

**2024 ANNUAL
WORKFORCE STATISTICS REPORT**

Sheriff

Jim Cooper, Sheriff

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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 Sacramento County Sheriff’s Office is the primary law enforcement agency for the unincorporated areas of Sacramento County. The mission of the Sacramento County Sheriff’s Office is the protection of life and property, the preservation of the public peace and the enforcement of the law in partnership with our communities. In recognition of our mission, the Sacramento County Sheriff’s Office enforces the laws which govern our society, including Federal, State, and local statutes. The laws are enforced in a just manner, without prejudice.

The Sheriff’s Office is divided into service areas designed to meet the needs of the diverse and varied Sacramento community. The service areas include: The Office of the Sheriff, the Office of the Undersheriff, Support Services, Correctional Services, Contract and Regional Services, and Field and Investigative Services.

Additionally, the Sheriff’s Office provides law enforcement services on a contractual basis to the City of Rancho Cordova, the Sacramento International Airport and the Superior Court of California – Sacramento County.

- (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 Sacramento County Sheriff’s Office adheres to Sacramento County Employment Services Division’s rules and regulations. Every applicant must complete a County application and the corresponding job examination process. Upon completion of the application and testing process, each candidate is ranked by the Sacramento County Employment Services Division and a certification list (eligibility list) is generated. If the candidate is within the top three (3) ranks, they are eligible for hire.

Deputy Sheriff / Deputy Sheriff Recruit

The Sacramento County Sheriff’s Office’s Pre-Employment/Recruiting Unit receives the certification list. Based upon this list, candidates are invited to participate in the Physical Ability Testing portion of the process. If the candidate is successful at meeting the minimum standards set forth in the Physical Ability Test, they are invited to complete a Pre-Employment Pre-Questionnaire (PEPQ). The Pre-Employment/Recruiting Unit reviews each PEPQ, ensuring minimum qualifications are met. Candidates that appear to meet the Peace Officer Standards and Training background dimensions are invited to complete the Personal History Statement questionnaire (PHS).

If the candidate is selected for the background process, an investigation is conducted focusing on several areas of the candidate's personal history, including: prior/present employment, military service, credit check, rental history, drug usage, driving record (citations/accidents), personal/professional reference checks and neighborhood canvasses.

Additionally, the candidates must complete a Computer Voice Stress Analyzer (CVSA) examination to verify the information the candidate provided in the PHS. Upon completion of a CVSA, the assigned background investigator conducts a Personal Assessment Interview with the candidate. This interview is to discuss any inconsistencies developed during the investigation or answer any questions the investigator may have regarding the candidate's background information.

If the candidate is successful in the background process, a conditional offer of employment is extended. The conditional offer is contingent upon the candidate passing the applicable medical and physical examinations.

The Sacramento County Sheriff's Office offers a variety of programs designed to assist candidates with successfully completing the selection and hiring process. These programs include multiple venues and methods.

The Sacramento County Sheriff's Office recognizes the need to constantly review and revamp practices and procedures in order to move forward with generational and populace changes. Therefore, the Pre-Employment/Recruiting Unit continues to review their outreach practices. Efforts are made to identify new and innovative techniques to target a larger and more diverse group of people from which to recruit for all classifications within the Sacramento County Sheriff's Office.

In February of 2023, the Sheriff's Office added two full-time Deputy Sheriff Recruiters responsible for recruiting quality diverse candidates for the various open positions within the Sheriff's Office.

The Sheriff's Office along with the Recruiters have continued to design, implement and improve outreach programs. We have continued our support and participation in the Links to Law Enforcement program. The Links to Law Enforcement program is supported by multiple law enforcement agencies and introduces candidates to the variety of career paths associated with Law Enforcement.

Additionally, the Sacramento County Sheriff's Office continues to offer SPARTA (Sheriff's Pre-Academy Recruit Training Activities). SPARTA has a component of physical training, which mirrors current academy practices, along with a weekly presentation outlining some of the curriculum recruits will encounter as part of attending an academy.

The Pre-Employment/Recruiting Unit also offers an Interview Seminar. The Interview Seminar is a one-day workshop hosted by the Recruitment Unit which offers tips and practical exercises to help candidates successfully navigate the interview process.

The new Recruiters have implied our Open Doors event held once a month. This is a presentation which educates candidates on the job opportunities available throughout the Sheriff's Office. In the course of this presentation, the application process, selection

process and background process are broken down for both sworn and professional staff candidates.

