

**2023 ANNUAL
WORKFORCE STATISTICS REPORT**

District Attorney

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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.

Trial Services – The District Attorney’s (DA’s) Office had 179 attorneys [includes 11 legal research assistants] who prosecute criminal cases; file civil, environmental and consumer cases; and engage in community prosecution efforts to address quality of life issues in neighborhoods. In addition, there are special units to prosecute specific types of crimes including, but not limited to, Domestic Violence; Homicide; Gangs and Hate Crimes; Cyber Crimes; Insurance Fraud; Special Assault and Child Abuse; Career Criminal; Child Abduction; Prison Crimes; and Vehicle Theft.

Justice, Training & Integrity (JTI) Unit – The JTI Unit is dedicated to ensuring our pursuit of justice is carried out with the highest level of integrity. The JTI Unit provides deputies with ethical and practical training and advice, institutes discovery safeguards, disseminates legal updates, evaluates and responds to allegations of prosecutorial misconduct, consults on office policies and develops protocols, litigates petitions for writ of habeas corpus, examines claims of actual innocence and wrongful conviction, reviews cases for post-conviction relief and resentencing (e.g., immigration and veterans’ resentencing, etc.), and conducts parole hearings. JTI is comprised of nine (9) attorneys, a paralegal, an investigative assistant, and two office assistants.

Investigations – The Bureau of Investigation for the DA’s Office had 40 investigators, 21 investigative assistants, and 13 process servers that provide trial support for the attorneys. Trial support includes, but is not limited to, follow-up investigation on cases submitted by local law enforcement agencies such as reviewing police reports; reviewing local law enforcement investigations; developing strategies for further investigation; writing search warrants; preparing arrest warrants for a magistrate’s signature; planning and service of the warrants; search, collection and preservation of seized evidence for case prosecution; arrest and transportation of wanted subjects to jail or for appearance in court; interstate extraditions; and testifying in court. Additionally, staff will locate victims and witnesses, serve subpoenas, interview witnesses, interrogate suspected criminals, as well as analyze and evaluate oral and written statements. Staff will also retrieve evidence booked by local law enforcement agencies that is required for a successful prosecution. Evidence may include law enforcement in-car camera videos, body camera footage, surveillance footage, mobile phone data, certified DMV/DOJ (Department of Justice) information, and crime scene photographs.

Laboratory of Forensic Services (aka Crime Lab) – The Sacramento County DA's Crime Lab is one of the few in California that is managed by a DA's Office. It had 38 criminalists and 2 forensic lab technicians. The Crime Lab has the highest quality service available for the recognition, collection, preservation, scientific analysis, and interpretation of physical evidence, with a goal towards presentation of such evidence in criminal court cases. The lab has achieved the honor of being accredited by the American Society of Crime Lab Directors

Laboratory Accreditation Board. The laboratory provides forensic services to all law enforcement agencies operating in Sacramento County. The laboratory is divided into four technical units including Alcohol and Drugs in Body Fluid (Toxicology), DNA and Serology (Biology), Drug Analysis (Chemistry) and finally Trace Evidence, Firearms and Tool Comparison, Arson (Criminalistics). The laboratory also assists law enforcement during field call-outs, providing support in the recognition, documentation, collection, preservation, examination and interpretation of physical evidence at crime scenes and clandestine laboratory scenes.

Victim Witness Assistance Program – With 18 advocates, the DA’s Office Victim Witness Assistant Program is dedicated to providing services to victims. Trained and experienced advocates provide crisis counseling, orientation to the criminal justice system, community referrals, assistance with applying for victim compensation, a support group for family members of homicide victims, and many other services. Assistance and information is available in several different languages. Special assistance is available to victims of elder abuse and dependent adult abuse.

Community & Government Relations (CGR) Bureau – CGR was created to build upon existing programs and create new ways to work with members of the community on crime prevention. The bureau brings all community related efforts under one umbrella, allowing the office to maximize its reach, increase accessibility and communication with citizens and have a greater positive impact across the county. CGR includes all community outreach programs, media and government relations. The bureau also includes the nationally recognized Community Prosecution Unit (CPU). There are prosecutors working in neighborhoods throughout the county and in the City of Sacramento and the City of Rancho Cordova. Community prosecutors create partnerships with citizens, law enforcement, community groups and businesses to proactively address quality of life issues including blight, prostitution, graffiti, and homelessness.

