

**2024 ANNUAL  
WORKFORCE STATISTICS REPORT**

***Agricultural Commission/Sealer of Weights & Measures***

***Chrisandra J. Flores, Agricultural Commissioner***

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## **DIVERSITY POLICIES AND EFFORTS QUESTIONNAIRE**

***IF ANY QUESTION HAS A “NON-APPLICABLE” ANSWER, PLEASE EXPLAIN WHY.***

- (1) Please provide a brief description of the services and functions provided by your department.

The Department is responsible for enforcing laws and regulations pertaining to pesticide use; direct marketing; nursery, seed and apiary programs; plant and pest quarantines; phytosanitary certification; and commercial weights and measures programs. The Department also conducts county-wide pest detection and pest exclusion programs, and collects county crop statistics on an annual basis.

- (2) Please describe your department’s selection and hiring procedures and how they help ensure a workforce representative of Sacramento County. (Include, if applicable, hiring interview procedures & policies; internships; education & training opportunities; training & develop assignments, etc);

The Department is committed to ensuring an equal opportunity to all persons and does not discriminate on the basis of race, color, sex, religion, ancestry, medical condition, national origin, age, disability, political affiliation or sexual orientation in its employment practices. The Department provides equal opportunities before and during employment by administering each and every phase of its hiring and selection process according to County policies and procedures. All applicants are interviewed in the same manner and given the same set of questions, ensuring an equal basis for rating and selection. Advertisement of open positions is accomplished by way of County circulated intranet announcements, notification through the California Department of Food and Agriculture’s state-wide announcement system, notification through the California Association of Standards and Agricultural Professionals, and the use of NeoGov. Internships through local colleges and universities are encouraged. Seasonal employees are trained and encouraged to apply for permanent positions within the Department.

- (3) Please describe what recruiting and/or informational events your department has participated in and how they help to ensure a workforce representative of Sacramento County. (Include, if applicable, high school or college job fairs, high school or college programs, church events, or community events).

The Department relies on the Employment Services Division within the Department of Personnel Services to participate in local job fairs, and high school and college events as a method of outreach to the community regarding job opportunities available within the Department. The majority of our positions require a math or science degree from a 4-year college or university, so outreach at local colleges are beneficial outreach events.

- (4) Please describe all websites your department advertises its job vacancies to help ensure a workforce representative of Sacramento County.

Job vacancies are posted through the County's employment website and NeoGov, the California Department of Food and Agriculture's Notification list serve, and professional organizations.

- (5) Please describe your department's promotion and career advancement procedures designed to enable all employees to have an equal and fair opportunity to compete for and attain County Promotional opportunities. (Include, if applicable, mentoring, career development activities, etc.)

The Department encourages career development and enrichment. Employees are given equal opportunities to attend conferences, trainings, and other professional growth events in order to enable them to test for promotional opportunities. Our supervisors, administrators, and managers are encouraged to participate in County-lead training, including the newly established Leadership Development Academy. Department Inspectors receive training from the California Department of Food and Agriculture, the California Department of Pesticide Regulation, the National Institute of Standards and Technology, the California Association of Standards and Agricultural Professionals, and one-on-one mentoring by our own staff, to obtain better job skills and preparation for promotional opportunities. Clerical staff are encouraged to attend training opportunities relevant to their positions.

- (6) Please describe how the County's Equal Employment Opportunity program objectives are incorporated into your department's strategic and operational priorities.

The County's EEO program objectives provide the basis for the Department's objectives. The Department adheres to the County's personnel policies and procedures regarding employment. By applying the EEO objectives in our hiring and selection practices, providing equal access to training and professional development opportunities, and by providing service to all persons without regard to race, color, sex, religion, ancestry, medical condition, natural origin, age, disability, political affiliation or sexual orientation, the Department ensures adherence to the County's EEO objectives. The Department also ensures that all employees complete two hours of Discrimination and Harassment Prevention training every two years.

- (7) Please describe your department's method to ensure its EEO activities and efforts result in service delivery across all sectors of the community (e.g. systems or processes for communication between County agencies and direct contact with community organizations, etc.).

The Department responds to calls/requests for services related to our scope of work, on an as needed basis throughout the County. Inspectors conduct site visits, hold community educational events, give program related trainings and presentations, and represent the Department at fairs and exhibitions. Office and field activities of the Department ensure equal access to services across all sectors of the community without regard to race, color, sex, religion, ancestry, medical condition, natural origin, age, disability, political affiliation or sexual orientation. Language barriers are addressed by utilizing resources within our

Department including staff who speak Punjabi and Spanish, other County Departments, partner agencies, and/or referrals from the County's EEO Unit. The Department's facilities are all ADA compliant.