Candidates are also given an opportunity to ask questions regarding employment with the Sheriff's Office. Seminars are also offered for specific positions. In these seminars, employees assigned in the specific position conduct a presentation regarding the position, and answer questions. Candidates are also given information regarding the specific background requirements and process for the position.

In order to help candidates successfully pass the entry level law enforcement exam required to attend the law enforcement academy, the Sacramento County Sheriff's Office is offering monthly PELLETB exams. Candidates may take the exam every 30 days. The Sheriff's Office is also providing study resources to candidates struggling with the exam. Free PELLETB Workshops are being held, presented by professor who is an expert on the PELLETB exam. To help candidates successfully pass the required Physical Ability Test, practice session at the Sacramento Sheriff's Academy are offered as well. Sheriff's Academy staff and the Sheriff's Recruiters teach candidates techniques to help the candidate pass the Physical Ability Test.

The Sacramento County Sheriff's Office has started various youth services programs in diverse areas within Sacramento County. These programs include a Law Academy at Florin High School and other youth outreach programs. The Law Academy offers students the opportunity to learn about the various careers in law enforcement. Several of the Youth Services Deputies are also Auxiliary Recruiters for the Sheriff's Office. These Deputies continually provide information regarding a potential career with the Sacramento Sheriff's Office to students as well as their family members.

The Sacramento County Sheriff's Office has a volunteer program which includes student interns. This program includes partnerships with California State University, Sacramento, American River College, Folsom Community College and Sacramento City College. Many of the student interns' transition to the volunteer program and eventually are hired in various Sheriff's Office positions. The Sacramento County Sheriff's Office recently started offering paid student intern positions.

All of these programs were innovations designed to educate the Sacramento community regarding careers in Law Enforcement and to continually widen the draw from an everchanging pool of candidates.

- (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.

2023 Sacramento Sheriff's Office Recruiting Events

Date

Event

01/04/2023 Practice Physical Ability Session
 01/08/2023 PELLETB Testing/Recruiting Presentation
 01/12/2023 Practice Physical Ability Session
 01/16/2023 Martin Luther King March
 01/31/2023 PELLETB Testing/Recruiting Presentation - Make-up
 02/01/2023 Practice Physical Ability Session
 02/05/2023 PELLETB Testing/Recruiting Presentation
 02/12/2023 Practice Physical Ability Session
 02/16/2023 Del Campo High School Career Day
 02/17/2023 Law Enforcement Hiring Expo
 03/01/2024 Practice Physical Ability Session
 03/05/2023 PELLETB Testing/Recruiting Presentation
 03/08/2023 Fresno Regional Academy- Non-Affiliate Recruitment
 03/09/2023 Bradshaw Christian High School Career Day
 Presentation
 03/09/2023 Practice Physical Ability Session
 Sheriff's 911 Call Dispatcher Testing & Recruiting
 Presentation
 03/14/2023 Presentation
 03/22/2023 Diablo Valley College Spring Career Fair
 03/24/2023 Military Hiring Fair - Boots to Books
 03/28/2023 Oakmont High School Career and Job Fair
 03/28/2023 Sac State CSO Presentation
 03/29/2023 Recruiting Presentation at Sac State (Professor Morse)
 03/30/2023 Highlands High School Career Day
 03/31/2023 Run with SSO Recruiting Event
 04/02/2023 Army Reserves Recruiting
 04/03/2023 LECS Presentation Sacramento State
 04/04/2023 Sacramento State Spring All Majors Career Fair
 04/05/2023 Recruiting Presentation at Sac State (Professor
 Williams)
 04/05/2023 William Jessup University - Career & Internship EXPO
 04/05/2023 Practice Physical Ability Session
 04/06/2023 Recruiting Presentation at Sac State (Professor
 Prichard)
 04/08/2023 Easter Eggstravaganza - Fair Oaks Park
 04/12/2023 American River College Spring Career Fair
 04/13/2023 Sacramento State CSO Presentation
 Sacramento State Presentation Professor McDonald
 04/13/2023 Women Studies
 04/13/2023 Practice Physical Ability Session
 04/14/2023 LECS -Sacramento State - Sheriff's Training Academy
 04/15/2023 Laotian New Year Celebration - Recruiting Booth
 04/16/2023 PELLETB Testing/Recruiting Presentation
 04/16/2023 Cambodian New Year Celebration - Recruiting Booth
 04/19/2023 UC Davis Spring Internship and Career Fair
 04/21/2023 LECS Sacramento State Fitness Workout
 04/21/2023 LECS Sacramento State Report Writing Presentation
 04/21/2023 Tabling at Signature Cuts Barbershop

