | 30.180 | 0.450 | 0.901 | 0.901 | 1.351 | | 0.450 | | | | | | | | 100.000 | 44.595 | 74.324 | 6.306 | |
| | Employees | 35 | 136 | 7 | 59 | 1 | 8 | 1 | 6 | | | | | 1 | 1 | 4 | 1 | 260 | 88 | 214 | 19 | | |
| | % Represented | 13.462 | 52.308 | 2.692 | 22.692 | 0.385 | 3.077 | 0.385 | 2.308 | | | | | 0.385 | 0.385 | 1.538 | 0.385 | 100.000 | 33.846 | 82.308 | 7.308 | | |
| | New Hires | 3 | 9 | 1 | 10 | | | | 3 | 1 | 1 | | | | | | | | 29 | 17 | 24 | | |
| | % Represented | 10.345 | 31.034 | 3.448 | 34.483 | | 10.345 | 3.448 | 3.448 | | | | | | | | | 3.448 | 100.000 | 58.621 | 82.759 | | |
| | Promotions | | 3 | | 4 | | | | 2 | | | | | | | | | 1 | 10 | 7 | 10 | | |
| | % Represented | | 30.000 | | 40.000 | | | | 20.000 | | | | | | | | 10.000 | | 100.000 | 70.000 | 100.000 | | |
| | Employees | 107 | 619 | 72 | 607 | 5 | 27 | 1 | 13 | | 13 | | | | | 2 | 13 | 9 | 1,488 | 753 | 1,292 | 105 | |
| | % Represented | 7.191 | 41.599 | 4.839 | 40.793 | 0.336 | 1.815 | 0.067 | 0.874 | | 0.874 | | | | | 0.134 | 0.874 | 0.605 | 100.000 | 50.605 | 86.828 | 7.056 | |
| | New Hires | 8 | 44 | 8 | 61 | 1 | 2 | | 2 | | | | | | | 3 | 6 | 135 | 77 | 112 | 3 | | |
| | % Represented | 5.926 | 32.593 | 5.926 | 45.185 | 0.741 | 1.481 | | 1.481 | | | | | | | 2.222 | 4.444 | 100.000 | 57.037 | 82.963 | 2.222 | | |
| | Promotions | 4 | 27 | 6 | 32 | | | | 1 | | | | | | | | | 2 | 72 | 41 | 62 | 2 | |
| | % Represented | 5.556 | 37.500 | 8.333 | 44.444 | | | | 1.389 | | | | | | | | | | 100.000 | 56.944 | 86.111 | 2.778 | |
| | Employees | 34 | 4 | 3 | 1 | | | | | | | | | | | | | | 42 | 4 | 5 | 3 | |
| | % Represented | 80.952 | 9.524 | 7.143 | 2.381 | | | | | | | | | | | | | | 100.000 | 9.524 | 11.905 | 7.143 | |
| | New Hires | 1 | | | | | | | | | | | | | | | | | 1 | | | | |
| | % Represented | 100.000 | | | | | | | | | | | | | | | | | 100.000 | | | | |
| | Promotions | 1 | | | | | | | | | | | | | | | | | 1 | | | | |
| | % Represented | 100.000 | | | | | | | | | | | | | | | | | 100.000 | | | | |
| | Employees | 363 | 848 | 818 | 1,643 | 27 | 65 | 14 | 34 | 4 | 2 | | | 1 | 15 | 22 | 11 | 3,867 | 2,645 | 2,615 | 95 | | |
| | % Represented | 9.387 | 21.929 | 21.153 | 42.488 | 0.698 | 1.681 | 0.362 | 0.879 | 0.103 | 0.052 | | | 0.026 | 0.388 | 0.569 | 0.284 | 100.000 | 68.399 | 67.623 | 2.457 | | |
| | New Hires | 50 | 149 | 85 | 283 | 7 | 13 | 1 | 3 | 1 | 1 | | | 1 | 4 | 11 | 11 | 620 | 410 | 461 | 3 | | |
| | % Represented | 8.065 | 24.032 | 13.710 | 45.645 | 1.129 | 2.097 | 0.161 | 0.484 | 0.161 | 0.161 | | | 0.161 | 0.645 | 1.774 | 1.774 | 100.000 | 66.129 | 74.355 | 0.484 | | |
| | Promotions | 12 | 40 | 15 | 62 | 2 | 1 | | | | | | | | | 4 | | | 136 | 84 | 103 | 5 | |
| | % Represented | 8.824 | 29.412 | 11.029 | 45.588 | 1.471 | 0.735 | | | | | | | | 2.941 | | | | 100.000 | 61.765 | 75.735 | 3.676 | |
| | Employees | 335 | 25 | 57 | 11 | 14 | | | 4 | | 2 | | | | | 1 | | 1 | 450 | 89 | 36 | 14 | |
| | % Represented | 74.444 | 5.556 | 12.667 | 2.444 | 3.111 | | | 0.889 | | 0.444 | | | | | 0.222 | | 0.222 | 100.000 | 19.778 | 8.000 | 3.111 | |
| | New Hires | 20 | | 5 | 1 | 4 | | | 1 | | | | | | | | | | 32 | 11 | 1 | | |
| | % Represented | 62.500 | | 15.625 | 3.125 | 12.500 | | | 3.125 | | | | | | | | | 3.125 | 100.000 | 34.375 | 3.125 | | |
| | Promotions | 28 | | 2 | | 1 | | | 1 | | | | | | | | | | 32 | 4 | | | |
| | % Represented | 87.500 | | 6.250 | | 3.125 | | | 3.125 | | | | | | | | | | 100.000 | 12.500 | | | |
| | Total | | Employees | 1,920 | 4,845 | 1,402 | 4,130 | 93 | 213 | 116 | 221 | 18 | 56 | 3 | 7 | 28 | 77 | 70 | 13,199 | 6,364 | 9,549 | 684 | |
| | | | % Represented | 14.547 | 36.707 | 10.622 | 31.290 | 0.705 | 1.614 | 0.879 | 1.674 | 0.136 | 0.424 | 0.023 | 0.053 | 0.212 | 0.583 | 0.530 | 100.000 | 48.216 | 72.346 | 5.182 | |
| | | | New Hires | 154 | 445 | 126 | 505 | 15 | 33 | 8 | 13 | 5 | 10 | | 2 | 7 | 20 | 54 | 1,397 | 744 | 1,028 | 17 | |
| | | | % Represented | 11.024 | 31.854 | 9.019 | 36.149 | 1.074 | 2.362 | 0.573 | 0.931 | 0.358 | 0.716 | | 0.143 | 0.501 | 1.432 | 3.865 | 100.000 | 53.257 | 73.586 | 1.217 | |
| | | | Promotions | 99 | 225 | 50 | 204 | 5 | 4 | 3 | 10 | | 1 | | | 4 | 8 | 1 | 614 | 289 | 452 | 32 | |
| | | | % Represented | 16.124 | 36.645 | 8.143 | 33.225 | 0.814 | 0.651 | 0.489 | 1.629 | | 0.163 | | | 0.651 | 1.303 | 0.163 | 100.000 | 47.068 | 73.616 | 5.212 | |