Administration & Support – Support is provided to the various units throughout the DA’s Office with staffing in various job classifications to include positions in executive management, administrative services, information technology and support staff. There were 102 employees in these job classifications in 2022.

- (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 Hiring Committee is primarily responsible for the professional hires in the DA’s Office including the hiring of lateral attorneys as well as paid post-bar law school students and paid summer interns who have completed their second year of law school. The Hiring Committee is currently comprised of seven people. This includes the Chief Deputy, two Assistant Chiefs, two unit Supervisors, and two Level 5 Attorneys. Of the current committee, four members are women, and four members are minorities.

The DA’s Office continued to hire individuals for post-bar legal research assistants (LRA) positions which are advertised at many law schools through the United States. Post-bar refers

to individuals who have taken the first bar exam offered after graduation and are awaiting bar results. The COVID pandemic impacted our operations. For instance, we were unable to visit law school campuses to conduct candidate interviews. Schools were offering virtual interviews which we participated in. We conducted our second round of interviews in person. In August 2022, eleven LRAs began work. Four of those candidates were minorities and seven were women. These LRA candidates applied and interviewed in Summer and Fall of 2021. Of those eleven LRA's, seven passed the bar exam on the first attempt.

In 2022, students in their last year of law school apply for post-bar LRA positions typically beginning shortly after taking the first bar exam immediately after law school graduation. A total of 37 applications were received and 29 LRA candidates were interviewed. Of those interviewed, we made offers to 13 LRA candidates.

The DA's Office has a paid Summer Intern program. In May 2022, we employed 11 Summer Interns. Eight of those Interns are minorities. Eight of the interns were female. These Summer Intern candidates applied and were interviewed in Summer and Fall of 2021. In Summer and Fall of 2022, the DA's Office Hiring Committee reviewed applications and interviewed law school students for paid positions beginning in 2023. All resumes were distributed to the Hiring Committee panel for review. In 2022, the DA's Office received 44 Summer Intern applications; 20 candidates were interviewed, and 11 offers were made.

For all Crime Lab positions, notices are sent to all crime laboratories within the state via the American Society of Crime Laboratory Directors (ASCLD) and/or the California Association of Crime Laboratory Directors (CACLD). The positions are also posted on the American Academy of Forensic Sciences (AAFS) and the California Association of Criminalists (CAC) websites. When positions open for County-wide recruitment, they are announced on www.governmentjobs.com. The annual unpaid internship program opportunities are advertised on the Sacramento County District Attorney's website.

- (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 DA's Office hosts an Annual Diversity Open House and Reception in collaboration with the University of Pacific, McGeorge School of Law; University of California, Davis School of Law; and Lincoln Law School. This event affords law students an opportunity to talk with attorneys and other staff about career opportunities at the DA's Office. During this event, students also get to meet the District Attorney, learn about summer employment opportunities, and sign up to shadow a Deputy District Attorney for the day. After hosting the event for the past 15 years, the Diversity Reception was cancelled from 2020-2022 (due to the pandemic). The in-person open house is resuming in 2023.

To expand recruitment, the DA's Office engages in on-campus interviews at numerous law schools throughout California. This involves members of the Hiring Committee traveling to campuses in an effort to recruit students with diverse backgrounds and interests.

The hiring committee did not visit law schools to conduct any on-campus interviews from 2020-2022. We conducted in person interviews in 2022 for the second round and allowed for

virtual options when available. In 2022, we conducted over fifty interviews at over ten different schools. In 2021, we conducted on-campus interviews at the following California law schools: McGeorge, UC Davis, UCLA, Loyola, Pepperdine, Chapman, Hastings, USF, Santa Clara, and University of San Diego.

Additionally, in August 2022, we virtually attended the National Black Prosecutors Association 39th Annual Conference and Job Fair. At the fair we interviewed 6 candidates.