04/22/2023 SPARTA Run - Elk Grove Regional Park
 04/25/2023 March on the Capitol
 04/26/2023 Sutter Health Hospital Security - Recruiting Presentation
 04/27/2023 SacJobs Spring Career Fair
 04/27/2023 Sacramento Sheriff's Office Open Doors Recruiting
 Event
 04/28/2023 LECS Sacramento State Fitness Workout
 05/02/2023 Sacramento City College - CSO Presentation
 05/02/2023 Sheriff's Records Officer Seminar - Recruiting
 Presentation
 05/03/2023 Physical Ability Practice Session
 05/04/2023 Sacramento State Presentation - Professor Pritchard
 05/05/2023 Country in the Park - Recruiting Booth
 05/06/2023 Country in the Park - Recruiting Booth
 05/07/2023 PELLETB Testing - Recruiting Presentation
 05/09/2023 Sutter Health Security Guard Recruiting Presentation
 05/11/2023 Veterans Career & Resource Fair
 05/11/2023 Practice Physical Ability Session
 05/12/2023 LECS Sacramento State Graduation
 05/13/2023 Foodieland Cal Expo - Recruiting Booth
 05/20/2023 Kick Off the Summer - Recruiting
 05/20/2023 Academy Open House - Recruiting Table
 06/04/2023 Scoop with Coop - Recruiting Table
 06/06/2023 Sutter Health Security Guard Recruiting Presentation
 06/07/2023 Practice Physical Ability Session
 06/07/2023 Arden Fair Mall Security Guard Recruiting Presentation
 06/08/2023 Tulare Kings County Academy Recruiting Presentation
 06/09/2023 Marine Corp Reserves Presentation
 06/10/2023 SPARTA
 06/11/2023 PELLETB Testing - Recruiting Presentation
 06/13/2023 Citizen's Academy Graduation - Recruiting Table
 06/14/2023 San Joaquin County Sheriff's Academy - Recruiting
 Presentation
 06/15/2023 Practice Physical Ability Session
 06/16/2023 American River College Football Team - Recruiting
 Presentation
 06/16/2023 Boots to Books Military Career Fair
 06/17/2023 SPARTA - Sheriff's Academy
 06/22/2023 Rancho Cordova Chamber of Commerce Business
 Expo/Job Fair
 06/22/2023 SSO Citizen Academy Tour
 06/23/2023 Sacramento Law Enforcement Hiring Expo
 06/24/2023 SPARTA - Sheriff's Academy
 07/01/2023 Red, White & Blue Festival - Recruiting Booth
 07/05/2023 Practice Physical Ability Session
 07/07/2023 Old Sacramento Recruiting Tabling
 07/08/2023 SPARTA Run - McKinley Park
 07/09/2023 PELLETB Testing - Recruiting Presentation