2023 DHHS EEO Quantitative Analysis Form

| 2023 EEO Quantitative Analysis Form | | | | | | | | | | | | |
|--|-------------|------|---------------|------|-------------|------|---------------|------|----------------------|------|------------------------|------|
| AGENCY/UNIVERSITY: Department of Health & Human Services | | | | | | | | | | | | |
| SOC Category | White Males | | White Females | | Black Males | | Black Females | | Other Minority Males | | Other Minority Females | |
| | 2022 | 2023 | 2022 | 2023 | 2022 | 2023 | 2022 | 2023 | 2022 | 2023 | 2022 | 2023 |
| Officials & Administrators | 117 | 122 | 205 | 221 | 21 | 24 | 94 | 94 | 12 | 10 | 13 | 16 |
| Management Related | 137 | 138 | 458 | 472 | 59 | 61 | 321 | 353 | 10 | 13 | 40 | 47 |
| Professional Specialty | 781 | 786 | 2531 | 2520 | 373 | 360 | 1393 | 1362 | 149 | 143 | 283 | 302 |
| Technicians & Technologists | 37 | 35 | 137 | 136 | 6 | 7 | 52 | 59 | 3 | 3 | 17 | 19 |
| Administrative Support | 94 | 107 | 633 | 619 | 72 | 72 | 571 | 607 | 15 | 8 | 63 | 66 |
| Protective Services | 33 | 34 | 3 | 4 | 3 | 3 | 1 | 1 | 1 | 0 | 0 | 0 |
| Skilled Craft | 336 | 363 | 26 | 25 | 50 | 3 | 11 | 11 | 17 | 21 | 0 | 0 |
| Service | 578 | 335 | 862 | 848 | 862 | 818 | 1667 | 1643 | 80 | 60 | 104 | 124 |
| TOTAL EMPLOYEES | 2113 | 1920 | 4855 | 4845 | 1446 | 1348 | 4110 | 4130 | 287 | 258 | 520 | 574 |

