

EEO Utilization Report

Organization Information

Name: PUBLIC SAFETY, MINNESOTA DEPARTMENT OF

City: SAINT PAUL

State: MN

Zip: 55101-5126

Type: State Law Enforcement

Section 1: EEO Policy Statement

Policy Statement:

It is the policy of the state of Minnesota and the Department of Public Safety to provide an employment environment that is free of any form of discrimination or harassment on the basis of race, sex (including pregnancy), color, creed, religion, age, national origin, sexual orientation, gender expression, gender identity, disability, marital status, status with regard to public assistance, familial status, or membership or activity in a local human rights commission.

The Department of Public Safety is committed to the implementation of affirmative action policies, programs, and procedures and will continue to actively promote a program of affirmative action wherever minorities, women, and persons with disabilities are underrepresented in the workforce.

The Department of Public Safety is committed to the retention of all qualified, talented employees, including protected group employees. In addition, all new employees are trained in respectful communication and preventing discrimination and harassment in the workplace.

Section 5: Narrative Interpretation of Data

The analysis shows the Department remains underutilized in Asian males in the Professionals job category. By contrast to 2022, Department is no longer underutilized in Asian males in the Technicians (-3%) job categories. Department is showing new underutilizations for Hispanic or Latino males and Black/African American males in the Technicians job category. The Department will continue to monitor other racial/ethnic minorities in the Professionals and Technicians job categories, in addition to implementing strategies to eliminate underutilizations.

In the Protective Services-Sworn Patrol Officers category, the Department is underutilized by females in the following areas: White, Black or African American, and individuals who identify as two or more races. While the Department continues to focus on recruitment of diverse and white females in this job category, the Department continues to be challenged in recruiting individuals from these underutilized groups.

With respect to all categories, the Department ensures that all selection processes are fair and unbiased, and allow every applicant an opportunity to demonstrate their specific skills. This occurs by working one-on-one with supervisors and by providing training on hiring processes and bias to employees involved in the hiring process. The Affirmative Action Officer reviews all non-affirmative hires in areas where disparities exist in accordance with the Affirmative Action Plan. Division Directors are provided data regarding affirmative and non-affirmative hires in areas where disparities exist.

In the past two years, the Department added two recruiter positions to Human Resources, with the newest recruiter joining within the last few months. This data will be shared with the recruiters to ensure their work is designed to address disparities in the workforce.

Section 6: Objectives and Steps

1. Develop an intentional diversity recruitment strategy based on the Department's underutilizations.

- a. This objective will be carried out by the Department's Human Resources division, through the recruitment staff, on an annual basis.
- b. This strategy will be communicated to leadership in the Department.

2. Focus on advancement of women and racially/ethnically diverse individuals in law enforcement careers.

- a. Continue to request funding to implement the LETO program to recruit women and racial/ethnic minorities for trooper positions. The LETO Program is an affirmative hiring program that allows diverse applicants to obtain the education qualifications required by state law. LETO participants are compensated to attend classes over a three-month period of time. LETO participants then continue their training by participating in the Training Academy, which is required for all state troopers. This program is an affirmative hiring program that has effectively increased diversity within the State Patrol.

3. Promote an inclusive workplace that is also free from discrimination and discriminatory harassment.

- a. Continue to make diversity, equity, inclusion, and access training available to all employees.
- b. Track employee compliance with the training and development policy, which requires all employees to obtain credits by taking classes that focus on developing employees' understanding of bias, equity, inclusion, and promote the elimination of discrimination/harassment.
- c. Yearly, require all employees to read and acknowledge the policies for the Prohibition of Harassment and Discrimination and the Prevention of Sexual Harassment.
- d. Conduct exit interviews and analyze data from women and diverse individuals to understand how the Department can better retain these individuals.

Section 7: Dissemination Strategy: Internal

The Affirmative Action Officer will distribute the EEO Report to the Human Resources Office and to Division Directors with directions detailing their responsibility to support and implement it. Each Division Director is responsible to ensure that

employees know where they can view the report or obtain a copy of it.