07/10/2023 Travis Air Force Base TAPS Recruiting Presentation
 07/13/2023 Practice Physical Ability Session
 07/14/2023 Westfield Galleria Recruiting Tabling
 07/15/2023 Doey Day Festival - Recruiting Booth
 07/18/2023 American River College Football Team - Recruiting
 Presentation
 07/20/2023 PELLETB Testing - Recruiting Presentation
 07/21/2023 Westfield Galleria Recruiting Tabling
 07/22/2023 SPARTA - Sheriff's Academy
 08/02/2023 Practice Physical Ability Session
 08/02/2023 Yuba College Police Academy Recruiting Presentation
 08/03/2023 South Bay Public Safety Academy Recruiting
 Presentation
 08/04/2023 NLPOA Golf Tournament - Recruiting Table
 08/05/2023 Sacramento Navy Reserves Recruiting Presentation
 08/06/2023 Air Force Reserve Recruiting Presentation
 08/06/2023 PELLETB Testing - Recruiting Presentation
 08/07/2023 Siskiyou Academy Recruiting Presentation
 08/08/2023 College of San Mateo Academy Recruiting Presentation
 08/10/2023 Practice Physical Ability Session
 08/11/2023 SPARTA - Sheriff's Academy
 08/16/2023 Butte Academy Recruiting Presentation
 08/18/2023 SPARTA - Sheriff's Academy
 08/21/2023 Travis Air Force Base TAPS Recruiting Presentation
 08/24/2023 SacJobs Spring Career Fair
 08/25/2023 LECS Orientation - Sacramento State
 08/26/2023 SPARTA Run - McKinley Park
 08/29/2023 Job Corps Security Office Presentation
 08/31/2023 Sacramento Sheriff's Office Open Doors Recruiting
 Event
 09/06/2023 Practice Physical Ability Session
 09/06/2023 Multicultural Business & Career Expo
 09/07/2023 Sacramento Regional Law Enforcement Training Center
 Presentation
 09/08/2023 LECS Sacramento State Fitness Workout
 09/08/2023 LECS Sacramento State Pre-Employment Presentation
 09/09/2023 SPARTA - Sheriff's Academy
 09/10/2023 PELLETB Testing - Recruiting Presentation
 09/14/2023 Practice Physical Ability Session
 09/14/2023 San Bernardino Valley College - Recruiting Presentation
 09/14/2023 Sacramento City College - Criminal Justice Students
 Presentation
 09/15/2023 Rio Hondo Academy - Recruiting Presentation
 09/16/2023 Aloha Festival - Recruiting Booth
 09/19/2023 Sacramento City College - Recruiting Presentation
 09/20/2023 Delta College Law Enforcement Academy - Recruiting
 Presentation

09/22/2023 LECS Sacramento State Fitness Workout
 09/22/2023 Sacramento State Black Org Night
 09/23/2023 California Capital Airshow - Recruiting Booth
 09/23/2023 SPARTA - Sheriff's Academy
 09/24/2023 California Capital Airshow - Recruiting Booth
 09/27/2023 CSU- Chico Job Fair - Recruiting Booth
 09/29/2023 LECS Sacramento State Fitness Workout
 09/29/2023 LECS Sacramento State Main Jail Tour
 09/30/2023 SPARTA Run - McKinley Park
 10/03/2023 Sacramento State Fall Job & Internship Fair - Recruiting
 Table
 10/04/2023 Sacramento State Fall Job & Internship Fair - Recruiting
 Table
 10/04/2023 Practice Physical Ability Session
 10/06/2023 LECS Sacramento State - Academy Tour
 10/07/2023 Find CA Missing - Sacramento State - Recruiting Table
 10/09/2023 Diversity Job & Career Fair - Recruiting Table
 10/10/2023 Sacramento Sheriff's Academy Tour
 10/11/2023 American River College Career Fair - Recruiting Table
 10/12/2023 Practice Physical Ability Session
 10/13/2023 LECS Sacramento State Fitness Workout
 10/13/2023 LECS Sacramento State - Main Jail Tour
 10/14/2023 Sportsman's Expo Roseville - Recruiting Table
 10/15/2023 PELLETB Testing - Recruiting Presentation
 10/17/2023 SPARTA - Interview Preparation
 10/18/2023 Tulare Kings County Training Academy - Recruiting
 Presentation
 10/20/2023 LECS Sacramento State Fitness Workout
 10/21/2023 SPARTA - Sheriff's Academy
 10/22/2023 PELLETB Preparation Seminar
 10/25/2023 Chico State University - Career Fair
 10/27/2023 LECS Sacramento State Fitness Workout
 10/28/2023 SPARTA - Sheriff's Academy
 11/01/2023 Practice Physical Ability Session
 11/02/2023 Community Services Officer I/II Seminar
 11/03/2023 Pathways Class Recruiting Presentation
 11/03/2023 Justice Beyond the Court Room - Recruiting Table
 11/08/2023 Practice Physical Ability Session
 11/08/2023 Sacramento State Criminal Justice Recruiting
 Presentation
 11/09/2023 Practice Physical Ability Session
 11/12/2023 PELLETB Testing - Recruiting Presentation
 11/16/2023 PELLETB Testing - Recruiting Presentation
 11/18/2023 Sacramento Sheriff's Office Regional Toy Drive

 Sacramento State University Recruiting Presentation -
 11/21/2023 Douglas Hall
 11/30/2023 Sacramento State CSO Presentation