B0170: Job Opening Estimates Form Labor Force Standard by SOC Category as DEC 2023 Based on 2020 Census

Health Human Services

SOC Category: OFFICIALS AND ADMINISTRATORS

| | White Male | White Fem | Black Male | Black Fem | Hisp Male | Hisp Fem | Asian Male | Asian Fem | AIAN Male | AIAN Fem | NHPI Male | NHPI Fem | Two+ Male | Two+ Fem | Ethn Unk | Total | Tot Fem | Tot Mnrt | Disab | Vets | Nat Guard |
|---|---|-----------|------------|-----------|-----------|----------|------------|-----------|-----------|----------|-----------|----------|-----------|----------|----------|-------|---------|----------|-------|------|-----------|
| Agency Data | | | | | | | | | | | | | | | | | | | | | |
| # Employed | 122 | 221 | 24 | 94 | 4 | 5 | 5 | 10 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 487 | 331 | 144 | 32 | 18 | 0 |
| % Employed | 25.1 | 45.4 | 4.9 | 19.3 | 0.8 | 1.0 | 1.0 | 2.1 | 0.2 | 0.2 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 100.0 | 68.0 | 29.6 | 6.6 | 3.7 | 0.0 |
| Labor Force Standard | | | | | | | | | | | | | | | | | | | | | |
| # Difference | -111 | 75 | -4 | 58 | -11 | -4 | -4 | 5 | -1 | -1 | 0 | 0 | -4 | -3 | | | 133 | 38 | -14 | | |
| % Difference | -22.7 | 15.5 | -0.8 | 12.1 | -2.2 | -0.7 | -0.8 | 1.1 | -0.1 | -0.1 | 0.0 | 0.0 | -0.7 | -0.6 | | | 27.9 | 8.6 | -2.7 | | |
| Employment Objectives: Using SOC Category | | | | | | | | | | | | | | | | | | | | | |
| Export to Excel to enter employment objectives below. Fill in Planned # Increase, Planned % Increase, or both. | | | | | | | | | | | | | | | | | | | | | |
| Planned # Increase | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |
| Target Classification | N/A | | | | | | | | | | | | | | | | | | | | |
| Action Steps | Allow current staff to update disability status and self-identify, plan with DEI Council to advertise in diverse areas, coordinate with HR to send goal reminders | | | | | | | | | | | | | | | | | | | | |

SOC Category: MANAGEMENT RELATED

| | White Male | White Fem | Black Male | Black Fem | Hisp Male | Hisp Fem | Asian Male | Asian Fem | AIAN Male | AIAN Fem | NHPI Male | NHPI Fem | Two+ Male | Two+ Fem | Ethn Unk | Total | Tot Fem | Tot Mnrt | Disab | Vets | Nat Guard |
|---|---|-----------|------------|-----------|-----------|----------|------------|-----------|-----------|----------|-----------|----------|-----------|----------|----------|-------|---------|----------|-------|------|-----------|
| Agency Data | | | | | | | | | | | | | | | | | | | | | |
| # Employed | 138 | 472 | 61 | 353 | 6 | 13 | 3 | 22 | 2 | 3 | 0 | 1 | 2 | 8 | 6 | 1,090 | 872 | 474 | 78 | 34 | 0 |
| % Employed | 12.7 | 43.3 | 5.6 | 32.4 | 0.6 | 1.2 | 0.3 | 2.0 | 0.2 | 0.3 | 0.0 | 0.1 | 0.2 | 0.7 | 0.6 | 100.0 | 80.0 | 43.5 | 7.2 | 3.1 | 0.0 |
| Labor Force Standard | | | | | | | | | | | | | | | | | | | | | |
| # Difference | -261 | 70 | -2 | 229 | -13 | -9 | -18 | 1 | -1 | -1 | -2 | 1 | -6 | -1 | | | 299 | 197 | -24 | | |
| % Difference | -23.9 | 6.5 | -0.1 | 21.1 | -1.1 | -0.8 | -1.6 | 0.1 | 0.0 | 0.0 | -0.1 | 0.1 | -0.5 | -0.1 | | | 27.7 | 18.5 | -2.1 | | |
| Employment Objectives: Using SOC Category | | | | | | | | | | | | | | | | | | | | | |
| Export to Excel to enter employment objectives below. Fill in Planned # Increase, Planned % Increase, or both. | | | | | | | | | | | | | | | | | | | | | |
| Planned # Increase | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 |
| Target Classification | | | | | | | | | | | | | | | | | | | | | |
| Action Steps | Allow current staff to update disability status, plan with DEI Council to advertise in diverse areas, coordinate with HR to send goal reminders | | | | | | | | | | | | | | | | | | | | |