The EEO Report will be made available on the Department's intranet for access by employees.

Employees may contact the Affirmative Action Officer for a paper copy of the EEO Report, or to be referred to the EEO Report's electronic locations.

Section 7: Dissemination Strategy: External

The EEO Report will be made available on the Department's internet website accessible to the public.

Utilization Analysis Chart
Relevant Labor Market: Minnesota

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 #/%	20/38%	█/2%	0/0%	0/0%	█/2%	0/0%	0/0%	28/54%	0/0%	█/2%	0/0%	0/0%	0/0%	█/2%
CLS #/%	225,555/52%	5,315/1%	5,735/1%	860/0%	8,090/2%	105/0%	3,285/1%	163,480/38%	4,015/1%	5,200/1%	930/0%	6,095/1%	25/0%	3,070/1%
Utilization #/%	-14%	1%	-1%	-0%	0%	-0%	-1%	16%	-1%	1%	-0%	-1%	-0%	1%
Professionals														
Workforce #/%	205/36%	█/1%	█/1%	█/1%	10/2%	0/0%	█/1%	280/49%	10/2%	16/3%	█/1%	18/3%	0/0%	█/1%
CLS #/%	228,985/36%	6,555/1%	11,185/2%	765/0%	21,700/3%	80/0%	4,630/1%	318,095/50%	7,835/1%	10,870/2%	1,860/0%	17,850/3%	80/0%	5,940/1%
Utilization #/%	0%	-0%	-1%	1%	-2%	-0%	-0%	-1%	1%	1%	1%	0%	-0%	-0%
Technicians														
Workforce #/%	85/47%	█/1%	█/1%	█/1%	█/2%	█/1%	█/1%	66/37%	█/3%	█/3%	█/1%	█/3%	0/0%	0/0%
CLS #/%	111,665/44%	9,045/4%	9,140/4%	560/0%	10,850/4%	75/0%	1,870/1%	86,425/34%	5,525/2%	7,125/3%	630/0%	9,365/4%	20/0%	2,055/1%
Utilization #/%	4%	-2%	-2%	1%	-3%	1%	-0%	3%	1%	1%	0%	-1%	-0%	-1%
Protective Services: Sworn														
Workforce #/%	627/82%	15/2%	█/1%	11/1%	23/3%	0/0%	█/0%	73/9%	█/0%	█/0%	█/0%	█/0%	█/0%	0/0%
CLS #/%	22,515/65%	880/3%	2,085/6%	580/2%	815/2%	4/0%	550/2%	6,170/18%	240/1%	480/1%	170/0%	200/1%	0/0%	165/0%
Utilization #/%	17%	-1%	-5%	-0%	1%	-0%	-1%	-8%	-0%	-1%	-0%	-0%	0%	-0%
Protective Services: Non-sworn														
Workforce #/%	118/45%	█/2%	19/7%	█/1%	17/6%	█/0%	█/0%	80/30%	█/1%	█/3%	█/1%	█/2%	0/0%	█/1%
CLS #/%	1,305/39%	90/3%	130/4%	60/2%	45/1%	0/0%	20/1%	1,455/44%	40/1%	30/1%	15/0%	65/2%	0/0%	50/2%
Utilization #/%	5%	-0%	3%	-1%	5%	0%	-0%	-14%	-0%	2%	1%	-0%	0%	-1%
Administrative Support														
Workforce #/%	51/16%	█/3%	█/3%	0/0%	10/3%	0/0%	█/0%	168/53%	13/4%	27/8%	█/2%	23/7%	█/0%	█/1%
CLS #/%	202,130/32%	8,200/1%	12,435/2%	1,055/0%	9,030/1%	30/0%	4,855/1%	343,220/54%	14,270/2%	18,645/3%	2,605/0%	13,800/2%	60/0%	7,590/1%