12/02/2023 SPARTA Run - McKinley Park
 12/06/2023 Practice Physical Ability Session
 12/08/2023 Sacramento Law Enforcement Hiring Expo
 12/09/2023 Santa Parade - City of Sacramento
 12/09/2023 SPARTA - Sheriff's Academy
 12/13/2023 San Joaquin Delta College Academy - Recruiting Presentation
 12/14/2023 Practice Physical Ability Session
 12/16/2023 Shop with a Cop
 12/16/2023 SPARTA - Sheriff's Academy
 12/16/2023 Sacramento Sheriff's Office Community Academy Cohort
 12/28/2023 Sacramento County Sheriff's Office - Open Doors

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

The Sacramento County Sheriff's Office advertises its job vacancies on the following websites:

- Sacramento Sheriff's Office – www.sacsheriff.com
- SacJobs – www.Sacjobs.com
- CalJobs – www.caljobs.ca.gov
- ArmyPaYS Program – www.armypays.com
- CSU, Sacramento - www.csus.edu/careercenter/Employers/hornet-career-connection.html
- Los Rios Community College - www.losrios.edu/lrc/lincs.php
- Napa Valley College - www.napavalley.edu/studentservices/CareerCenter/Pages/ServicesEmployers.aspx
- Eventbrite – www.eventbrite.com
- Sierra College – www.sierracollege.edu
- University of the Pacific – www.pacific.edu
- Russian American Media – www.russianamericanmedia.com
- Sacramento Urban League – www.gsul.org
- Work for Warriors – www.workforwarriors.org
- Social Media posts (Twitter, Facebook, Instagram)
- LinkedIn – www.linkedin.com
- Sacramento County Jobs/Neo Gov – www.governmentjobs.com
- Boots to Books News Letter
- CSUS

(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 Sacramento County Sheriff's Office and the County of Sacramento Employment Services Division's website offer continuous information on current open positions, upcoming promotional exams and career advancement opportunities. The Sacramento County Sheriff's Office also provides employees with information about courses hosted by local educational institutions which offer opportunities to increase an employee's knowledge/eligibility for promotion.

There are several diverse organizations offering mentoring and career development to their members including, but not limited to: The National Organization of Black Law Enforcement Executives, Asian Peace Officers Association, National Latino Peace Officers Association and the International Association of Women Police.

In addition to the above organizations, many supervisors and managers within the Sacramento County Sheriff's Office provide one on one mentoring to employees. For specific promotional opportunities, such as the Sergeant and Lieutenant exams, the Sacramento County Sheriff's Office offers a variety of venues to assist all eligible department employees in preparing for the examination process. There are links on the Sacramento County Sheriff's Office internal webpage which provide "supervisor resources".

These links offer a variety of documents utilized by the Sacramento County Sheriff's Office to help select and train promotional candidates. Current command staff and management members make themselves available to review applications and conduct one on one mentoring for candidates. Internal leadership training classes are offered, to help prepare employees for the step into supervising/management positions. An Orientation and Interview Preparation Seminar was also offered to Professional Staff interviewing for the Sheriff's Records Officer I position.

One of the training classes offered to Sheriff's employees is the Sheriff's Leadership Program (SLP) offered twice a year. SLP is a 48 hours seminar designed to enhance leadership competencies. Topics include Transformational Leadership, Everyday Leadership, and leading Diversity.

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

The Sacramento County Sheriff's Office is committed to the goal of equal access by all citizens to Sacramento County employment, services and benefits. It is the policy of the Sacramento County Sheriff's Office that no person shall be unlawfully denied such employment opportunities, services, or benefits. Additionally, no applicant shall be subjected to unlawful discrimination in any of the Sacramento County Employment Office or the Sacramento County Sheriff's Office programs or activities.

The priority of the Sheriff's Office is to prohibit discrimination. No person employed by or otherwise under the direction and control of the Sacramento County Sheriff's Office shall engage in any act that illegally discriminates against any person or protected group. We work to prevent discrimination before it occurs through outreach, partnership, education and technical assistance. Policies are distributed to all new employees during New Employee Orientation. On-going training and education are conducted annually. Complaint

policies and procedures are also available on the Sacramento County Sheriff's Office intranet site.

- (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)
- (8) The Sheriff's Office is dedicated to maintaining collaborative relationships between County agencies. Supportive training is conducted and attended by multiple County agencies to ensure consistent application of processes. Service delivery for citizen complaints regarding a discriminatory act, policy, order, procedure or practice unrelated to employment matters are received and investigated.

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.