SOC Category: PROFESSIONALS

| | White Male | White Fem | Black Male | Black Fem | Hisp Male | Hisp Fem | Asian Male | Asian Fem | AIAN Male | AIAN Fem | NHPI Male | NHPI Fem | Two+ Male | Two+ Fem | Ethn Unk | Total | Tot Fem | Tot Mnrt | Disab | Vets | Nat Guard |
|---|---|-----------|------------|-----------|-----------|----------|------------|-----------|-----------|----------|-----------|----------|-----------|----------|----------|-------|---------|----------|-------|------|-----------|
| Agency Data | | | | | | | | | | | | | | | | | | | | | |
| # Employed | 786 | 2,520 | 360 | 1,362 | 36 | 95 | 88 | 136 | 9 | 37 | 3 | 4 | 7 | 30 | 42 | 5,515 | 4,184 | 2,167 | 338 | 140 | 0 |
| % Employed | 14.3 | 45.7 | 6.5 | 24.7 | 0.7 | 1.7 | 1.6 | 2.5 | 0.2 | 0.7 | 0.1 | 0.1 | 0.1 | 0.5 | 0.8 | 100.0 | 75.9 | 39.3 | 6.1 | 2.5 | 0.0 |
| Labor Force Standard | | | | | | | | | | | | | | | | | | | | | |
| # Difference | -863 | 115 | 100 | 777 | -47 | -21 | -89 | 14 | -3 | 9 | 3 | 4 | -32 | -26 | | | 928 | 784 | -175 | | |
| % Difference | -15.6 | 2.1 | 1.8 | 14.1 | -0.8 | -0.4 | -1.6 | 0.3 | 0.0 | 0.2 | 0.1 | 0.1 | -0.6 | -0.5 | | | 16.9 | 14.3 | -3.2 | | |
| Employment Objectives: Using SOC Category | | | | | | | | | | | | | | | | | | | | | |
| Export to Excel to enter employment objectives below. Fill in Planned # Increase, Planned % Increase, or both. | | | | | | | | | | | | | | | | | | | | | |
| Planned # Increase | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | |
| Target Classification | N/A | | | | | | | | | | | | | | | | | | | | |
| Action Steps | Continue to set goals for disparities equaling 5% or higher | | | | | | | | | | | | | | | | | | | | |