In 2015, the DA's Office created the Community and Government Relations division (CGR) aimed at increasing community engagement, maximizing prevention and education outreach efforts and strengthening public trust in the criminal justice system. One of the main focuses of the bureau was to reach as many local youth as possible and provide them an introduction to careers in criminal justice. Beginning in 2015, the DA's Office, through the CGR Division, reached out to the youth of our community and conducted our annual Youth Shadow Day. The one-day program is designed to increase understanding and engage students in a positive relationship with members of the criminal justice system. High school students are given the opportunity to shadow professionals from various criminal justice agencies. Based on their interests, students are paired with prosecuting attorneys, defense attorneys, probation officers, law enforcement officers, criminal investigators, and judges to get a first-hand look at the criminal justice process and the different roles within the system. Because CGR sought to have an ethnically diverse group of students, CGR sent invitations to all community-based organizations.

Our program has grown since our first Shadow Day in 2015, during which over 70 high school students participated from many different schools throughout the county. The second Shadow Day in 2016 was more successful with over 100 participants. Students were both ethnically and economically diverse. Starting in 2017, we expanded to host two shadow days each year with a total of approximately 200 students combined from both days. In 2019, over 270 applications were received from 77 different schools in Sacramento County. Unfortunately, due to the pandemic, which shut down our courts, we were unable to host our event from 2020-2022.

In 2018, we introduced our first annual Crime Lab Shadow Day, and 90 students participated. Due to the overwhelming response to our program, we added a second date. In 2019, we hosted over 130 students over two days at the Crime Lab, with 44 different schools represented. In 2020, we offered the program virtually for the first time and had an overwhelming response; we had over 90 students from all over the Sacramento region participate. In 2021, we again hosted our Crime Lab shadow days virtually via Zoom. We had over 68 high school students from 36 different schools participate. In 2022, we hosted the program virtually to 66 students.

In addition, during the 2022 school year, 98 high school students participated in the DA's Youth Academy virtually. Students learned about the criminal justice system as well as engaged in intervention and prevention programs regarding gangs and risks involving the use of social media in two-hour classes held every other week. We began by hosting two academies in the South and North Area back in 2015. Due to high demand, we created two additional youth academies (East, North and Elk Grove/Galt). The academies run contemporaneously across the County, from September to March.

During our last academy prior to the pandemic, in 2019, over 200 students participated representing 73 different high schools. At the Youth Academies, there were 45 ethnically diverse presenters from the Court, Probation, Public Defender's Office, and the Police and Sheriff departments. Topics ranged from an overview of the criminal justice system, use of force, in-car cameras, criminal investigations, forensic science, gangs, abuse of marijuana, and distracted driving. The goals of the program were for students to see firsthand the criminal justice system, have open dialog about issues that affect youth today, and encourage students to consider a career in the justice system.

The 2022 school year marked our 8th annual Youth Academy. To date, over 1,800 students from all over the County have graduated from this program.

CGR continued to implement the Citizen's Academy which enjoyed its 22nd year in existence in 2022. The Citizen's Academy, which is a 10-week program, is designed to teach and exchange ideas with leaders in the various ethnic, religious and cultural communities in Sacramento. In 2019, 55 students completed the program that addresses issues such as racial profiling, use of force by law enforcement, and law enforcement oversight. However, due to the pandemic, the Citizen's Academy was cancelled for 2020. We resumed the program virtually in 2021 and had 43 participants graduate. In 2022, we offered the academy virtually again and had 30 students graduate with a total of 1140 students graduating to date.

CGR continues to expand their outreach work through our Speakers Bureau. Community groups from all over Sacramento County can request a speaker to present on various subjects. DA personnel have also attended various career fairs throughout the county. In 2022, thanks to virtual adaptations and being allowed to present in-person, our office spoke to over 84 different organizations and groups on topics such as identity theft, elder abuse, cybercrimes, real estate fraud, consumer protection, domestic violence, human trafficking, gangs, DUIs, drugs and narcotics, and juvenile criminal justice.

In 2022, the DA's Office continued to organize and provide speakers for the Luther Burbank High School Law and Justice Academy where throughout the school year students are taught about the various areas within the criminal justice system. Since 2020, the DA's GIFT (Gun Violence for Teens) program could not be presented in the juvenile detention center due to COVID. In-person presentations should be able to resume in 2023.

However, our iSMART (Internet, Social Media Awareness and Training) program was taught at 21 different Sacramento schools in 2022. We conducted over 165 separate iSMART presentations in 2022 reaching over 3000 students.