- (8) For complaints reported in Table 4, if there were any with a finding of *Violation of County Policy*, for each category of complaints (i.e. race, gender, age, etc.) please provide a description of the measures taken to prevent recurrences. Please do not provide specifics regarding the case(s), individual(s) involved, or corrective/disciplinary action taken.

There was one (1) complaint with a Violation of County Policy. The respondent received appropriate disciplinary action. As a result, there has been no subsequent recurrences of the behavior.

**TABLE 1**  
**WORKFORCE COMPARATIVE ANALYSIS**

	Census Data 2010	Census Data 2020	Workforce Composition				Workforce Composition			
			County of Sacramento				Agricultural Commissioner			
			2018 (1)		2023 (2)		2019 Report (3)		2024 Report (4)	
<i>ETHNICITY</i>	%	%	#	%	#	%	#	%	#	%
<b>2 or More Races</b>	4.4%	6.5%	268	2.4%	504	4.2%	0	0.0%	0	0.0%
<b>American Indian/Alaskan Native</b>	1.3%	0.5%	117	1.0%	107	0.9%	0	0.0%	0	0.0%
<b>Asian</b>	13.6%	17.4%	1,710	15.2%	2,070	17.3%	3	11.5%	5	20.0%
<b>Black/African American</b>	10.5%	9.2%	1,368	12.2%	1,360	11.4%	0	0.0%	0	0.0%
<b>Hispanic/Latino</b>	17.9%	23.6%	1,836	16.3%	2,424	20.3%	7	26.9%	5	20.0%
<b>Native Hawaiian/Pacific Islander</b>	1.0%	1.1%	113	1.0%	167	1.4%	0	0.0%	0	0.0%
<b>Other</b>		0.6%								
<b>White/Non-Hispanic</b>	51.4%	41.0%	5,824	51.8%	5,300	44.4%	16	61.5%	15	60.0%
<b>Total</b>	100.0%	100.0%	11,236	100.0%	11,932	100.0%	26	100.0%	25	100.0%
<b>Minority Representation</b>	48.6%	59.0%	5,412	48.2%	6,632	55.6%	10	38.5%	10	40.0%
<b>Female Representation</b>	50.8%	51.1%	5,812	51.7%	6,142	51.5%	15	57.7%	13	52.0%

<sup>1</sup> Sacramento County Workforce as of pay period 26 ending 12/22/2018

<sup>2</sup> Sacramento County Workforce as of pay period 26 ending 12/16/2023

<sup>3</sup> Employed by County of Sacramento as of pay period 26 ending 12/22/2018

<sup>4</sup> Employed by County of Sacramento as of pay period 26 ending 12/16/2023

**TABLE 2.1**  
**JOB CATEGORIES COMPARISON**  
**BETWEEN 2022 AND 2024 REPORTS**

JOB Categories <i>REPORT:</i>		Minority Females		Minority Males		Minority Total		Female Total		Total Employees	
		2022*	2024**	2022*	2024**	2022*	2024**	2022*	2024**	2022*	2024**
1. Officials/ Administrators	#	1	1	7	7	8	8	7	8	18	18
	%	5.6%	5.6%	38.9%	38.9%	44.4%	44.4%	38.9%	44.4%	100.0%	100.0%
2. Professionals	#	2	2	0	0	2	2	2	2	4	4
	%	50.0%	50.0%	0.0%	0.0%	50.0%	50.0%	50.0%	50.0%	100.0%	100.0%
3. Technicians	#	0	0	0	0	0	0	1	1	1	1
	%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%	100.0%	100.0%
4. Protective Services	#										
	%										
5. Para-Professionals	#	0	0	0	0	0	0	1	1	1	1
	%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%	100.0%	100.0%
6. Office/Clerical Workers	#	0	0	0	0	0	0	1	1	1	1
	%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%	100.0%	100.0%
7. Skilled Craft Workers	#										
	%										
8. Service Maintenance	#										
	%										
Total	#	3	3	7	7	10	10	12	13	25	25
	%	12.0%	12.0%	28.0%	28.0%	40.0%	40.0%	48.0%	52.0%	100.0%	100.0%

**TABLE 2**

\* The numbers for the 2022 Report are taken from pay period 26, ending December 18, 2021