SOC Category: TECHNICIANS AND TECHNOLOGISTS

| | White Male | White Fem | Black Male | Black Fem | Hisp Male | Hisp Fem | Asian Male | Asian Fem | AIAN Male | AIAN Fem | NHPI Male | NHPI Fem | Two+ Male | Two+ Fem | Ethn Unk | Total | Tot Fem | Tot Mnrt | Disab | Vets | Nat Guard |
|---|---|-----------|------------|-----------|-----------|----------|------------|-----------|-----------|----------|-----------|----------|-----------|----------|----------|-------|---------|----------|-------|------|-----------|
| Agency Data | | | | | | | | | | | | | | | | | | | | | |
| # Employed | 35 | 136 | 7 | 59 | 1 | 8 | 1 | 6 | 0 | 0 | 0 | 1 | 1 | 4 | 1 | 260 | 214 | 88 | 19 | 10 | 0 |
| % Employed | 13.5 | 52.3 | 2.7 | 22.7 | 0.4 | 3.1 | 0.4 | 2.3 | 0.0 | 0.0 | 0.0 | 0.4 | 0.4 | 1.5 | 0.4 | 100.0 | 82.3 | 33.8 | 7.3 | 3.8 | 0.0 |
| Labor Force Standard | | | | | | | | | | | | | | | | | | | | | |
| # Difference | -27 | 25 | -10 | 12 | -4 | 2 | -3 | 1 | -1 | -2 | 0 | 1 | -1 | 1 | | | 43 | 1 | -6 | | |
| % Difference | -10.3 | 9.7 | -3.6 | 4.8 | -1.2 | 0.9 | -0.8 | 0.6 | -0.3 | -0.6 | 0.0 | 0.4 | -0.2 | 0.4 | | | 17.3 | 2.0 | -2.0 | | |
| Employment Objectives: Using SOC Category | | | | | | | | | | | | | | | | | | | | | |
| Export to Excel to enter employment objectives below. Fill in Planned # Increase, Planned % Increase, or both. | | | | | | | | | | | | | | | | | | | | | |
| Planned # Increase | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Target Classification | | | | | | | | | | | | | | | | | | | | | |
| Action Steps | Allow current staff to update disability status, plan with DEI Council to advertise in diverse areas, coordinate with HR to send goal reminders | | | | | | | | | | | | | | | | | | | | |

SOC Category: ADMINISTRATIVE SUPPORT

| | White Male | White Fem | Black Male | Black Fem | Hisp Male | Hisp Fem | Asian Male | Asian Fem | AIAN Male | AIAN Fem | NHPI Male | NHPI Fem | Two+ Male | Two+ Fem | Ethn Unk | Total | Tot Fem | Tot Mnr | Disab | Vets | Nat Guard |
|---|---|-----------|------------|-----------|-----------|----------|------------|-----------|-----------|----------|-----------|----------|-----------|----------|----------|-------|---------|---------|-------|------|-----------|
| Agency Data | | | | | | | | | | | | | | | | | | | | | |
| # Employed | 107 | 619 | 72 | 607 | 5 | 27 | 1 | 13 | 0 | 13 | 0 | 0 | 2 | 13 | 9 | 1,488 | 1,292 | 753 | 105 | 41 | 0 |
| % Employed | 7.2 | 41.6 | 4.8 | 40.8 | 0.3 | 1.8 | 0.1 | 0.9 | 0.0 | 0.9 | 0.0 | 0.0 | 0.1 | 0.9 | 0.6 | 100.0 | 86.8 | 50.6 | 7.1 | 2.8 | 0.0 |
| Labor Force Standard | | | | | | | | | | | | | | | | | | | | | |
| # Difference | -123 | -143 | -19 | 339 | -18 | -29 | -7 | -4 | -2 | 4 | 0 | -2 | -4 | -5 | | | 180 | 279 | -34 | | |
| % Difference | -8.2 | -9.6 | -1.3 | 22.8 | -1.2 | -1.9 | -0.4 | -0.2 | -0.1 | 0.3 | 0.0 | -0.1 | -0.3 | -0.3 | | | 12.2 | 19.0 | -2.2 | | |
| Employment Objectives: Using SOC Category | | | | | | | | | | | | | | | | | | | | | |
| Export to Excel to enter employment objectives below. Fill in Planned # Increase, Planned % Increase, or both. | | | | | | | | | | | | | | | | | | | | | |
| Planned # Increase | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 |
| Target Classification | | | | | | | | | | | | | | | | | | | | | |
| Action Steps | Allow current staff to update disability status, plan with DEI Council to advertise in diverse areas, coordinate with HR to send goal reminders | | | | | | | | | | | | | | | | | | | | |