The DA's Office also attends multi-cultural events for recruitment, representation and information including, but not limited to, Crime Victims United, MLK Annual Celebration, My Sister's House Anniversary Gala, SacLEGAL Annual Founders Award, National Night Out, Legal Fusion Dinner/Gala, A Community for Peace Celebration of Hope Dinner, Annual CAIR of Sacramento Valley Celebration Banquet, CAPITAL CelebrASIAN Dinner, Chicks in Crisis Celebration Dinner, City of Refuge – the Table Event, Emerging Latino Foundation Event, Mothers Against Drunk Driving (MADD) Annual Dinner, WEAVE Anniversary Celebration, Asian Resources Annual Reception, Asian Peace Officers Association Annual Community Service Dinner, Asian Pacific Bar Association of Sacramento Annual Dinner Gala, Friends of the Wiley W. Manuel Bar Association, and the Unity Bar Association Dinner.

Pre-pandemic, we routinely sponsored minority bar association events like the Asian Pacific Bar Association of Sacramento Annual Dinner Gala, Friends of the Wiley W. Manuel Bar Association, and the Unity Bar Association Dinner. We also routinely give presentations to minority organizations.

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

The DA's Office advertises attorney and some management positions with the California District Attorneys Association (CDAA) (cdaa.org) along with job posting on the sacda.org and governmentjobs.com websites. We also share job openings on our social media platforms. In addition, for all Crime Lab positions, notices are sent to all crime laboratories within the state and the list of positions are sent to the American Society of Crime Laboratory Directors.

- (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 DA's Office notifies DA employees weekly of job opportunities via a DA wide email distribution list for all county positions when the job is announced by the Department of Personnel Services. Email distribution is also used for promotional opportunities and a link is posted on the DA's Intranet website for DA employees to access all current job announcements.

Attorneys have the opportunity to work in assignments that give them a chance to be assistants to the supervisors and supervise in the supervisor's absence. In addition, the attorneys have Mandatory Continuing Legal Education (MCLE) training that is provided in-house which is also a career development activity. Some topics are trained by the attorneys due to their experience. The above experience enables attorneys to better perform on the Principal Criminal Attorney exam. Executive Management encourages supervisors to mentor and encourages staff to attend training classes.

In addition to countywide courses that are made available to DA staff for education and career development, an internal/in-house program has been created for support staff. While past focus has been on Excel, Outlook, and amended complaint training, the current focus is on County promotional job exams and the application process. The variety of courses offered have helped employees hone their skillset in their present positions and prepare for future advancement opportunities. Interested employees are also offered the opportunity to have special assignments to increase their job knowledge and experience, and staff rotations are occurring routinely to improve abilities and expand knowledge of the office. All of these programs assist current employees by improving their skills and increasing their opportunities for promotion.

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

From 2014-2022 the mission of the DA’s Office was “Seek Justice, Serve Justice, Do Justice.” This motto refers not only to our efforts in the courtroom, but our efforts in representing victims of crime and their families and in providing equal opportunity to all employees and all applicants for positions within this office. The Community and Government Relations Bureau (CGR) was formed to assist with the DA’s mission. It is responsible for the continued development of new programs in our community. It is providing outreach to local communities consisting of all ethnicities, cultures, and religions to include schools, parents and children, and the business community. It is informing the community of the DA’s Office role in the justice system and in the public safety community. Additionally, CGR plays an important role in legislative advocacy for the DA’s Office on behalf of the citizens of this community.

- (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).

CGR continued to implement the Citizen’s Academy, which is open to all Sacramento residents over the age of 18. The academy enjoyed its 22nd year in existence in 2022. The Citizen’s Academy, which is now a 10-week program, is designed to teach and exchange ideas with leaders in the various ethnic, religious, and cultural communities in Sacramento. In 2019, 55 students completed the program that addresses issues such as racial profiling, use of force by law enforcement, and law enforcement oversight. However, due to the pandemic, the Citizen’s Academy was cancelled for 2020. We resumed the program virtually in 2021 and had 43 participants graduate. In 2022, we offered the academy virtually again and had 30 students graduate with a total of 1140 students graduating to date.