\*\* The numbers for the 2024 Report are taken from pay period 26 ending December 16, 2023

**TABLE 2.2**  
**JOB CATEGORIES DETAIL (End of 2023 Data)**

	Female							Female Total	Male							Male Total	Grand Total
	2+	AIAN	ASN	BLK	HIS	NHPI	WHT		2+	AIAN	ASN	BLK	HIS	NHPI	WHT		
<b>DEPARTMENT</b>			1		2		10	13			4		3		5	12	25
<b>41 – Officials/Administrators</b>					1		6	7			3		4		3	11	18
(Agricultural Comm Dir Wts and Measures, Chief Dep Ag Comm Sealer Wts & Measures, Sr Agricultural & Stnds Insp K9 Hdlr, & Sr Agricultural & Stnds Inspector)																	
<b>42 – Professionals</b>			1		1			2							2	2	4
(Admin Svcs Officer 2 & Dep Agric Commis Sealer Wts and Meas)																	
<b>43 – Technicians</b>							1	1									1
(Accounting Technician)																	
<b>45 - Paraprofessionals</b>							1	1									1
(Sr Agricultural & Stnds Program Aide)																	
<b>46 – Admin Support/Office Clerical</b>							1	1									1
(Sr Office Assistant)																	



**TABLE 3.1**  
**Personnel Actions Report**  
**HIRES/RE-HIRES - Permanent Position Employees**  
**(From 01/01/2022 to 12/31/2023)**

<b>NEW HIRES</b>	<b>FEMALE</b>	<b>%</b>	<b>MALE</b>	<b>%</b>	<b>TOTAL</b>	<b>%</b>
White	3	60.0%	0	0.0%	3	60.0%
American Indian/Alaskan Native	0	0.0%	0	0.0%	0	0.0%
Asian	0	0.0%	1	20.0%	1	20.0%
Black	0	0.0%	0	0.0%	0	0.0%
Native Hawaiian/Pacific Islander	0	0.0%	0	0.0%	0	0.0%
2 or More Races	0	0.0%	1	20.0%	1	20.0%
Hispanic	0	0.0%	0	0.0%	0	0.0%
<b>TOTAL MINORITY HIRES</b>	<b>0</b>	<b>0.0%</b>	<b>2</b>	<b>40.0%</b>	<b>2</b>	<b>40.0%</b>
<b>TOTAL NEW HIRES</b>	<b>3</b>	<b>60.0%</b>	<b>2</b>	<b>40.0%</b>	<b>5</b>	<b>100.0%</b>

<b>NEW RE-HIRES</b>	<b>FEMALE</b>	<b>%</b>	<b>MALE</b>	<b>%</b>	<b>TOTAL</b>	<b>%</b>
White	0	0.0%	0	0.0%	0	0.0%
American Indian/Alaskan Native	0	0.0%	0	0.0%	0	0.0%
Asian	0	0.0%	0	0.0%	0	0.0%
Black	0	0.0%	0	0.0%	0	0.0%
Native Hawaiian/Pacific Islander	0	0.0%	0	0.0%	0	0.0%
2 or More Races	0	0.0%	0	0.0%	0	0.0%
Hispanic	0	0.0%	0	0.0%	0	0.0%
<b>TOTAL MINORITY RE-HIRES</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL RE-HIRES</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>100.0%</b>

**COMMENTS FOR TABLE 3.1**

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There were no new re-hires during this period.

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**TABLE 3.2**  
**Personnel Action Report**  
**TERMINATIONS – Permanent Position Employees**  
**(From 01/01/2022 to 12/31/2023)**

<b>TERMINATIONS</b>	<b>FEMALE</b>	<b>%</b>	<b>MALE</b>	<b>%</b>	<b>TOTAL</b>	<b>%</b>
White	2	40.0%	1	20.0%	3	60.0%
American Indian/Alaskan Native	0	0.0%	0	0.0%	0	0.0%
Asian	0	0.0%	0	0.0%	0	0.0%
Black	0	0.0%	0	0.0%	0	0.0%
Native Hawaiian/Pacific Islander	0	0.0%	0	0.0%	0	0.0%
2 or More Races	0	0.0%	1	20.0%	1	20.0%
Hispanic	0	0.0%	1	20.0%	1	20.0%
<b>TOTAL MINORITY TERMINATIONS</b>	<b>0</b>	<b>0.0%</b>	<b>2</b>	<b>40.0%</b>	<b>2</b>	<b>40.0%</b>
<b>TOTAL TERMINATIONS</b>	<b>2</b>	<b>40.0%</b>	<b>3</b>	<b>60.0%</b>	<b>5</b>	<b>100.0%</b>