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
	%							%						
Utilization #/%	-16%	1%	1%	-0%	2%	-0%	-0%	-1%	2%	6%	1%	5%	0%	-0%
Skilled Craft														
Workforce #/%	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN	0/NaN
CLS #/%	170,715/82%	11,265/5%	4,125/2%	1,245/1%	3,285/2%	125/0%	2,010/1%	12,645/6%	1,280/1%	760/0%	115/0%	1,215/1%	0/0%	315/0%
Utilization #/%	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN	NaN
Service/Maintenance														
Workforce #/%	25/71%	█/11%	█/3%	█/3%	█/3%	0/0%	0/0%	█/9%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	289,800/42%	34,470/5%	29,015/4%	3,670/1%	14,055/2%	140/0%	7,615/1%	230,035/34%	22,935/3%	26,775/4%	3,545/1%	14,175/2%	135/0%	7,000/1%
Utilization #/%	29%	6%	-1%	2%	1%	-0%	-1%	-25%	-3%	-4%	-1%	-2%	-0%	-1%

Significant Underutilization Chart

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

Law Enforcement Category Rank Chart

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races/Other
Colonel/Superintendent/Senior Executive Officer														
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	█/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Lieutenant Colonel/Deputy Superintendent														
Workforce #/%	█/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Major/Special Agent in Charge														
Workforce #/%	█/62%	█/8%	0/0%	█/8%	█/8%	0/0%	0/0%	█/23%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Captain/Assistant Special Agent in Charge														
Workforce #/%	17/63%	0/0%	0/0%	█/4%	█/4%	0/0%	█/4%	█/26%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Lieutenant/Senior Special Agent														
Workforce #/%	55/79%	█/3%	0/0%	█/6%	█/6%	0/0%	0/0%	█/9%	█/1%	█/1%	█/1%	0/0%	0/0%	0/0%
Protective Services: Sworn-Patrol Officers														
Workforce #/%	545/83%	12/2%	█/1%	10/3%	17/3%	0/0%	█/0%	55/8%	█/0%	0/0%	█/0%	█/0%	█/0%	0/0%

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

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

Certified As Final By: Lynn Mueller

Dir. Internal Affairs/Affirmative Action 11-25-2024

[signature]

[title]

[date]



Alcohol
and Gambling
Enforcement

Bureau of Criminal
Apprehension

Driver
and Vehicle
Services

Emergency
Communication
Networks

Homeland
Security and
Emergency
Management

Minnesota
State Patrol

Office of
Communications

Office of
Justice Programs

Office of
Pipeline Safety

Office of
Traffic Safety

State Fire
Marshal

Internal Affairs/Affirmative Action

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Date: November 25, 2024

Subject: Addendum to DPS Equal Opportunity Employment Plan

Under 28 CFR 42.304, Department of Public Safety (zDPS) has an obligation to maintain an Equal Employment Opportunity Plan (EEOP). Much of DPS's EEOP is generated through the Department of Justice's Office of Civil Rights's EEOP Utilization Report, which collects and analyzes key employment data. However, the regulations also require DPS to track race, national origin, and sex data related to recruitment, selection, promotion, termination, transfer, and discipline. The following information is intended to fulfill DPS's obligation to ensure equal employment opportunity without regard to sex, race or national origin under 28 CFR 42.304.

On July 1, 2024, DPS started tracking data responsive to 28 CFR 42.304 for fiscal year 2025 (zFY25). Because DPS does not have data for fiscal year 2024, DPS has provided preliminary data from the first quarter of FY25. DPS will use the term zethnicity in its responses because ethnicity includes national origin. This term also more accurately reflects how employees self-report their identities to the state. Finally, when DPS has responsive data, but the number of responses is less than 10 and the data would likely identify a specific individual by their race, ethnicity, or gender, DPS will report z<10. This designation will allow DPS to comply with the Minnesota Data Practices Act, Chapter 13, which classifies most personally identifiable data on employees as private data.