In 2018, our office launched the “We Connect” program. This program is designed to allow our new lawyers to work hands-on in the community and learn about their neighborhoods, cultures, and lifestyles to build stronger relationships and get a better understanding of all the communities we serve. In 2019, the new attorneys in our office helped several community groups conduct their events including La Familia and Brother to Brother. Unfortunately, due to the pandemic, we were unable to participate in-person from 2020-2022. We look forward to continuing the program in 2023.

In 2019, our office launched the one-of-a-kind Youth and Community Connect App (YCC). YCC is specifically designed to serve the youth in the community by linking them to resources provided by schools, government agencies, community, and faith-based organizations. We continue to promote and add vendors to this app. There are currently 61 organizations listed that represent 246 individual programs that connect youth to community resources. In 2022, we continued our collaboration with the Health Education Council (HEC) which is a nonprofit organization committed to promoting health and preventing chronic disease in underserved communities to promote the app. We shared the app with youth through programs like Peers Helping Peers (Youth Mental Health Program) and SHOP (Safety, Health Opportunities and Practice). Our collaboration has reached over 400 youth and community members.

In 2022, five prosecutors from the Community Prosecution Unit (CPU) attended over 225 community meetings, most of which were conducted in-person. During the pandemic, every effort was made to continue to engage with the community. In 2022, once we were able to engage with the community in-person, we made the most of it. The focus of the community meetings is to address community concerns and to find creative solutions to those issues. Issues raised by the community most often involve properties where drug/criminal activity are occurring or areas with large homeless camps. Each issue raised by the community is evaluated individually and the CPU attorneys work with our law enforcement partners to find solutions. One approach that often works is to contact the offending property owner and advise them of the legal consequences of allowing nuisance activity to occur. The typical owner wants to abate the nuisance rather than face prosecution, so we work to find solutions to the harmful activity.

“Understanding Your Rights” was a program created in 2018 in response to several landlords exploiting the non-English speaking community by providing them with substandard housing. As a result, the DA’s Office, Sacramento City Attorney’s Office, Sacramento City and County Code Enforcement, local law enforcement and Highlands Charter School partnered to create a multi-lingual education program with the goal of informing these vulnerable groups of their basic legal rights. The program is presented at various Highland Charter School locations throughout Sacramento County. The benefits of the program include the explanation of landlord accountability, assisting the refugee community to adapt to their new lives in our community, an improved community relationship between law enforcement and the newest arrivals and a safe place for open discussion. The program is presented in English, and with the help of interpreters it is translated in Farsi, Arabic, Russian, and Spanish. In 2019, we presented 30 classes. To date, over 900 adult students have participated in the program. Due to the pandemic, we were unable to conduct this presentation in 2020 and 2021; however, we restarted the program in late 2022 and gave 7 presentations.

We continued our outreach efforts in 2022 for all sectors in the community. DA employees attended several community events including National Night Out, the Invictus Games basketball and soccer tournaments (which hosted over 100 under-privileged youth), and Santa in Natomas.

Since 2021, in response to the increasing numbers of fentanyl-related deaths in the county, we partnered with the Department of Health Services, Substance Use Prevention and Treatment Services to promote a Fentanyl awareness campaign. We created a website dedicated to sharing knowledge and resources about the fentanyl epidemic and started an ad campaign which featured public safety announcements. Our office also sponsored a Fentanyl Awareness Safety fair which hosted over 200 community members.

We continued our efforts in 2022, with a new youth-centric public safety announcement “Don’t be a Guinea Pig” across social media (Facebook, Instagram, and Tik Tok) along with streaming TV stations. We also created a Spanish PSA version that we ran on social media and shared with Spanish Television stations. DA employees continued to partner with DHS, and Arrive Alive CA to conduct fentanyl awareness presentations to twelve student and parent groups all over Sacramento County. We also conducted two fentanyl town halls virtually where we brought experts from all fields knowledgeable in fentanyl exposure to discuss the epidemic of poisoning.

Also in 2022, continuing our work from 2021 in response to the increase in hate crimes across the country, the DA's Office attended several anti-hate awareness/safety events at various locations including the Wong Center, Vinh Phat market, and the Indo-Chinese friendship Association.