The Sheriff's Office takes several measures to prevent recurrences. In addition to the required 2-hour County sexual harassment/discrimination training, the Sheriff's Office conducts additional supervisor and management training in sexual harassment and discrimination which includes preventative measures. There are two Sheriff's Office Fair Employment Officers (FEO) tasked to deal with Equal Employment Opportunity issues. The FEO is a resource for employees, supervisors, and managers who is available for consultation, informal advice, mediation, investigations, and other services.

Specific measures to prevent recurrences include issuance of a Cease & Desist order to SSO employees, discipline, corrective action, adverse action up to and including termination, and providing information to outside employers for investigation of non-SSO personnel. Additionally, the FEO, supervisors and managers monitor employees involved in complaints to prevent recurrences. The FEO maintains all historical complaints in a trackable database to ensure patterns of sexual harassment and discrimination are discovered and the appropriate action is taken.

TABLE 1
WORKFORCE COMPARATIVE ANALYSIS

	Census Data 2010	Census Data 2020	Workforce Composition				Workforce Composition			
			County of Sacramento				Sheriff			
			2018 (1)		2023 (2)		2019 Report (3)		2024 Report (4)	
<i>ETHNICITY</i>	%	%	#	%	#	%	#	%	#	%
2 or More Races	4.4%	6.5%	268	2.4%	504	4.2%	28	1.5%	56	2.8%
American Indian/Alaskan Native	1.3%	0.5%	117	1.0%	107	0.9%	24	1.3%	26	1.3%
Asian	13.6%	17.4%	1,710	15.2%	2,070	17.3%	178	9.4%	223	11.1%
Black/African American	10.5%	9.2%	1,368	12.2%	1,360	11.4%	109	5.8%	111	5.5%
Hispanic/Latino	17.9%	23.6%	1,836	16.3%	2,424	20.3%	279	14.7%	388	19.4%
Native Hawaiian/Pacific Islander	1.0%	1.1%	113	1.0%	167	1.4%	14	0.7%	20	1.0%
Other		0.6%								
White/Non-Hispanic	51.4%	41.0%	5,824	51.8%	5,300	44.4%	1,262	66.6%	1,178	58.8%
Total	100.0%	100.0%	11,237	100.0%	11,932	100.0%	1,894	100.0%	2,002	100.0%
Minority Representation	48.6%	59.0%	5,412	48.2%	6,632	55.6%	632	33.4%	824	41.2%
Female Representation	50.8%	51.1%	5,812	51.7%	6,142	51.5%	606	32.0%	637	31.8%

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

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

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

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

TABLE 2.1
JOB CATEGORIES COMPARISON
BETWEEN 2023 AND 2024 REPORTS

JOB Categories		Minority Females		Minority Males		Minority Total		Female Total		Total Employees	
		2023*	2024**	2023*	2024**	2023*	2024**	2023*	2024**	2023*	2024**
1. Officials/Administrators	#	3	3	3	3	6	6	7	7	15	17
	%	20.0%	17.6%	20.0%	17.6%	40.0%	35.3%	46.7%	41.2%	100.0%	100.0%
2. Professionals	#	13	15	24	24	37	39	50	50	140	139
	%	9.3%	10.8%	17.1%	17.3%	26.4%	28.1%	35.7%	36.0%	100.0%	100.0%
3. Technicians	#	12	13	42	40	54	53	42	45	186	194
	%	6.5%	6.7%	22.6%	20.6%	29.0%	27.3%	22.6%	23.2%	100.0%	100.0%
4. Protective Services	#	77	79	404	417	481	496	174	177	1190	1189
	%	6.5%	6.6%	33.9%	35.1%	40.4%	41.7%	14.6%	14.9%	100.0%	100.0%
5. Para-Professionals	#	1	1	0	0	1	1	2	2	2	2
	%	50.0%	50.0%	0.0%	0.0%	50.0%	50.0%	100.0%	100.0%	100.0%	100.0%
6. Office/Clerical Workers	#	171	176	34	39	205	215	355	350	441	440
	%	38.8%	40.0%	7.7%	8.9%	46.5%	48.9%	80.5%	79.5%	100.0%	100.0%
7. Skilled Craft Workers	#	0	0	0	0	0	0	0	0	2	2
	%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%
8. Service Maintenance	#	9	5	7	9	16	14	10	6	21	19
	%	42.9%	26.3%	33.3%	47.4%	76.2%	73.7%	47.6%	31.6%	100.0%	100.0%
Total	#	286	292	514	532	800	824	640	637	1997	2002
	%	14.3%	14.6%	25.7%	26.6%	40.1%	41.2%	32.0%	31.8%	100.0%	100.0%