SOC Category: PROTECTIVE SERVICES

| | White Male | White Fem | Black Male | Black Fem | Hisp Male | Hisp Fem | Asian Male | Asian Fem | AIAN Male | AIAN Fem | NHPI Male | NHPI Fem | Two+ Male | Two+ Fem | Ethn Unk | Total | Tot Fem | Tot Mnrt | Disab | Vets | Nat Guard |
|---|--|-----------|------------|-----------|-----------|----------|------------|-----------|-----------|----------|-----------|----------|-----------|----------|----------|-------|---------|----------|-------|------|-----------|
| Agency Data | | | | | | | | | | | | | | | | | | | | | |
| # Employed | 34 | 4 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 42 | 5 | 4 | 3 | 7 | 0 |
| % Employed | 81.0 | 9.5 | 7.1 | 2.4 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 100.0 | 11.9 | 9.5 | 7.1 | 16.7 | 0.0 |
| Labor Force Standard | | | | | | | | | | | | | | | | | | | | | |
| # Difference | 10 | -1 | -4 | -3 | -2 | -1 | -1 | -1 | -1 | -1 | 0 | -1 | -1 | -1 | | | -7 | -14 | -1 | | |
| % Difference | 25.3 | -2.3 | -9.4 | -5.5 | -3.2 | -1.0 | -0.7 | -0.2 | -1.0 | -0.4 | 0.0 | -0.1 | -1.2 | -0.6 | | | -9.4 | - | 21.4 | -2.2 | |
| Employment Objectives: Using SOC Category | | | | | | | | | | | | | | | | | | | | | |
| Export to Excel to enter employment objectives below. Fill in Planned # Increase, Planned % Increase, or both. | | | | | | | | | | | | | | | | | | | | | |
| Planned # Increase | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 1 | 2 | 0 | 0 | 0 |
| Target Classification | Black males, Black females, | | | | | | | | | | | | | | | | | | | | |
| Action Steps | Plan with DEI Council to advertise in diverse areas, coordinate with HR to send goal reminders. Continue to set goals for disparities equaling 5% or higher. | | | | | | | | | | | | | | | | | | | | |

SOC Category: SERVICE

| | White Male | White Fem | Black Male | Black Fem | Hisp Male | Hisp Fem | Asian Male | Asian Fem | AIAN Male | AIAN Fem | NHPI Male | NHPI Fem | Two+ Male | Two+ Fem | Ethn Unk | Total | Tot Fem | Tot Mnrt | Disab | Vets | Nat Guard |
|---|---|-----------|------------|-----------|-----------|----------|------------|-----------|-----------|----------|-----------|----------|-----------|----------|----------|-------|---------|----------|-------|------|-----------|
| Agency Data | | | | | | | | | | | | | | | | | | | | | |
| # Employed | 363 | 848 | 818 | 1,643 | 27 | 65 | 14 | 34 | 4 | 2 | 0 | 1 | 15 | 22 | 11 | 3,867 | 2,615 | 2,645 | 95 | 73 | 0 |
| % Employed | 9.4 | 21.9 | 21.2 | 42.5 | 0.7 | 1.7 | 0.4 | 0.9 | 0.1 | 0.1 | 0.0 | 0.0 | 0.4 | 0.6 | 0.3 | 100.0 | 67.6 | 68.4 | 2.5 | 1.9 | 0.0 |
| Labor Force Standard | | | | | | | | | | | | | | | | | | | | | |
| # Difference | -423 | -432 | 427 | 970 | -198 | -202 | -29 | -32 | -12 | -29 | 0 | 1 | -20 | -33 | | | 298 | 933 | -265 | | |
| % Difference | -10.9 | -11.2 | 11.1 | 25.1 | -5.1 | -5.2 | -0.7 | -0.8 | -0.3 | -0.7 | 0.0 | 0.0 | -0.5 | -0.8 | | | 7.7 | 24.2 | -6.8 | | |
| Employment Objectives: Using SOC Category | | | | | | | | | | | | | | | | | | | | | |
| Export to Excel to enter employment objectives below. Fill in Planned # Increase, Planned % Increase, or both. | | | | | | | | | | | | | | | | | | | | | |
| Planned # Increase | 1 | 1 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4 | 0 | 2 | 3 | 0 | 0 |
| Target Classification | Hispanic female, Hispanic male | | | | | | | | | | | | | | | | | | | | |
| Action Steps | Allow current staff to update disability status, plan with DEI Council to advertise in diverse areas, coordinate with HR to send goal reminders | | | | | | | | | | | | | | | | | | | | |