CGR continues to expand their outreach work through our Speaker's Bureau. Community groups from all over Sacramento County can request a speaker to present on various subjects. DA personnel have also attended various career fairs throughout the county. In 2020, thanks to virtual adaptations our office spoke to over 35 different organizations and groups on topics such as identity theft, elder abuse, cybercrimes, real estate fraud, consumer protection, domestic violence, human trafficking, gangs, DUIs, drugs and narcotics, and juvenile criminal justice. We continued our virtual speaking engagements in 2021 to twelve different organizations. In 2022, we were able to present in-person and conducted these to 84 different groups.

- (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 were no complaints with a finding of merit in 2022.

TABLE 1
WORKFORCE COMPARATIVE ANALYSIS

ETHNICITY	Census Data	Census Data	Workforce Composition				Workforce Composition			
	2010	2020	County of Sacramento				DISTRICT ATTORNEY			
			2017 (1)		2022 (2)		2018 Report (3)		2023 Report (4)	
	%	%	#	%	#	%	#	%	#	%
2 or More Races	4.4%	6.5%	268	2.4%	437	3.8%	12	3.0%	16	4.0%
American Indian/Alaskan Native	1.3%	0.5%	117	1.0%	102	0.9%	1	0.3%	2	0.5%
Asian	13.6%	17.4%	1,710	15.2%	1,938	16.9%	49	12.3%	64	15.8%
Black/African American	10.5%	9.2%	1,368	12.2%	1,312	11.5%	23	5.8%	17	4.2%
Hispanic/Latino	17.9%	23.6%	1,836	16.3%	2,272	19.8%	52	13.0%	61	15.1%
Native Hawaiian/Pacific Islander	1.0%	1.1%	113	1.0%	136	1.2%	2	0.5%	6	1.5%
Other		0.6%								
White/Non-Hispanic	51.4%	41.0%	5,824	51.8%	5,257	45.9%	260	65.2%	239	59.0%
Total	100.0%	100.0%	11,237	100.0%	11,454	100.0%	399	100.0%	405	100.0%
Minority Representation	48.6%	59.0%	5,412	48.2%	6,197	54.1%	139	34.8%	166	41.0%
Female Representation	50.8%	51.1%	5,812	51.7%	5,867	51.2%	231	57.9%	228	56.3%

¹ Sacramento County Workforce as of pay period 26 ending 12/23/2017

² Sacramento County Workforce as of pay period 26 ending 12/17/2022

³ Employed by County of Sacramento as of pay period 26 ending 12/23/2017

⁴ Employed by County of Sacramento as of pay period 26 ending 12/17/2022

TABLE 2
JOB CATEGORIES COMPARISON
BETWEEN 2022 AND 2023 REPORTS

JOB Categories		Minority Females		Minority Males		Minority Total		Female Total		Total Employees	
		2022*	2023**	2022*	2023**	2022*	2023**	2022*	2023**	2022*	2023**
1. Officials/Administrators	#	0	1	2	3	2	4	5	7	16	17
	%	0.0%	5.9%	12.5%	17.6%	12.5%	23.5%	31.3%	41.2%	100.0%	100.0%
2. Professionals	#	47	62	27	27	74	89	132	140	227	238
	%	20.7%	26.1%	11.9%	11.3%	32.6%	37.4%	58.1%	58.8%	100.0%	100.0%
3. Technicians	#	2	2	3	3	5	5	2	4	11	12
	%	18.2%	16.7%	27.3%	25.0%	45.5%	41.7%	18.2%	33.3%	100.0%	100.0%
4. Protective Services	#	1	1	6	10	7	11	6	6	32	40
	%	3.1%	2.5%	18.8%	25.0%	21.9%	27.5%	18.8%	15.0%	100.0%	100.0%
5. Para-Professionals	#	5	6	2	1	7	7	12	14	21	22
	%	23.8%	27.3%	9.5%	4.5%	33.3%	31.8%	57.1%	63.6%	100.0%	100.0%
6. Office/Clerical Workers	#	37	37	10	13	47	50	57	57	75	76
	%	49.3%	48.7%	13.3%	17.1%	62.7%	65.8%	76.0%	75.0%	100.0%	100.0%
7. Skilled Craft Workers	#										
	%										
8. Service Maintenance	#										
	%										
Total	#	92	109	50	57	142	166	214	228	382	405
	%	24.1%	26.9%	13.1%	14.1%	37.2%	41.0%	56.0%	56.3%	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 2023 Report are taken from pay period 26 ending December 17, 2022