* The numbers for the 2023 Report are taken from pay period 26, ending December 17, 2022

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

TABLE 2

TABLE 2.2
JOB CATEGORIES DETAIL (End of 2023 Data)

	Female							Female Total	Male							Male Total	Grand Total
	2 +	AIA N	AS N	BL K	HI S	NHP I	WH T		2 +	AIA N	AS N	BL K	HI S	NHP I	WH T		
Sheriff	21	12	69	45	139	6	345	637	35	14	154	66	249	14	833	1365	2002
41 – Officials/Administrators			1		2		4	7			1		2		7	10	17
(Accounting Mgr, Admin Svcs Officer 3, Chief Departmental Admin Svcs, Food Service Program Mgr, Human Resources Manager 2, Information Technology Mgr, Sheriff Chief Deputy, Sheriff Records Mgr, & Sr Accounting Mgr)																	
42 – Professionals			4	6	4	1	35	50	1	2	7	4	10		65	89	139
(Admin Svcs Officer 1, Admin Svcs Officer 2, Crime & Intel Analysis Program Coord, Crime & Intel Analyst, Human Svcs Soc Wkr Mstr Dgr, Human Svcs Social Wkr, Human Svcs Social Wkr Rng B, Info Tech Applications Analyst 3, Info Tech Applications Analyst Lv 2, Info Tech Infrastructure Analyst 3, Info Tech Infrastructure Analyst Lv 1, Info Tech Infrastructure Analyst Lv 2, Personnel Analyst, Sheriff Captain, Sheriff Correct Facility Rec Spec, Sheriff Correct Facility Rec Supv, Sheriff Lieutenant, Sr Accountant, Sr Crime & Intel Analyst, Sr Information Technology Analyst HOLD, Sr Personnel Analyst, & Supv Information Technology Analyst)																	
43 – Technicians	1	1	4	3	4		32	45		1	14	6	19		109	149	194
(Accounting Technician, Electronics Technician, Info Tech Systems Supp Spec Lv 2, Sheriff Records Officer 3, Sheriff Sergeant, & Telecommunications Systems Tech Lv 2)																	
44 – Protective Service Workers	7	5	17	8	42		98	177	26	10	114	52	203	12	595	1012	1189
(Deputy Sheriff Recruit, Deputy Sheriff Rng A, Deputy Sheriff Rng B, Sheriff Security Officer, Sheriffs Community Services Officer 1, & Sheriffs Community Services Officer 2)																	
45 – Paraprofessionals					1		1	2									2
(Personnel Technician)																	
46 – Admin Support/Office Clerical	13	6	42	27	83	5	174	350	7	1	16	3	10	2	51	90	440
(Account Clerk Lv 2, Collection Svcs Agent Lv 2, Forensic Identification Specialist Lv 2, Office Assistant Lv 2, Office Specialist Lv 2, Personnel Specialist Lv 2, Process Server, Sheriff 911 Call Dispatcher, Sheriff Communication Dispatcher Lv 1, Sheriff Communication Dispatcher Lv 2, Sheriff Jail Librarian, Sheriff Records Officer 1, Sheriff Records Officer 2, Sheriff Records Specialist Lv 2, Sr Office Assistant, Sr Office Asst Conf, Sr Sheriff Records Specialist, Stock Clerk, & Supv Forensic Identification Specialist)																	
47 – Craft Workers															2	2	2
(Equipment Technician & Sr Equipment Technician)																	

48 – Service/Maintenance			1	1	3		1	6	1		2	1	5		4	13	19
(Baker, Food Service Cook, Food Service Supervisor, & Sr Food Service Cook)																	

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

NEW HIRES	FEMALE	%	MALE	%	TOTAL	%
White	25	13.7%	52	28.4%	77	42.1%
American Indian/Alaskan Native	1	0.6%	3	1.6%	4	2.2%
Asian	10	5.5%	23	12.6%	33	18.0%
Black	6	3.3%	7	3.8%	13	7.1%
Native Hawaiian/Pacific Islander	2	1.1%	2	1.1%	4	2.2%
2 or More Races	3	1.6%	3	1.6%	6	3.3%
Hispanic	14	7.6%	32	17.5%	46	25.1%
TOTAL MINORITY HIRES	36	19.7%	70	38.2%	106	57.9%
TOTAL NEW HIRES	61	33.4%	122	66.6%	183	100.0%