<b>REASON TERMINATED</b>	<b>Number</b>	<b>% of Total</b>	<b># of Female</b>	<b># of Minority</b>
RETIRED OR DISABILITY RETIREMENT	3	60%	1	1
RESIGN OTHER EMPLOYMENT	1	20%	1	0
EMPLOYEE INITIATED / NO REASON GIVEN	0	0%	0	0
DECEASED	0	0%	0	0
LAI D OFF/REDUCTION IN FORCE	0	0%	0	0
DISCIPLINARY, PENDING DISCIPLINE OR RELEASE FROM PROBATION	1	20%	0	1
AUTOMATIC RESIGNATION	0	0%	0	0
OTHER– Please list:	0	0%	0	0
Totals:	<b>5</b>	<b>100%</b>	<b>2</b>	<b>2</b>

**COMMENTS FOR TABLE 3.2**

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**TABLE 3.4**  
**Personnel Action Report**  
**PROMOTIONS/DEMOTIONS - Permanent Positions**  
**(From 01/01/2022 to 12/31/2023)**

<b>PROMOTIONS</b>	<b>FEMALE</b>	<b>%</b>	<b>MALE</b>	<b>%</b>	<b>TOTAL</b>	<b>%</b>
White	0	0.0%	1	20.0%	1	20.0%
American Indian/Alaskan Native	0	0.0%	0	0.0%	0	0.0%
Asian	1	20.0%	1	20.0%	2	40.0%
Black	0	0.0%	0	0.0%	0	0.0%
Native Hawaiian/Pacific Islander	0	0.0%	0	0.0%	0	0.0%
2 or More Races	0	0.0%	0	0.0%	0	0.0%
Hispanic	1	20.0%	1	20.0%	2	40.0%
<b>TOTAL MINORITY PROMOTIONS</b>	<b>2</b>	<b>40.0%</b>	<b>2</b>	<b>0.0%</b>	<b>4</b>	<b>80.0%</b>
<b>TOTAL PROMOTIONS</b>	<b>2</b>	<b>40.0%</b>	<b>3</b>	<b>60.0%</b>	<b>5</b>	<b>100.0%</b>

<b>DEMOTIONS</b>	<b>FEMALE</b>	<b>%</b>	<b>MALE</b>	<b>%</b>	<b>TOTAL</b>	<b>%</b>
White	0	0.0%	0	0.0%	0	0.0%
American Indian/Alaskan Native	0	0.0%	0	0.0%	0	0.0%
Asian	0	0.0%	0	0.0%	0	0.0%
Black	0	0.0%	0	0.0%	0	0.0%
Native Hawaiian/Pacific Islander	0	0.0%	0	0.0%	0	0.0%
2 or More Races	0	0.0%	0	0.0%	0	0.0%
Hispanic	0	0.0%	0	0.0%	0	0.0%
<b>TOTAL MINORITY DEMOTIONS</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL DEMOTIONS</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0.0%</b>

**COMMENTS FOR TABLE 3.4**

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There were no demotions during this reporting period.

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**TABLE 4**  
**Discrimination/Harassment Complaint Activity**  
(From 01/01/2022 to 12/31/2023)

*The purpose of this section is to provide the Committee with an overview of the department’s complaint activity. Please supply information pertaining to the last 12 months if the department is reviewed annually or the last two years if the department is reviewed bi-annually.*

Complaint Types	In House				Outside Investigator				CRD or EEOC		Total Allegat.
	Violation	No Violation	Insuff Evid	On-going	Violation	No Violation	Insuff Evid	On-going	Closed	On-going	
Age											
Disability/Medical Condition/Genetic Information											
Marital Status											
Pregnancy											
Political Affiliation or Beliefs											
Race/Color/National Origin/Ancestry											
Religion	A										1
Retaliation											
Sex/Gender	A										1
Sexual Orientation											
<b>TOTAL Allegations:</b>	2										<b>2</b>

Note: Use an alpha to represent each complaint. **[Agricultural Commissioner had a total of 1 COMPLAINT]**  
i.e. Employee Smith files a complaint involving Gender / Disability. You would place alpha A in columns Gender and Disability.  
Employee Lopez files a complaint involving Religion / Race. You would place alpha B in columns Religion and Race  
This information is collected for use by the Equal Employment Opportunity Advisory Committee to tabulate the County’s total annual number of complaints.