PLAN COMPONENTS

Disciplinary Actions (28 CFR 42.304 (b))

Pursuant to 28 CFR 42.304 (b), DPS tracks disciplinary actions taken against employees by race/ethnicity and sex. Discipline with the state of Minnesota is defined by collective bargaining agreements. Typically, the following actions are considered disciplinary: oral or written reprimand, suspension with or without pay, and termination. DPS does not have data for fiscal year 2024. Data for the first quarter (July 1st , September 30th) of fiscal year 2025 (zFY25) is in the chart below.

	Oral/Written Reprimand:	Suspension	Termination
FY25 Total	27	<10	<10
FY25 Total by Race and National Origin This data reflects the total for all demographics groups identified by the state. Given the small data set, additional categories would not produce relevant data at this time.	-	<10	<10
FY25 Total by Gender Given the small data set, gender categories would identify female individuals.	Female = <10	<10	<10

Applications for Employment (28 CFR 42.304 (c))

DPS tracks the number of applicants who accept DPS’ final offer of employment (“actually hired”) as required by 28 CFR 42.304 (c). DPS has preliminary data from the first quarter of FY25. Between July 1st and September 30th, 72 applicants accepted DPS’ offer of employment and moved into a position. Of this total, 14 applicants reported belonging to a racial/ethnic group and 26 applicants reported their gender as female. DPS is continuing to work to implement a system for the collection of data that tracks the number of applicants by race/ethnicity and gender who declined to accept DPS’ offer of employment in FY25.

Application for Promotion or Transfer (28 CFR 42.304 (d))

DPS tracks the number of employees who made application for promotion or transfer as required by as required by 28 CFR 42.304 (d). DPS has preliminary data from the first quarter of FY25. Between July 1st and September 30th, DPS made 32 promotions and transfers. Of this total, <10 employees reported belonging to a racial/ethnic group and 18 employees reported their gender as female. At the end of FY25, this data will be categorized by job classification when the volume of data is sufficient to protect individual employees’ identities.

Voluntary/Involuntary Terminations (28 CFR 42.304 (e))

DPS tracks the number of employees who were terminated by race, sex, and national origin within each fiscal year as required by 28 CFR 42.304 (e). DPS does not have FY24 data, however, DPS has preliminary data from the first quarter of FY25. Between July 1st and September 30th, DPS had 50 total employees leave the agency. Of this total, 13 employees were involuntarily separated, while the remaining total (37) were voluntarily separated. At the end of FY25, this data will be categorized by race/ethnicity and gender when the volume of data is sufficient to protect individual employees' identities.

Community and Area Labor Characteristics (28 CFR 42.304 (f))

DPS has conducted an analysis of the available community and area labor characteristics pursuant to 28 CFR 42.304 (f). The relevant geographic area is the state of Minnesota. According to the Census Bureau, the total population of Minnesota is 5,706,494, while the total workforce population is 3,146,576. Minnesota's Department of Employment and Economic Development maintains data on unemployment, including unemployment rates by race, gender, and ethnicity. As of 2024, the total unemployment rate for Minnesota is 3.2%. Unemployment rates by demographic groups are: black (5.0%); Hispanic 3.6%; and Asian (2.6%). By gender, the rate is 3.1%.

Existing Employment Policies and Practices (28 CFR 42.304 (g))

Within the state of Minnesota, all state agencies' employment policies, procedures, and practices are governed by statutes and regulation. Minnesota Management and Budget ("MMB") is the state agency responsible for creating, implementing, and enforcing these obligations for all other state agencies. This external framework defines how DPS recruits, selects, promotes, transfers, and disciplines employees. Internally, DPS' employment procedures to ensure full utilization of racial/ethnic minorities and women are described in DPS Affirmative Action Plan ("AAP"). This plan includes the evaluation and analysis required by 28 CFR 42.303. The AAP can be found online at <https://dps.mn.gov/divisions/ia/affirmative-action>.