SOC Category: SKILLED CRAFT

| | White Male | White Fem | Black Male | Black Fem | Hisp Male | Hisp Fem | Asian Male | Asian Fem | AIAN Male | AIAN Fem | NHPI Male | NHPI Fem | Two+ Male | Two+ Fem | Ethn Unk | Total | Tot Fem | Tot Mnrt | Disab | Vets | Nat Guard |
|---|---|-----------|------------|-----------|-----------|----------|------------|-----------|-----------|----------|-----------|----------|-----------|----------|----------|-------|---------|----------|-------|------|-----------|
| Agency Data | | | | | | | | | | | | | | | | | | | | | |
| # Employed | 335 | 25 | 57 | 11 | 14 | 0 | 4 | 0 | 2 | 0 | 0 | 0 | 1 | 0 | 1 | 450 | 36 | 89 | 14 | 17 | 0 |
| % Employed | 74.4 | 5.6 | 12.7 | 2.4 | 3.1 | 0.0 | 0.9 | 0.0 | 0.4 | 0.0 | 0.0 | 0.0 | 0.2 | 0.0 | 0.2 | 100.0 | 8.0 | 19.8 | 3.1 | 3.8 | 0.0 |
| Labor Force Standard | | | | | | | | | | | | | | | | | | | | | |
| # Difference | 119 | -13 | -22 | -17 | -42 | -14 | -2 | -4 | -3 | -1 | 0 | 0 | -4 | -1 | | | -49 | -104 | -28 | | |
| % Difference | 26.5 | -2.7 | -4.7 | -3.8 | -9.3 | -3.1 | -0.4 | -0.7 | -0.6 | -0.2 | 0.0 | 0.0 | -0.9 | -0.2 | | | 10.5 | 22.5 | -6.2 | | |
| Employment Objectives: Using SOC Category | | | | | | | | | | | | | | | | | | | | | |
| Export to Excel to enter employment objectives below. Fill in Planned # Increase, Planned % Increase, or both. | | | | | | | | | | | | | | | | | | | | | |
| Planned # Increase | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 0 |
| Target Classification | Hispanic male | | | | | | | | | | | | | | | | | | | | |
| Action Steps | Allow current staff to update disability status, plan with DEI Council to advertise in diverse areas, coordinate with HR to send goal reminders | | | | | | | | | | | | | | | | | | | | |

B0040: 2023 DHHS Performance Management EEO Statistic

| 2023 Rating | WM | WF | BM | BF | O/M | O/F | Total |
|----------------------------|------|------|------|------|-----|-----|-------|
| Does Not Meet Expectations | 3 | 10 | 8 | 16 | 2 | 1 | 40 |
| Meet Expectations | 1528 | 3654 | 1151 | 3221 | 188 | 442 | 10184 |
| Exceeds Expectations | 230 | 726 | 96 | 307 | 44 | 65 | 1469 |

B0051: 2023 DHHS Discipline and Dismissal Statistics

| 2023 Reason | WM | WF | BM | BF | O/M | O/F | Total |
|------------------------------------|-----------|-----------|-----------|------------|----------|----------|------------|
| Not Assigned | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Demotion Personal Conduct | 1 | 0 | 1 | 0 | 0 | 0 | 2 |
| Demotion Job Performance | 0 | 0 | 1 | 0 | 0 | 0 | 1 |
| Dismissal Personal Conduct | 2 | 4 | 5 | 14 | 0 | 2 | 27 |
| Dismissal Job Performance | 0 | 1 | 0 | 3 | 0 | 0 | 4 |
| Suspension Personal Conduct | 12 | 10 | 17 | 26 | 1 | 2 | 68 |
| Suspension Job Performance | 0 | 2 | 1 | 1 | 0 | 0 | 4 |
| Written Warning Job Performance | 3 | 9 | 1 | 16 | 0 | 0 | 29 |
| Written Warning Gross Inefficiency | 0 | 1 | 0 | 0 | 0 | 0 | 1 |
| Written Warning Personal Conduct | 30 | 57 | 66 | 78 | 4 | 4 | 239 |
| Total | 48 | 84 | 92 | 138 | 5 | 8 | 375 |
| Percentage | 12.8 | 22.4 | 24.5 | 36.8 | 1.3 | 2.1 | 100 |
| % of DHHS Workforce | 14.5 | 36.7 | 10.6 | 31.3 | 2.4 | 4.4 | 100 |
| % Difference | 1.7 | 14.3 | -13.9 | -5.5 | 1.1 | 2.3 | |