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

NEW HIRES	FEMALE	%	MALE	%	TOTAL	%
White	1	3.45%	10	34.48%	11	37.93%
American Indian/Alaskan Native	1	3.45%	0	0%	1	3.45%
Asian	5	17.24%	5	17.24%	10	34.48%
Black	0	0%	1	3.45%	1	3.45%
Native Hawaiian/Pacific Islander	0	0.0%	1	3.45%	1	3.45%
2 or More Races	0	0.0%	1	3.45%	1	3.45%
Hispanic	3	10.34%	1	3.45%	4	13.79%
TOTAL MINORITY HIRES	9	31.03%	9	31.04%	18	62.07%
TOTAL NEW HIRES	10	34.48%	19	65.52%	29	100.0%

NEW RE-HIRES	FEMALE	%	MALE	%	TOTAL	%
White	0	0.0%	1	100%	1	100%
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%
TOTAL MINORITY RE-HIRES	0	0.0%	0	0.0%	0	0.0%
TOTAL RE-HIRES	0	0.0%	1	100%	1	100.0%

COMMENTS FOR TABLE 3.1

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

TERMINATIONS	FEMALE	%	MALE	%	TOTAL	%
White	9	30.00%	10	33.33%	19	63.33%
American Indian/Alaskan Native	0	0.0%	0	0.00%	0	0.0%
Asian	2	6.67%	4	13.33%	6	20.00%
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	3.33%	1	3.33%	2	6.67%
Hispanic	2	6.67%	1	3.33%	3	10.00%
TOTAL MINORITY TERMINATIONS	5	16.67%	6	20.00%	11	36.67%
TOTAL TERMINATIONS	14	46.67%	16	53.33%	30	100.0%

REASON TERMINATED	Number	% of Total	# of Female	# of Minority
RETIRED OR DISABILITY RETIREMENT	10	27.02%	5	0
RESIGN OTHER EMPLOYMENT	13	35.14%	4	4
EMPLOYEE INITIATED / NO REASON GIVEN	7	18.92%	4	2
DECEASED	0	0.0%	0	0
LAID OFF/REDUCTION IN FORCE	0	0.0%	0	0
DISCIPLINARY, PENDING DISCIPLINE OR RELEASE FROM PROBATION	0	0.0%	0	0
AUTOMATIC RESIGNATION	0	0.0%	0	0
OTHER– Please list: TRANSFER	7	18.92%	6	1
Totals:	37	100%	19	7

COMMENTS FOR TABLE 3.2

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

PROMOTIONS	FEMALE	%	MALE	%	TOTAL	%
White	16	39.02%	10	24.39%	26	63.41%
American Indian/Alaskan Native	0	0.0%	0	0.0%	0	0.0%
Asian	4	9.76%	1	2.44%	5	12.20%
Black	0	0.0%	0	0.0%	0	0.0%
Native Hawaiian/Pacific Islander	1	2.44%	1	2.44%	2	4.88%
2 or More Races	0	0.0%	1	2.44%	1	2.44%
Hispanic	6	14.63%	1	2.44%	7	17.07%
TOTAL MINORITY PROMOTIONS	11	26.83%	4	9.76%	15	36.59%
TOTAL PROMOTIONS	27	65.85%	14	34.15%	41	100.0%

DEMOTIONS	FEMALE	%	MALE	%	TOTAL	%
White	1	50.00%	0	0.0%	1	50.00%
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	1	50.00%	0	0.0%	1	50%
TOTAL MINORITY DEMOTIONS	1	50.00%	0	0.0%	1	50%
TOTAL DEMOTIONS	2	100%	0	0.0%	2	100.0%

COMMENTS FOR TABLE 3.4

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

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

Complaint Types	In House				Outside Investigator				DFEH 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											
Retaliation											
Sex/Gender		A									1
Sexual Orientation											
TOTAL Allegations:		1									1

Note: Use an alpha to represent each complaint. **[DISTRICT ATTORNEY had a total of 1 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.