NEW RE-HIRES	FEMALE	%	MALE	%	TOTAL	%
White	2	22.2%	4	44.5%	6	66.7%
American Indian/Alaskan Native	0	0.0%	0	0.0%	0	0.0%
Asian	0	0.0%	1	11.1%	1	11.1%
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	1	11.1%	1	11.1%	2	22.2%
Hispanic	0	0.0%	0	0.0%	0	0.0%
TOTAL MINORITY RE-HIRES	1	11.1%	2	22.2%	3	33.3%
TOTAL RE-HIRES	3	33.3%	6	66.4%	9	100.0%

COMMENTS FOR TABLE 3.1

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

TERMINATIONS	FEMALE	%	MALE	%	TOTAL	%
White	30	19.2%	58	37.2%	88	56.4%
American Indian/Alaskan Native	1	0.6%	1	0.6%	2	1.2%
Asian	12	7.7%	10	6.4%	22	14.1%
Black	6	3.9%	8	5.2%	14	9.1%
Native Hawaiian/Pacific Islander	0	0.0%	0	0.0%	0	0.0%
2 or More Races	3	1.9%	3	1.9%	6	3.8%
Hispanic	4	2.6%	20	12.8%	24	15.4%
TOTAL MINORITY TERMINATIONS	26	16.7%	42	26.9%	68	43.6%
TOTAL TERMINATIONS	56	35.9%	100	64.1%	156	100.0%

REASON TERMINATED	Number	% of Total	# of Female	# of Minority
RETIRED OR DISABILITY RETIREMENT	85	%	27	29
RESIGN OTHER EMPLOYMENT	0	%	0	0
EMPLOYEE INITIATED / NO REASON GIVEN	58	%	25	31
DECEASED	2	%	2	0
LAI D OFF/REDUCTION IN FORCE	0	%	0	0
DISCIPLINARY, PENDING DISCIPLINE OR RELEASE FROM PROBATION	9	%	2	7
AUTOMATIC RESIGNATION	0	%	0	0
OTHER– Please list:	2	%	0	1
Totals:	156	100%	56	68

COMMENTS FOR TABLE 3.2

TABLE 3.4
Personnel Action Report
PROMOTIONS/DEMOTIONS - Permanent Positions

PROMOTIONS	FEMALE	%	MALE	%	TOTAL	%
White	26	17.7%	51	34.7%	77	52.4%
American Indian/Alaskan Native	2	1.4%	0	0.0%	2	1.4%
Asian	5	3.4%	16	10.9%	21	14.3%
Black	4	2.7%	3	2.0%	7	4.7%
Native Hawaiian/Pacific Islander	0	0.0%	0	0.0%	0	0.0%
2 or More Races	3	2.0%	2	1.4%	5	3.4%
Hispanic	13	8.8%	22	15.0%	35	23.8%
TOTAL MINORITY PROMOTIONS	27	18.3%	43	29.3%	70	47.6%
TOTAL PROMOTIONS	53	36.0%	94	64%	147	100.0%

DEMOTIONS	FEMALE	%	MALE	%	TOTAL	%
White	2	15.4%	6	46.1%	8	61.5%
American Indian/Alaskan Native	0	0.0%	0	0.0%	0	0.0%
Asian	1	7.7%	0	0.0%	1	7.7%
Black	0	0.0%	1	7.7%	1	7.7%
Native Hawaiian/Pacific Islander	0	0.0%	0	0.0%	0	0.0%
2 or More Races	0	0.0%	1	7.7%	1	7.7%
Hispanic	2	15.4%	0	0.0%	2	15.4%
TOTAL MINORITY DEMOTIONS	3	23.1%	2	15.4%	5	38.5%
TOTAL DEMOTIONS	5	38.5%	8	61.5%	13	100.0%

COMMENTS FOR TABLE 3.4

TABLE 4
Discrimination/Harassment Complaint Activity
 (From 01/01/2023 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		E							C	A, B	4
Religion											
Retaliation										B	1
Sex/Gender	D										1
Sexual Orientation											
TOTAL Allegations:	1	1							1	3	6

Note: Use an alpha to represent each complaint. **[Sheriff had a total of 5 COMPLAINTS]**
 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.